

Minutes

Annual Meeting of Ambrosden Parish Council

7:00pm, Thursday 20th May

Present: Mark Longworth, Gemma Jennings – Clerk, Maureen Cossens, Dawn Seaward, Vicky Rose, Tom Duff, Chris West

Serial No	Issue
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707-21-22	Welcome
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708-21-22	Election of Chair
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Councillor Seaward was nominated and seconded.

Councillors voted and unanimously approved the election of Councillor Seaward as Chair.

Councillor Seaward thanked Councillor Longworth for all his work on the Council and as Chair.

709-21-22	Election of Vice Chair
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Councillor Duff was nominated and seconded.

Councillors voted and unanimously approved the election of Councillor Duff as Vice Chair.

710-21-22	Declaration of Acceptance of Office, Register of Interests and Declarations of Interest and Gifts & Hospitality
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Acceptance of Office forms were completed.

No declarations of interests or gifts and hospitality were received.

711-21-22	Apologies
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No apologies for absence were received.

712-21-22	Election of other officers
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i Councillor Rose was nominated and appointed as Councillor responsible for internal control

ii Councillor Cossens was nominated and appointed as the Village Hall Representative

iii. The Parish Council also agreed to appoint Councillors to a staffing committee, financial oversight and representative to the allotments committee. Councillors Duff and Seaward were appointed to the staffing committee. Councillor Rose was appointed to financial oversight. Councillor West was appointed as the Parish Council representative to the Allotments Committee.

713-21-22	Minutes of previous meeting and matters arising
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The minutes of the previous meeting, 28th April 2021, meeting number 145, were reviewed and approved.

714-21-22	Planning
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New Applications

21/01330/F

Symmetry Park, Morrell Way, Ambrosden

Full Planning Permission for 23,195sqm of logistics floor space, including offices, security gatehouse, security fence, sprinkler tank and pump house and external service yard, parking, amenity space, foot and cycle links, drainage and private sewage treatment plant

21/01331/F

Symmetry Park, Morrell Way, Ambrosden

Full Planning Permission for 22,986sqm of logistics floor space Full Planning Permission for 23,195sqm of logistics floor space, including offices, security gatehouse, security fence, sprinkler tank and pump house and external service yard, parking, amenity space, foot and cycle links, drainage and private sewage treatment plant

The Council agreed to request planning conditions on both applications (21/01330/F and 21/01331/F) stating the following:

- Working hours limited to 7:30am-6:30pm on weekdays and 8am-1pm on Saturday only, with no work outside these hours
- Wheel washing condition and condition that spoil heaps must be kept under control
- No lighting to directed outside the site and no floodlighting on the western side of the building.
- Extra heavy standard trees to be planted (minimum of 5-6 metres tall) due to proximity to the road
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21/01454/F

Bicester Health and Wellbeing Hub, Former Rodney House Private Drive oof Graven Hill Road
The Council noted its support for the application

21/01689/APP

Demolition and replacement of Magnolia Park Hotel, Boarstall

The Council agreed to object to the proposal due to the impacts on Highways safety in Ambrosden. The Council stressed that if approved, a construction management plan must be in place, stating that lorries and vehicles should not go through Ambrosden and they should not go past the school.

Consultation: Islip Bridge, River Ray, Islip

The Council agree its support for making the bridge safe, but remained concerned about impact the impacts on traffic in the area, in particular bus routes. The Council stressed in particular concern about ambulances using this route and suggested an option to change traffic lights if ambulance/bus approaches.

It was noted that Councillors Seaward and Rose would attend and planning course. **Clerk to book.** Councillor Seaward and one other Councillor to attend a Chairing course. **Clerk to book.**

Decisions

21/00533/F

2 Park Rise, Ambrosden OX25 2LY

Proposal: Front and rear single story extensions and paving to patio and driveway

Application Permitted

Awaiting Decisions

Application number: 19/01191/OUT

Proposal: Alexandra House of Joy

Location: Care home near Rodney House roundabout

Application number: 20/01707/F

Proposal: Erection of 8 dwellings

Location: Parts of OS Parcels 1125 and 1621, North and East of Home Farm Close

Application number: 20/01762/OUT

Proposal: Outline consent, including erection of 5 dwellings

Location: Land to rear of Home Farm Close

Application number: 20/02415/F

Proposal: Proposed employment access road

Location: Street Record, Unnamed Single Carriageway 6809121, Ambrosden

Application number: 20/02778/REM

Proposal: Reserved Matters application to 18/02056/OUT for a residential development comprising 84 dwellings and associated infrastructure, highways and landscaping

Location: Land North of Merton Road

Application number: 20/03379/F resubmission-amended description

Proposal: Conversion of existing double garage and storage loft over to provide Annex ancillary to the existing dwelling. Provision of min 2 No additional parking space

Location: Meadow Barn, Merton Road, Ambrosden, OX25 2LZ

20/0871/F (resubmission of 19/00644/F)

Erection of free range egg production unit and gatehouse inc all associated works

OS Parcel 3300, North of railway Line, Palmer Avenue, Lower Arcnott

Appeal Ref: APP/C3105/W/20/3265598

715-21-22 Finance

- a. The reconciled accounts were reviewed and approved. It was agreed to move the coffee morning into its own budget heading.
- b. Payments of: £292.44 (wages), £960.74 (wage, HWA and expenses), £219.20 (quarterly deductions) and £473.32 (coffee morning expenses).
- c. The quotation for the renewal of insurance was reviewed and approved. Clerk to progress.
- d. The draft statement of accounts for 2020/21 was received and approved. It was noted that the final statement and internal audit report would come to the June meeting.
- e. Reserves at Year End 2020/21 were reviewed and approved
- f. A Chairmans allowance for 2021/22 was approved at a maximum ceiling of £675, in line with the Remuneration Panel's recommendation. It was noted payment of the allowance would be reviewed and subject to final approval in 3 months time.
- g. s137 expenditure for the year was reviewed, noting a £300 donation to the Cherwell Larder and £100 donation to Oxfordshire Association for the Blind. It was noted that donations to both Cleanslate and Bicester Athletics Club should be checked with the Auditor.

715-21-22 Governance

- i. Delegation procedures and terms of reference for the allotments committee were reviewed and approved, subject to ongoing review in line with allotment committee recommendations.
- ii. Policy Review and Approval: Policies were noted and carried over to the June meeting for full review
- iii. General Power of Competence: was reviewed, noting the Council did not currently qualify.
- iv. Land and Asset Review was received and approved. Councillor Cossens to support full asset inspection

- v. Meeting dates for 2021-2 were reviewed and approved
- vi. Council subscriptions to other bodies (lists) were reviewed and approved

716-21-22 Matters Carried Forward

Policy Review

Correspondence items, notably village events in collaboration with other local stakeholders and a donation request from the Church, were noted to be reviewed at the June meeting.

Meeting closed: 8pm.

Next Meeting – 7:30 pm Thursday 17th June 2021

Ambrosden Village Hall

ALL PUBLIC AND PRESS ARE INVITED.

Signed:

Chair of Ambrosden Parish Council