

Minutes

Meeting of Ambrosden Parish Council

7:30pm, Thursday 17th June

Present: Dawn Seaward-Chair, Gemma Jennings – Clerk, Maureen Cossens, Vicky Rose, Tom Duff, Chris West, Serinne Curtis-Mills, Councillor Callum Miller, Member of the Public

Serial No	Issue
717-21-22	Welcome
718-21-22	Apologies Apologies for absence were received from Councillor Sames, Councillor Wing and Kevin Jessop
719-21-22	Councillor Co-Option It was noted that no applications for the vacancy had been received. Serinne Curtis-Mills, in attendance, stood for co-option. Councillor Seaward nominated Ms Curtis-Mills and Maureen Cossens seconded the nomination. Councillors voted and unanimously approved the co-option of Councillor Curtis-Mills. Councillor Curtis-Mills completed the acceptance of Office from. Clerk to support with onboarding procedures, including setting up a Councillor email address.
720-21-22	Declarations of Interest and Gifts & Hospitality No declarations of interests or gifts and hospitality were received.
721-21-22	Minutes of previous meeting Minutes of the previous meeting, meeting number 146, Thursday 20 th May, were reviewed and approved, subject to the inclusion of the proposer and seconder for the election of Chair and Vice Chair.
722-21-22	Matters arising The Council reviewed the action grid and reviewed ongoing items.
723-21-22	Public speaking Nothing raised.
724-21-22	District and County Councillor Report Councillor Miller presented an update, noting that an update from the London Road Consultation would available around September and work on Ploughley Road traffic calming were estimated to start date in the autumn. The Council discussed the Magnolia park development and the concern that construction traffic may be routed through the village. It was noted that Oxfordshire County Council continue to liaise with Buckinghamshire planning on this. It was also noted that Council had requested replacement trees for those felled at Graven Hill. Councillor Sames reviewing.

725-21-22 Village Matters

- Spring Clean: It was agreed that the Spring Clean would go ahead at 10am on 17th July from the Village Hall. **Clerk and Councillor West to liaise to promote in Parish Matters, on social media and through the school newsletter**
- Ploughley Road Railings Update: **Councillor Curtis-Mills to review with Preim**
- It was noted that the notice board at the Village Hall was worn and the board at the bus stop was unused and being graffitied. **Clerk to request quotes for repair and removal respectively**
- It was noted that a speed limit consultation was underway to extent the 30mph speed along the Merton Road. **Councillors agreed to include a request for a chicane at the start of the amended limit.** It was also noted that the Council was awaiting an update on the A41 study.
- It was noted that the Council was awaiting a further update on the application to the Welcome Back Fund and would await the final decision before undertaking any purchases connected to the project.

726-21-21 Sports Common

It was noted the Council was in the process of obtaining quotes for an MUGA. The Council questioned whether VAT could be reclaimed on S106 spending. **Clerk to request advise.**

727-21-21 Planning

The Council to request that any exceptional work outside standing working hours on 21/01330/F and 21/01331/F must be arranged in advance.

New Applications

Decisions

Weston-on-the-Green Neighbourhood Development Plan

Adopted

Application no: 21/00659/F

Parts of OS Parcels 1125 And 1621 North And East Of, Home Farm Close, Ambrosden

Variation of Condition 2 (plans) of 18/01755/F - amend design and siting of plots 3, 4 and 5 with the provision of garage to plot 1

Approved

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

Ambrosden Parish Council

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 Arncott

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

[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

[21/01454/F](#)

Bicester Health and Wellbeing Hub, Former Rodney House Private Drive oof Graven Hill Road

[21/01689/APP](#)

Demolition and replacement of Magnolia Park Hotel, Boarstall

728-21-22 Finance

- a. The cashbook and accounts were reviewed, noting income of £1280.94 from an OCC grant.
- b. Payments of £292.64 (wages), £814.21 (wages), £60 (internal audit fee), £283.98 (pension contributions), £200 (grasscutting), £25 (return of allotment deposit) and £25 (return of allotment deposit) were reviewed and approved.
- c. The Council reviewed and approved the Internal Report. The Council resolved to adopt all recommendations, including improvements to document layout and website design. **Clerk and Chair to progress. Other actions agreed were to review the population statistics, review tree ownership through the village and review document storage.**
- d. The Annual Governance Statement was reviewed and approved
- e. The Accounting Statement was reviewed and approved
- f. The Year End Bank Reconciliation and Explanation of Variances was reviewed and approved
- g. The dates for Exercise of Public Rights were reviewed and approved. The Council thanked the Clerk and Councillor Rose for their work on the audit
- h. Allotment Tenancy Fees 2021/22: **Councillor Rose to further review. Councillor West to review further options for weedkilling.**

729-21-22 Village Hall Update

It was noted that the first meeting of the new committee would go ahead on 24th June

It was noted that there was no First Aid box in the Village Hall- **Councillor Curtis-Mills to discuss with the Committee**

730-21-22 Governance

- i The Council reviewed and accepted all suggested amendment to the Tenancy Agreement and Handbook. **Clerk to make additional amendment clarifying that all paths must be made of natural materials**

ii Councillors to review Standing Orders, Financial Regulations, Complaints, Freedom of Information, Data Protection, Media Policy, Expenses Policy, sickness absence policy, health and safety policies and **send comments/amendments into Clerk by 2nd July**. Policy **review schedule to be amended to be spread throughout the year and policy tracker to be implemented**. Clerk to circulate equality policy and order accident book.

731-21-22 Correspondence

A concern from a member of the public about fly tipping was raised. It was noted most of the fly tipping itself was taking place in Arncott. **Councillor Miller to review.**

732-21-22 Matters Carried Forward

Policy review

Parish Matters

Meeting closed: 21:53

Next Meeting – 7:30 pm Thursday 15th July 2021

Ambrosden Village Hall

ALL PUBLIC AND PRESS ARE INVITED.

Signed:

Chair of Ambrosden Parish Council