

Minutes

Meeting of Ambrosden Parish Council Held online – 7:30pm, Wednesday 28th April

Present: Mark Longworth – Chair, Gemma Jennings – Clerk, Maureen Cossens, Dawn Seaward, Vicky Rose, Tom Duff, Chris West, Councillor Dan Sames, Councillor Lucinda Wing Representatives of CFO Oxfordshire (for items 691-21-22-697-21-22), MOD Adjutant, Chair of Village Hall Committee (for item 701-21-22)

Serial No	Issue
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691-21-22	Welcome
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692-21-22	Apologies
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It was noted that Councillor Blazdell had resigned from the Council.

693-21-22	Declaration of Interests/Gifts
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No statements of gifts or hospitality were received.

693-21-22	Minutes of previous meeting
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The minutes of the meeting of 18th March, meeting number 144, were reviewed and approved.

694-21-22	Matters arising
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The action grid was reviewed, and ongoing items noted. Councillors underlined the need to progress the installation of remaining VAS units and writing to residents on Ploughley Road regarding the installation of new railings. It was also noted that Highways would be putting barriers on green by the school to prevent potential accidents.

Council communications on social media was discussed, noting the need to ensure all posts adhere to the Parish Council's Social Media Policy, with communications to be agreed and sent from the official Ambrosden Parish Council account as far possible. **Chair to create messaging contact group for Councillors to facilitate any urgent/informal communications.**

695-21-22	Public Speaking
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It was noted that the Annual Parish Meeting would be going ahead in person on the 20th May at the Village Hall at 8pm.

A number of projects and recent improvements made by the MOD were outlined, including the new railings as well as ongoing work on drainage and lighting on the housing estates and around the Costcutter shop. The Council noted ongoing research into facilities for young village residents, including the installation of goalposts on MOD owned land. The question of whether BMX jumps could also be installed on this land was raised- Adjutant to investigate.

It was also noted a light at the level cross on Merton Road on MOD land was not working and the gate here was often left open. Adjutant to review.

696-21-22 To Consider: District and County Councillor Reports

It was noted that the proposed traffic calming measures for the village had been approved.

The Council noted that there had been some recent issues on a village park off Laburnum Close, including a missing goalpost net and antisocial behaviour, including littering and smashed glass. The Parish Council suggested lowering the height of hedges around the park may help prevent such incidents. **Councillor Sames to review.**

697-21-22 Village Survey (including CFO presentation)

A representative of CFO Oxfordshire presented key information on undertaking a Community Review to engage local residents in a survey on local community issues and services and help translate this feedback into Council planning.

The Council noted that it was keen to conduct a survey with local residents on issues including: housing, transport and highways, business operations/support, community events, crime and community safety. It was noted that the Council wanted to engage all sections of the local community, including younger residents. Methods of promoting engagement with the survey, including online promotion, posters through the village and on walking routes and online and in person meetings were outlined.

Councillor Rose to progress.

698-21-22 Future Planning

All Councillors to review long term aims document to consider priorities and responsibilities.

It was noted that the Council would need to co-opt a new Councillor. **Clerk and Chair to review guidance on co-option**

699-21-22 Village Matters

Nothing raised

700-21-22 Planning

New Applications

The submission of two planning applications: 21/01330/F and 21/01331/F after the publication of the agenda was noted, with a commenting deadline prior to the next meeting. Clerk to request an extension.

Decisions

21/0133/F

7 Page Turner Court Merton Road OX25 2LR

Single Rear Story Extension

Application permitted

Application number: 21/00121/F

Proposal: Demolition of existing brick shed to the side of the property, and erection of a two storey extension

Location: 43 Ash Lane, Ambrosden OX25 2RY

Application permitted

Application number: 21/00264/F

Proposal: Replacement front single storey structure due to subsidence damage

Location: 29 Sycamore Road, Ambrosden, Bicester, OX25 2RN

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 Arncott

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

21/00533/F

2 Park Rise, Ambrosden OX25 2LY

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

701-21-22 Village Hall Update (5 minutes)

It was noted that the Secretary to the Village Hall Committee had resigned. The Council discussed possibilities to support the Committee and ongoing Operation of the Village Hall. The Council agreed that the Clerk to the Parish Council could help cover the Secretary role for an interim period of 6 months, charged to the Council as overtime, if required.

The Council stressed the need to ensure that Village Hall Committee continued to function as independent committee in the long term. Ongoing work on health and safety and covid safe measures was outlined. It was noted that concerns about access to the carpark were being significant exacerbated by the loss of parking behind the shop, currently being reviewed by the District Council Enforcement Team. **Councillor Wing to progress this**

702-21-22 Finance

- a. The reconciled accounts were reviewed and approved.
- b. Payments of £292.14(wages), £6665.56 (wages and expenses), £524.26 (condolence books), £187.20 (memorial photos), and £659.84 (dog bin emptying) were approved.
- c. Membership to CPRE (£36) was reviewed and approved
- d. The asset list was reviewed and approved

703-21-22 Policies and Governance (30 minutes)

- a. Risk Assessments and Strategic Risk Assessment. The Council reviewed and approved the Risk Assessments, subject the following amendments:
 - Inclusion of risk matrix on Strategic Risk Assessment

- Addition of risk outlining the irks of a dysfunctional Village Hall Committee
 - Addition of risks relating to the water bill, land registration and use of weedkiller to allotments risk assessment
- b. Privacy Policy and Notices: Reviewed and approved

704-21-22 Correspondence/News

Correspondence from allotment plot holders regarding the use of weedkiller and delays in weedkilling was noted. **Clerk to liaise with allotment committee and plotholders on best approach going forward.**

705-21-22 Matters Carried Forward

Nothing raised

706-21-22 Next Meeting

7 pm Thursday 20th May 2021, at Ambrosden Village Hall (Annual Meeting of the Parish Council)
The meeting ended at 22:00

Signed:

Chair of Ambrosden Parish Council