

Minutes

Meeting of Ambrosden Parish Council

7:30pm, Thursday 20 October 2022

Present: Cllr. M Cossens Cllr. T Duff (Vice-Chair) Cllr. D Mann
Cllr. V Rose Cllr. D Seaward (Chair) Cllr. R Seaward

In attendance: Kelly Jordan-Mann (Clerk), Cllr Chris Pruden, Cllr Callum Miller, 3 x members of the public

107.22.23 Chair's Welcome

Cllr D Seaward welcomed everyone to the meeting. Book of condolence will be archived
The Council extend thanks to the Rev Hayes and Jill Coyer for their assistance.

108.22.23 Apologies for absence

Apologies for absence were received and accepted from Cllr Duff, Cllr Dan, Chris, Nick

109.22.23 Declarations of Interest and Gifts & Hospitality

Nothing to report

110.22.23 Dispensations

Nothing to report

111.22.23 Public Participation

a. Ambrosden Conservation Area

A member of the public has emailed the Clerk to suggest investigating the possibility of applying for a conservation area within Ambrosden. Conservation area will require upkeep of housing/buildings within that area, it doesn't offer protection from future building.

The Council queries to what end this will be of help; and also what areas of the village would be in scope and what would be the benefit to the village? Clerk to write back to the member of the public with those questions and to suggest co-option for a brief period onto the Council to investigate. Chair explained to the member of the public the details; member of the public agreed to be co-opted onto the Parish Council to investigate.

b. Ambrosden Village Planning Meeting

It was reported that Cherwell District Council did not send any representation to this meeting, it was County Council representation only.

This Parish Council aims to put an education piece in place to guide residents on what can be objected to.

It was noted that there will be a follow up planning meeting in 4 weeks' time; date/time/venue to be announced closer to the time.

112.22.23 District/County Councillors Report

Cllr Pruden shares the boundary changes were approved at the latest Cherwell District Council meeting on 17 October, however it was odd that the border was down the middle of Symmetry Park.

Cllr Miller shares his thoughts on the meeting; conversation concerning planning objections are good, but what is needed is written objections. He reported that the national government want to create investment zones where planning and environmental regulations are lifted, along with lowered rates and employment taxes. Oxfordshire County

Council did not bid for this, but Cherwell District Council did. However, as Oxfordshire County Council did not bid, Cherwell District Council are not allowed to.

Cllr Miller also reports that the budget process is ramping up and have to find 10% in savings.

A member of the public queried the huge trucks that are currently driving through the village. Merton Road allows up to 7.5-ton trucks but larger vehicles are allowed briefly as trucks with building materials for Redrow as these larger vehicles cannot get through Islip.

Cllr D Seaward has reported weight limit sign has gone at the Redrow end of the village, and has been reported on Fix My Street.

Cllr Miller notes that there is a priority fund available although it is a small pot of £15k to be potentially spread across all villages. The deadline to request funds is January 2023. Cllr Miller to check guidance on what is allowed to be requested.

113.22.23 Minutes of previous meeting

Minutes of the meeting need minor amendments and will be presented to Chair offline for approval and signature.

Clerk notes that September's regularly scheduled Parish Council Meeting was cancelled due to the mourning period.

114.22.23 Matters arising

a. PC Aims

Cllr D Seaward requests feedback from other councillors regarding the PC Aims document and what work will be prioritised.

b. Ploughley Road Railings

Cllr Mann reports that the replacement railings estimate is £44k; this covers the whole length of railings, where replacement on the existing railings only is £22k. Cllr Rose suggests there may be grants or highways that can contribute. Cllr Mann suggests postponing railings replacement cost to 23/24 fiscal year. Cllr Rose to resend email concerning reserves.

ACTION FOR Cllr. Rose – investigate reserves to see if we can come up with funds, and need to forecast next year's budget. We can decide way forward offline and ratify at next meeting.

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c. Survey Next Steps

Cllr R Seaward asks if the questions we are asking still applicable; should we review to ensure this. There is also a consideration with the planning applications about, will this grab the attention of the residents.

Cllrs Mann and R Seaward to review by mid-November to align with the next planning meeting.

d. Website Review

Website is aged and is not secure, it does not meet current standards for parish council websites.



Cllr Mann suggests determining what we want website used for; what information we want, we lack branding,

There is an option to get email via the platform we have now, or get MS licenses for £5 per person per month.

ACTION FOR CLERK – send pics from member of the public as discussed and share with Councillors to get suggestions as to branding for Parish Council

e. Coronation 6 May 2023

We will plan a coronation party for the village, offline meeting to be scheduled to discuss way forward.

.115.22.23 Village Matters

a. Ploughley Road /A41 project update

The lights are still on the A41. Ploughley Road works is very far behind schedule despite Parish Council chasing constantly. Multiple meetings have taken place to discuss with no resolution.

Emails to be communicated and Cllr Miller to ask Oxfordshire County Council how many emails they have received

b. Home Farm Close - Building Works

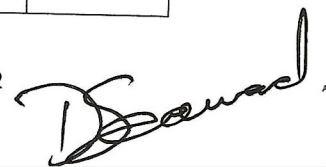
Complaints received from the homeowners on Home Farm close regarding the building works going on in the field behind concerning the gap in between.

Cllr Pruden to take the complaints to the Planning Office to discuss.

116.22.23 Planning Applications / Responses

a. The following planning applications were received from Cherwell District Council between meetings and were considered via email:

Application Number	Detail	Council Decision
22/03105/F	Proposal: Variation of Condition 2 (plans) of 20/01707/F - amendments to design and utilisation of permitted loft areas Location: Parts Of OS Parcels 1125 And 1621 North And East Of, Home Farm Close, Ambrosden	See notes below
20/00236/ENF	Enforcement of Land Rear of the Post Office on Merton Road, Adjoining No 2 Chapel Drive, Ambrosden, OX25 2NR	Support
22/03056/CLUE	Proposal: Certificate of Lawfulness of Existing Use for rear garden amenity area associated with Austin House Location: Austin House, Chapel Drive, Ambrosden, OX25 2RS	Object
22/03024/F	Proposal: Proposed removal of existing conservatory and construction of single storey rear extension Location: 32 Briar Furlong, Ambrosden, Bicester, OX25 2AD	Support
22/02866/OUT	OUTLINE planning application for up to 120 dwellings, vehicular and pedestrian access off Ploughley Road, new pedestrian access to West Hawthorn Road, surface water drainage, foul water drainage, landscaping, public open space, biodiversity and associated infrastructure. Access off Ploughley Road is not reserved for future consideration	Object



	Location: Land East Of, Ploughley Road, Ambrosden (Archstone)	
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To note regarding 22/00043/ENF and 22/03056/CLUE – noted that Cllrs Rose and Mann abstained from voting

Also to note planning application ref 22/03105/F – It was agreed the current planning application did not contain enough information to allow the Council to consider and render a decision.

ACTION FOR CLERK – contact Cherwell District Council Planning Department to request additional information along with an extension to the decision deadline to be able to consider this request

b. Summary of Hallam Meeting

Cllr D Seaward reported back on the Hallam presentation meeting that took place on Saturday 15 October, 2022 at the Village Hall. There were approximately 30-35 people that attended at varying intervals. There was some support and some objections.

Cllr R Seaward left meeting at 21:00

Cllr Mann asks what we want for the village or what we think the village needs? At the Hallam meeting, villagers expressed need for a pub, which would in reality be a big chain pub and not what the village needs.

117.22.23 Village Hall Update

a. Village Hall Pro-forma Portacabin Works

Cllr Cossens presented the proforma for the portacabin works for consideration and approval.

It has been agreed to approve the proforma for the portacabin works, however we need to check the deed of variation for S106 monies from Church Leys.

b. Village Hall Pro-forma Boiler Replacement

Cllr Cossens presented the proforma for the portacabin works for consideration and approval.

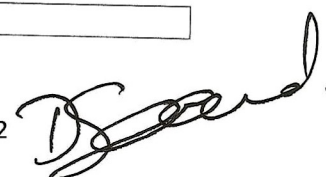
It has been agreed to approve the proforma for the boiler replacement, however we need to check the deed of variation for S106 monies from Church Leys.

118.22.23 Finance

Statement of Bank Accounts as at 29 September 2022

Community Account	£54,034.51
Business Savings Account	£23,838.11
TOTAL	£77,872.62

ACTION FOR Cllr Rose – review account and cashbooks



ACTION FOR CLERK – action minor changes to the cashbooks (net vs gross)
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No Direct Debits to be paid in October 2022

Accounts to be paid in October

Payee / Purpose	Details	Amount
HMRC	Q2 Payment	£873.80
Moore East Midlands	Annual Audit Assessment 21-22	£240.00
Village Hall	October Council meeting & Hallam Presentation	£44.00
Cherwell District Council	Emptying of 12 dog bins - 1Apr22-30Sep22	£1,400.26
Navitas	Website Hosting Yearly Payment + Email Storage	£100.00
Wages – Clerk / Street Cleaner	September Wages (approved offline 7 Oct 22)	£500.26
Allotment Deposit Return	Plot 13	£25.00
Allotment Weed Killing	Equipment – Butane Gas Weed Killer + Gas	£84.06

119.22.23 Reconciliation report together with payment and receipt cashbooks and copy of annual budget report were seen to all Councillors.

120.22.23 Approval for payments was proposed by Cllr. D Seaward seconded by Cllr. Rose and agreed.

121.22.23 The financial report was proposed by Cllr. Mrs Rose seconded by Cllr. Mrs Cossens.

122.22.23 Governance

a. Schedule of Policy Reviews

It was resolved that the Schedule of Policy Reviews has been accepted.

b. Accessibility for the APC Website

It was resolved that the Accessibility for the APC Website policy has been accepted.

c. Equality & Diversity Policy

It was resolved that the Equality & Diversity Policy has been accepted.

d. Public Participation Policy

It was resolved that the Public Participation Policy has been accepted.

e. Internal Controls

It was agreed that the review of Internal Controls will be carried over to next month.

f. Communications Strategy

It was resolved that the Communications Strategy has been accepted. It was noted to change the review date to October 2022

123.22.23

a. Allotment policy

Queries raised about policy's existence as we have an Allotment Tenancy Agreement and handbook



ACTION FOR CLERK – investigate existence of Allotment Constitution

b. Allotment maintenance

ACTION FOR CLERK – propose projected costs for allotment maintenance

124.22.23 Any Other Business

ACTION FOR ALL – please review and update action plan

Clerk reports there was an issue last month concerning Cherwell Environmental Services stopping collection of dog poo bins due to unpaid invoices by Springfields management company. Cherwell Environmental Services have confirmed to Clerk that this has been resolved and services have resumed.

Chair notes feedback from Hallam regarding feedback forms received at the Hallam meeting 15 October 2022. A total of 4 feedback forms were received, raising concerns from residents about school capacity. Hallam has since offered an additional £700k contribution. Cllr Rose shares that that contribution will go into an Oxfordshire County Council pot and may not ultimately benefit Ambrosden at all.

Chair notes that Oxfordshire County Council has provided their Ploughley Road 4 week look ahead.

Cllr Rose shares the update on the MUGA: this was agreed in principle but are now backtracking.

Meeting closed at 21:45

Signed:


Chair of Ambrosden Parish Council

Date:

17/11/2022

**Next Meeting – 7:30 pm Thursday 17 November 2022
Ambrosden Village Hall
ALL PUBLIC AND PRESS ARE INVITED.**