



## Minutes of Hanborough Parish Council

68/2017

At the meeting of Hanborough Parish Council held at 7.15 pm on Tuesday 14<sup>th</sup> March 2017 in the Pavilion Greenway Room, the following were present:

Dr Lidia K. Arciszewska	Mrs Gill Battams	Mr Peter Brittin	Mr Niels Chapman (Chair)
Mr Rod Fraser	Miss Penelope Marcus	Mr Steve Page	Mr Thomas Pringle
Mr Michael Rogers	Ms Lucy Tritton		

**In attendance:** Mr Jon Gammage (Clerk) and Mr Adrian Edwards, Responsible Financial Officer (RFO). Also attending were District Councillors Colin Dingwall and Carol Reynolds.

**Members of the public attending:** Three members of the public were present.

**238. To confirm if meeting is being recorded:** There was no indication that the meeting was being recorded.

**239. Public participation session:** A resident attended to suggest that council considered using some of the promised s106 monies to fund a community bus for use by local groups. The chair suggested that the resident worked with councillors to scope out a proposal for future consideration by council.

**240. To receive apologies for absence:** None.

**241. To receive declarations of pecuniary interest from councillors relating to agenda items:** None

**242. To sign, as a correct record, the minutes of the meeting held on 14<sup>th</sup> February 2017**

**RESOLVED:** That minutes of the meeting of 14<sup>th</sup> February 2017 be approved and signed as a correct record.

**243. Matters of report arising from the previous minutes:** None

243.1 (233) Evergreen Club grant: Councillors agreed that the cake grant could be used towards food costs instead.

**235. Report from the Environment Maintenance and Improvement Group (EMIG):**

235.1. To consider action to be taken on Bollards on Railway bridge: Councillors agreed that the lack of bollards on the bridge to protect users is not acceptable and should be put right by OCC.

**Action:** Cllr Dingwall to take up issue with WODC planning in relation to the new development in the area.

235.2. Countryfile traffic management: The group will meet organisers to see what improvements can be made.

235.3. To receive an update on discussions with the parade car park land owners: The group continues to work towards improvements in the layout of the area and to reduce congestion caused by delivery vehicles.

235.4. Path from school to The Pit area: The group is considering ideas to make this route more attractive.

235.5. Applications received, PC response pending (circulated at the meeting)

17/00607/FUL Willow View Swan Lane Long Hanborough Witney Oxfordshire OX29 8BT  
Erection of agricultural building, new gates and hard standing. (Part retrospective)

17/00443/RES Land East Of Church Road Long Hanborough Oxfordshire  
Erection of 50 dwellings with provision of play group facilities, public open space and ancillary enabling works together with access from Church Road.

17/00679/PN56 12 Queen Eleanors Court Long Hanborough Witney Oxfordshire OX29 8JD  
Conversion of office suite to self contained dwelling.

17/00578/RES Land South Of Witney Road Long Hanborough Oxfordshire  
Application for the approval of appearance, landscaping, layout and scale for 169 dwellings, open space and associated works for planning permission 14/1234/P/OP

17/00309/FUL Land South Of Witney Road Long Hanborough Oxfordshire  
Application for the approval of appearance, landscaping, layout and scale for 169 dwellings, open space and associated works for planning permission 14/1234/P/OP

### 235.6. Applications received and PC response made (circulated at the meeting)

- 17/00369/HHD 1 Park Lane Long Hanborough Witney Oxfordshire OX29 8JU  
Demolition of existing single storey rear extension and construction of two storey rear extension  
No Comments
- 17/00398/HHD 46 Church Road Long Hanborough Witney Oxfordshire OX29 8JE  
Erection of single storey extension  
No Comments
- 17/00545/PNT Land South Of Millwood End Long Hanborough Oxfordshire  
Installation of a 15m high lattice tower with 6 antennas, two 0.3m dishes, three equipment cabinets and ancillary development all within secure compound.  
Hanborough Parish Council objects to an "industrial" looking structure adjacent to the conservation area, but would find a more neutral or tree-like structure acceptable.

### 235.7. Planning application decisions notified by WODC (circulated at the meeting)

- 17/00018/HHD 23 Church Road, Long Hanborough - Approved.  
17/00021/HHD South Barn, 3 Millwood Farm Barns, Abelwood Road, Long Hanborough - Approved.

### 235.8. Planning applications pending decision (circulated at the meeting)

- 16/03948/OUT Land west of Church Road, Long Hanborough  
17/00091/FUL Goose Eye Farm Eynsham  
17/00369/HHD 1 Park Lane Long Hanborough Witney Oxfordshire OX29 8JU  
17/00398/HHD 46 Church Road Long Hanborough Witney Oxfordshire OX29 8JE  
17/00545/PNT Land South Of Millwood End Long Hanborough Oxfordshire  
17/00607/FUL Willow View Swan Lane Long Hanborough Witney Oxfordshire OX29 8BT  
17/00443/RES Land East Of Church Road Long Hanborough Oxfordshire  
17/00679/PN56 12 Queen Eleanors Court Long Hanborough Witney Oxfordshire OX29 8JD  
17/00578/RES Land South Of Witney Road Long Hanborough Oxfordshire  
17/00309/FUL Land South Of Witney Road Long Hanborough Oxfordshire

235.9. New Pye development north of Witney Road: Pye have asked to attend the next meeting to present plans for the next phase of their development in the parish.

**Action:** Clerk to book main hall for a 7:00pm start.

**Action:** Clerk to add approval of the use of a planning consultant in relation to this application at next meeting.

### 236. Report from Community & Leisure Group (CLG):

236.1. To consider quotes for "Keeping in touch with Hanborough" advertising campaign and website improvement: Councillors discussed various channels to share information with residents and agreed to defer any further expenditure while other methods are considered.

236.2. To receive an update on the planned dementia tea dance on 9th April and consider an advance of £200 to help with setup costs: Plans for the tea dance are progressing and organisers have asked for £200 to help with setup costs. Council agreed to underwrite up to £550 for the event in May 2016 so this advance would be repaid from income if possible.

RESOLVED: To advance £200 to the organisers to help with cash flow for the event.

Cllrs also reported that the dementia group is applying for grant funding to continue work to raise awareness in the parish and is meeting with Guideposts who are a multi-disciplinary social care & mental health charity.

### 237. Report from Finance and Other Business Group (FOBG): No meeting held.

### 238. Report of County and District Councillors:

District Councillor Dingwall noted that the new broadband procurement process is underway and that the latest local plan will go before the inspector in May.

District Councillor Reynolds reported that the proposed move of the Riely Close recycling point to the station car park is ongoing. She agreed to contact owners of the station car park for permission to host the recycling point.

### 239. Financial Matters

239.1. The monthly financial summary was circulated at the meeting and reviewed.

239.2. To approve the monthly payment schedule of accounts from 15/02/2017 to 14/03/2017

#### Receipts:

06/02/2017	Groundwork UK	Tesco	HAPI Grant	7,500.00
08/03/2017	S & R Childs		Cemetery Fees	400.00
08/03/2017	S & R Childs		Cemetery Fees	200.00
08/03/2017	Banbury Memorials		Cemetery Fees	100.00
07/02/2017	Jerrams Brothers		Cemetery Fees	200.00

RESOLVED: To make payment of the following Schedule of Accounts.

**Payments:**

14/03/2017	103404, 103405, 103406	Salary & Expenses	
14/03/2017	103402 The Flying Press Limited	Referendum Printing	196.84
14/03/2017	103403 Mrs N Richardson	Dementia Tea Party	200.00
14/03/2017	103407 Post Office (re HMRC)	PAYE	121.60
14/03/2017	103408 Oxfordshire County Council	Pension Fund	374.57

**240. To approve print costs for the referendum on the new playground land swap:**

RESOLVED: To approve print costs for the referendum on the new playground land swap at £196.84.

**241. To consider timetable and actions relating to the new playground:**

The results of Hanborough's land swap referendum have been verified by local barrister James Gibbons as follows:

Number of residents in agreement with the proposed land swap: 333

Number of residents opposed to the proposed land swap: 39

Spoiled voting slips (mainly no clear vote for either "agreed" or "refused"): 53

Councillors thanked the 425 residents who participated: this was considered a respectable level of response.

The Chair had met with OCC, developers and the school to discuss arrangements for the land swap and had subsequently drafted a letter to OCC for Councillors' approval, clarifying Parish Councils view on the detail.

**242. To receive report on quotes for new playground and approve choice of contractor to carry out work:**

Parish Council had received three quotes which were all broadly similar in value. Following a meeting with HAPI, Councillors proposed to Council that Sutcliffe be used as they had the most inspiring approach to the project and best appreciation of the local issues. Users and parents had also been consulted about the various proposals.

RESOLVED: To award the contract to Sutcliffe Play (South West) Ltd at a maximum cost of £96,000.

**Action:** Clerk and Chair to draft letter to award contract.

**243. RESOLVED: Due to the time, to suspend Standing Orders to allow important business to be concluded.**

**244. To receive an update on grass cutting contract and potential shared services:**

Cllr Arciszewska presented a summary of a contractors quote for the cuts.

**Action:** Clerk and RFO to gather other quotes into the same format for consideration by the Finance Working Group ahead of the next meeting.

**245. Great Get Together Community Event in memory of Jo Cox (17/18th June):**

Councillors were minded to support this event which is not expected to incur any cost to the Parish Council.

**246. Report of Clerk:** Nothing further to report.

The meeting was closed at 9:50pm. The next meeting will be held on Tuesday 11<sup>th</sup> April in The Greenway Room.

The Chairman. 11<sup>th</sup> April 2017