

**Minutes of the Little Coxwell Parish Council Meeting
Held in Little Coxwell Village Hall on Monday 12th December 2022**

1. Present: G Yarwood (Chairman), Fra Woodd, Dave New, N J Mattingley, A Whiteford (Councillors), C Weston (Clerk), A Benford (PPW), Cllr Bethia Thomas (OCC)
2. The Parish Council formally congratulated Bethia on her election to Leader of Vale of White Horse District Council
3. Apologies for absence were received from Cllr Elaine Ware (VWHDC), Cllr Simon Howell(VWHDC)
4. Declarations of interest. None
5. The minutes of the meeting held on Tuesday 20th September 2022 were approved.
6. Matters arising from the minutes of the last meeting.
 - 6.1. Installation of new bollards. The bollards have been ordered but there is a delay on delivery due to shortage of raw materials. The latest delivery date is week commencing 6th February 2023. The OCC Roads officer, Mark Francis, has agreed to install the bollards.
 - 6.2. Application for 20mph and 40mph limits. The consultation process took place early November. Unfortunately an objection was submitted which means the decision will be referred to the cabinet meeting on 26th January 2023. Both Bethia and the Parish Council will send letters of support in advance of this meeting (to andrew.gant@oxfordshire.gov.uk).

Action: Glen/Bethia
 - 6.3. Tree Maintenance. Andy Benford reported the tree at West Green on FixMyStreet. The council visited the site but reported that the maintenance is the responsibility of adjacent land owners and not Highways. Andy to forward the response to Bethia who will discuss with Mark Francis. (Post Meeting Note: Mark has responded that the land at West Green is marked as unregistered by The Land Registry and is not Highways land.)
 - 6.4. Power Cables by Village Hall Car Park. The electricity company has visited the site and carried out some preventative measures. The Parish Council will keep a watch on the vegetation growth.
 - 6.5. Jubilee Tree Plaques. Jeanette provided some options for materials and styles for the 5 plaques and requested any preferences and cost restraints from the Parish Council. It was agreed that the stake should be wrought iron such that it is firmly fixed and difficult to be moved or damaged. The plaque to be long lasting and also difficult to break or damage. The option 2 from Jeannette's email looked to be appropriate.

Action: Caroline
7. County & District Councillors' reports.
 - 7.1. Bethia reported on several items from the recent FATAAC (Faringdon Area Traffic Advisory Committee) meeting.
 - 7.1.1. Traffic lights will be installed at the A420 Great Coxwell turning before first occupation of the next housing development planned on Coxwell Road.

7.1.2.A pedestrian refuge will be installed at the A420 Fernham Road junction next year. Bethia was asked if this will include street lighting for safety and to protect the refuge at night.

Action: Bethia

7.1.3. There have been calls for an A420 Safety Working Party. Bethia commented that although there is no resource to set up a separate working party, this is a standing agenda item on FATAAC. In addition there is a FATAAC meeting scheduled for 23rd or 24th January which will be dedicated to the A420. Representatives from Little Coxwell Parish Council plan to attend.

7.1.4. Caroline to ask Sally Thurston for the recent minutes and to be included on the circulation for planned FATAAC meetings and minutes.

Action: Caroline

8. Planning

8.1. The following applications have been completed since the last meeting:

8.1.1. Broadleaze Barn – P22/V2336/AG, P22/V2584/AG Agricultural Implements and Straw Storage Barn. PLANNING PERMISSION NOT REQUIRED

8.1.2. Orchard House – P22/V2232/HH Single storey extension and car port.
APPROVED

8.1.3. The Homestead – P22/V1978/HH Single storey extension between main house and outbuilding. APPROVED

8.2. No applications are still in progress.

9. Grundon Quarry. Terms of Reference for the group have been agreed following several iterations. Whilst these TOR are not ideal from the Parish Council point of view, it was agreed to go ahead with the initial quarterly meetings and subsequently review their usefulness. Jolyon was hoping to have someone from the Planning Enforcement team to chair the meetings. The initial meeting won't now be held in December but likely early 2023. Glen/Caroline to contact Jolyon for progress and potential date.

Action: Glen/Caroline

10. Finance

10.1. Account Status. The Actual vs Budget YTD detail was distributed in advance of the meeting.

- Total bank balance stands at £9,748.50. Note: £2,500 reserved for the Playing Field costs.
- Income since last meeting £188.71 VAT Refund
- Expenditure since last meeting was in line with that agreed:
 - ◆ Defibrillator Battery £130
- Income due before next meeting - None
- The following expected expenditure before next meeting was approved (excl VAT):
 - ◆ £624 Bollards
 - ◆ £150 CCTV Annual Maintenance
 - ◆ £36 CPRE
 - ◆ £300 2 sets of Defibrillator Pads
- Expected Income due before next meeting - None

All known and estimated costs are approved. OCC has confirmed there will be no cost associated with the 20mph and 40mph speed limit changes.

- 10.2. Actual vs Budget – there are no significant variances apart from the £2,500 Playing Field allocation.
- 10.3. Annual Budget and Precept. A proposed budget and 3 year forecast was circulated in advance of the meeting. It was agreed to add a £400 spend into the budget for spend on a Kings Coronation celebration event in May 2023. It was agreed to maintain the Precept at the same level as recent years at £1,300.
11. CCTV. The only time this was used was following a lot of chalk marks appearing on the road and frequently outside people’s houses. This caused some concern so the footage was checked. The local police said there was nothing they could do as there was no crime at this stage. It was subsequently found that the markings were due to a running event being held the following day.
12. Footpaths. Andy B reported that all footpaths are in good condition. Dave New noted that people often step off the verge into the road along Fernham Road as they approach Sandy Lane to avoid the muddy area at the start of the lane. Dave to ask if we can put some stone or other suitable material into the dip and hence reduce the pools of water and mud.

Action: Dave

13. Village Playing Field. On 14th November Elaine received an email from James Carpenter stating “On the basis of a cold case review approach I can advise that my strategic property team would not at this current time recommend its disposal on either a sale or lease basis”. Elaine followed this up with the Vale property team and subsequently we received an email from Suzanne Malcolm (Deputy Chief Executive – Place) stating “I can confirm that the district council is happy to grant you a three year lease, with a landlord only rolling break after the first 12 months, to allow you to use the land as a meanwhile use for recreational purposes, from completion of the legal documentation.” Suzanne continues saying she has asked her surveying team to draft heads of terms which will be forwarded to us for consideration.

The Parish Council are extremely disappointed with this response given the long history (since 2014) and repeated promises from the Vale for a long term agreement. The spend to date by the Parish Council on Solicitor fees is £3,493.

It was noted that this piece of land is not in the recent “Call for Land” documentation. The PC would like to know if this proposed 3 year lease is now a typical duration for leases being given out by the Vale. Bethia said the Vale is attempting to rationalise all leases across their property portfolio following years of outsourcing much of the teams work. The land usage appears similar to Great Coxwell Playing Field and it was agreed to find out from Great Coxwell who owns their land or if it is leased.

Action: Caroline

It was agreed to ask Surrey Hills Solicitors how much it would cost for them to provide further advice on this latest lease development and whether the fact that we can evidence use of the land for recreational purposes for a number of years (how many? Paid rent since 1972?) gives us any protection or legal rights.

Action: Glen/Caroline

14. Sundry Items - None

15. Date of next meeting.

The date for the next meeting is Tuesday 7th March 2023 at 6pm and held in the Village Hall