

LOWER HEYFORD PARISH COUNCIL

An ordinary meeting of the Lower Heyford Parish Council was held in the Village Hall on Thursday 21st September 2006 starting at 7.00pm.

Present:

Mr Alan Humberstone (Chairman)
Mrs Denise Ball
Mrs Robin Hepworth
Mr Peter John (from Min 54.3)
Dr Michael Rodgers

Mr Roger Bowen (Clerk)

3 members of the public

47. APOLOGIES FOR ABSENCE The Clerk advised of apologies received from Parish Councillor Graham Moore who was away on business and from Parish and CDC Councillor James Macnamara who had a business engagement.
48. MINUTES The Minutes of the previous meeting held on 20Jul06 were agreed and signed by the Chairman as a true record.
49. MATTERS ARISING FROM THE MINUTES It was agreed that all matters arising had been included in the Agenda (*and have been indicated by shading*).
50. DECLARATIONS OF INTEREST
a) Chairman – Min 64.4 – the declaration of personal and prejudicial interest made in circulation as the planning site borders his residence was noted
b) DB – declarations were made as follows:
i) Minute 59.1 – personal – as required by her registered interest of being the Council’s representative on the VHMC
ii) Minute 64.1b – personal and prejudicial – proximity of planning site to residence
iii) Minute 65.1 – personal – Member of PCC
51. ENVIRONMENT
51.1 Parish Map
a) Fete 02Sep06 (see also Min 59.2b(i) below) – Sales of 1 unframed and 3 framed maps were noted.
b) Group meeting 18Sep06 – The Clerk outlined the following matters arising which were noted:
i) Phase 1
aa) Sales outlets-failure to display map as per the conditions of sale [see Min 73.3a(iii)] – to be pursued in respect of:
aa¹) The Bell
aa²) Boatyard shop (Oxfordshire Narrowboats) – *The Meeting here noted the Clerk’s advice that it had since been established the display copy had been sold and consequently a replacement, and a further display copy for the tea rooms, were in the course of supply*
bb) Framing – quotes to be sought locally for a now needed stock replacement order
cc) Parish News – article promoting the map as Christmas present in October edition
ii) Phase 2
aa) Preparatory work – proceeding slowly
bb) Options for form and content – to be considered at a Group meeting in December
c) Financial Report (Phases 1+2) – The Clerk advised the current deficit as £411.52.

- 51.2 CDC-Joint Countryside and Environment Forum 11Oct06-‘The Future of North Oxfordshire’s Woodlands’ The Meeting received the invitation and noted that the Chairman and Clerk were to attend.
- 51.3 CDC-Recreation Strategy for Cherwell (Review of Cultural Strategy-see Min 38.9/01) The Review Options questionnaire was formally received and it was noted that the Council had not wished to respond.
- 51.4 Valley News The Meeting received and considered the Editor’s letter setting out options for the future as follows:
- a) Termination; with the other parishes concerned to join LH in issuing a newsletter – felt that VN should be able to stand independently, irrespective of whether LH or other parishes issued their own newsletter; and that its demise would be very much regretted
 - b) Supply only to those households willing to pay £3.00 per annum – thought not to be workable
 - c) Condense in order to reduce cost – not seen as realistic solution
 - d) PCs to pay a proportion of production costs with £300 suggested for LH – **agreed**; with finance to be included in the precept for 2007/8 if this option taken up by Editor; though the Council would like to see this venture linked to the appointment of ‘sub-editors’ in each parish with a mission to produce copy from their parish

52. LOCAL GOVERNMENT LIAISON

- 52.1 OCC Environment and Economy-meeting with towns and parishes 26Jul06 The Clerk had attended and reported on a wide-ranging agenda though with little in the way of edification and that the one item of specific interest to the Council had been the acknowledgement by OCC that, in relation to the RAF jet crash on the A4260 south of Sturdy’s Castle, the traffic diversion via the weight restricted Station Road rail bridge (see also Min 53.2 below) had been a conscious decision in emergency circumstances.
- 52.2 CDC-Annual Parish Liaison Meeting 09Nov06 The Meeting received the invitation and it was agreed that the Council would be represented by DB, RH and the Clerk.

53. HIGHWAYS

- 53.1 OCC-vegetation obstructing highway-Freehold Street (beneath Bromeswell Close corner alongside number 1, BC)-overgrown hedge (row of mature trees), impairing drivers’ vision on exiting from BC, cut almost to the ground-OCC’s refusal of Clerk’s request on behalf of householder for a fence to be provided The Meeting noted, for information, that the remains of the trees had been cleared and a wooden fence installed, which work the Clerk believed had been carried out by OCC.
- 53.2 Station Road Rail Bridge
- a) Weight limit contravention-Council’s agreed surveillance exercise – The Meeting addressed the implementation of this resolution in view of the fact the Clerk had notified he was aware of 1 Member only being prepared to take part. It was agreed that the exercise should go ahead with RH and the Clerk to join MR in participation and with 2 Station Road residents to be approached to join the team, in addition to 1 who had already volunteered.
 - b) Network Rail/OCC-replacement project – see Min 119.5b – the following updates were noted:
 - i) Consultation presentation – now scheduled for November
 - ii) Implementation – programmed for Nov07
- 53.3 Gulley cleansing-OCC agreement to inspect and clean out as necessary The Meeting *considered* the Clerk’s appraisal of the situation as follows:
- a) Lower Heyford – an apparent improvement – *monitoring to continue*
 - b) Caulcott – no action and almost all silted – *to be raised with OCC*

53.4 OCC-Portway/B4030 crossroads-holes in 'Give Way' sign on approach from Kirtlington It was noted 3 large bullet holes (likely .22) had been shot through and that OCC had reported this to the police and had a replacement plate in hand.

53.5 Jubilee Oak, Market Square It was noted that deadwood within the tree had given rise to public safety concerns and a report/quotation from Town and Country Trees for work to both clean out the deadwood and raise the canopy at a net cost of £475.00 was received. The Clerk advised that the owner of the tree, which was not on highway land, would be liable in the case of injury or damage and this was seen as likely to be Corpus Christi College rather than the Council. The Council agreed that in the first place CCC's Land Agent would be approached to accept responsibility and otherwise, if the Council itself should undertake the work, it would:

- a) Raising canopy – include this non-essential work which was seen as prudent
- b) Quotes – obtain a further 2 as recommended by the Clerk
- c) Tree Works Order – apply to CDC for this prior to implementation

54. RIGHTS OF WAY

54.1 COCC-Community Rights of Way Improvement Fund (RWIP)-proposed works to FP 11

a) Funding – It was noted that due to some losses of anticipated financial support, OCC had now restricted the scheme to proposals under £600 and that the Council had been assured its registered interest could be approved as a minor scheme subject to Highway Authority consent (see (b) below)

b) Highway Authority consent – The Clerk advised he had established to his satisfaction that the site was on highway land and that OCC had notified they would not object provided the works, as follows, were constructed to an acceptable standard and that proximity to the carriageway would not present a hazard to road users:

- i) Steps to be cut into bank
- ii) Handrail to be installed
- iii) Wicket gate at top (possibility)

54.2 Definitive Map and Statement of Public Rights of Way-reissue wef 21Feb06 These were formally received and the Clerk reported on the subject of suggestions for improvement made to OCC as follows in respect of the Statement on last reissue in 1999 (see Min 85.1/99), which OCC had explained remained unactioned because it was not possible to make such changes without Definitive Map Modification Orders, which they hoped to be able process when resources permit:

- a) FP 3 (South Street to Lower Heyford Road) – starting from Brook House now seen as more appropriate than from 'near Caulcott House'
- b) FP 6 (Freehold Street to Station Road) – starting from east end of Paine's Cottage to replace 'opposite the Post Office' (which was relocated in 1989)

54.3 Roads Used as Public Paths (RUPP) It was noted that these had been reclassified wef 02May06 as Restricted Byways (usage on foot, on/leading horses and vehicles other than mechanically propelled) in accordance with s.47 of the Countryside and Rights of Way Act 2000 and that consequently CRB 1 (Aves Ditch path) (initial classification as carriage road mainly used as bridleway), subsequently superseded by RUPP 1, had become RB 1.

55. PROPERTY

55.1 Timetable display case It was noted that the replacement perspex cover noted at the last meeting had itself been smashed, and the timetables within despoiled, and had consequently once again been replaced; and that:

- a) Bus services – unchanged timetable replaced again from computer record
- b) Rail services – awaited FGW timetable (revised wef 11Jun06 and incorporating the new Sunday services) [see Min 34.1b(i)] had been received and was on display, and had consequently been replaced by a duplicate held

55.2 Notice-boards

- a) Canalside-CDC offer to replace with pole mounted to match a new BW board adjacent at their expense – see Min 46.2a and also Min 56.1a(iii) below – It was noted that the offer had been accepted and that the new board was to be dark green
- b) Deployment as a consequence of (a) above – The Clerk’s proposal that when the new board (see (a) above) had been installed, the existing canalside should replace that on Freehold Street by KGF, with the latter, which was in very poor condition, being surplus to requirements was agreed; and the Clerk advised both that the KGF board had very recently become detached from its supports (probably wear and tear rather than vandalism) and the existing canalside board needed some repair work prior to relocation.

56. PUBLIC TRANSPORT

56.1 Heyford Station

- a) OCC/FGWL station enhancements scheme-implementation progress – see Min 117.1 – This was noted as follows:
 - i) Pathway from Station Road to southbound platform steps – pre-treated wood enclosure for BW wheelie bins erected which, the Clerk made clear, was not expected to be otherwise stained or painted
 - ii) Planters (4 cast-iron)
 - aa) Planting-S. J. Enterprises – preliminary plantings (3 plants in each planter) had been stolen and whilst each planter had been subsequently fully planted up, approximately 14 plants had since been stolen too
 - bb) Sponsorship – notices publicising this were in course of production
 - iii) Notice-boards (Heyfords Circular Walk information) – see Min 117.1a(ii) – matching style BW and LHPC notice-boards to be installed (see also Min 55.2a above) and the Clerk advised that although OCC had presented this feature under the HCW title, there had been no suggestion that this was to be its sole purpose
 - iv) Shelters (heritage style) – see Min 117.1a(iii) – 1 installed on southbound platform with the other in the course of modification in order to overcome a problem with a power supply cable beneath the northbound platform
 - v) Seating-cast iron benches with wooden slats – see Min 117.1a(v) – 1 installed on northbound side with the other to follow when the 2nd shelter (see (iv) above) is fitted
 - vi) Landscaping-rear of southbound platform – see Min 117.1a(iv) – bark chippings laid on plastic sheeting until such time as the ground might be planted
 - vii) Station signage – fingerpost tourism signs [see Min 117.1a(viii)(B)] installed outside each platform exit
- b) Projects under consideration by OCC/FGW for 2007/8 – These were noted as follows:
 - i) Car park improvements (signage, marking out, disabled provision etc)
 - ii) Fencing and gardening along the B4030
 - iii) Level access to the southbound platform
- c) Oxford Canal Partnership (OCC/BW/CDC/Oxfordshire Narrowboats) – The objectives were noted as follows:
 - i) Encouragement of sustainable access to the Oxford Canal by train
 - ii) Marketing strategy for summer 2007
- d) Graffiti incidents – The Clerk advised that in the first place the inside walls of the foot-bridge had first been scrawled on, though since this seemed to have been added to and both the new platform location boards had since been daubed. The Clerk further advised that whilst OCC considers removal of this graffiti should be taken care of in due course by routine FGW inspection, for the future, the Community Adoption group (see Min 34.2b) could be responsible for such tasks with removal tools and chemicals being provided.

e) Hopcroft's Holt crossroads-absence of Heyford Station direction sign – It was noted that correction of this deficiency had been pursued by the OCC Rail Development Officer and had been approved in principle by Highways

f) Station Yard (ex-Trackway) – The following was noted:

i) Ownership – see Min 121.2/04 – this had been established as with BRB (Residuary) Ltd

ii) Local press articles indicating that the site is for sale – BRB(R) Ltd had confirmed that these were incorrect, though it is proposing to hold discussions with OCC about possibilities for future use related to the railway

iii) Oxfordshire Narrowboats – the Clerk's advice that ON understood to be interested in acquisition for a car park

56.2 CRUG (Heyford/Tackley faction) It was noted that a further meeting with the FGW Regional Manager was planned to consider the financial aspect of the Sunday service operation and the way forward.

56.3 PTR meeting 01Aug06 The Meeting heard a report from the Clerk who had attended in place of PTR, Peter John, with particular reference to:

a) Bus punctuality surveys – to be carried out in respect of all services in accordance with the Bus Strategy and PTR's asked to report consistent unpunctuality

b) Parish Rail Forum – planned for end of year with the Council's interest having subsequently been registered

c) Best Kept Station competition – being considered in connection with the Community Adoption scheme (see Min 34.2b and Min 56.1d above)

d) Bus stop flags – see also Min 56.4 below – required by the Information Strategy (see Min 11.1b)

56.4 OCC-shelter bus stop pole-Stagecoach flag stolen – see also Min 56.3d above – It was noted that route operator RH Transport does not have its own flags, though the Clerk advised that the Stagecoach flags along the 25/25A route had been acquired by RH on changeover, and consequently that a standard OCC flag ordered by OCC as replacement should be installed next month.

57. ADMINISTRATION

57.1 Website-The Local Channel It was noted that registration had been confirmed and the User Manual provided and the Clerk advised that his initial priority was to achieve input of the names and contact details of the Members and Clerk.

57.2 Electoral Register-Rolling Register amendment 17Jul06 The Meeting received the Clerk's comparison report with the previous amendment of 23May06 (see Min 35.3) and noted an increase of 4 giving a revised total electorate of **396**.

57.3 Oxfordshire Training Partnership-Risk Management Training course 11Oct06 The Council agreed to the Clerk's request to attend at an OALC member's cost of £20.00.

58. FINANCE

58.1 Payments – These were duly authorised as follows:

a) Cheque-LHVMC £ 44.99

Hire 20Jul06 £6.75 + recycling site Apr/Jun06 £38.24

Authority - Local Government Act 1972 Schedule 12 s.10(1)

b) Direct debits-Staples UK Ltd

i) Jul06-office supplies £34.21 + VAT £5.99 £ 40.20

ii) Aug06-copying £40.85 + office supplies £4.24 + VAT £7.89 (due 05Oct06) £ 52.98

Authority - Local Government Act 1972 s.111(1)

58.2 Financial Statement Jul/Aug06 This was presented by the Clerk showing balances as Current £154.71, Deposit £3,057.67 and Lennard Trust (deposit) £654.30 and was approved.

58.3 Budget Progress Statement to 21Sep06 This was presented by the Clerk showing an available reconciled balance of £5,929.10 (including VAT refunds due £21.89 and £2,750.00 second half of precept unpaid) and was approved.

- 58.4 Free Resource (Local Government Act 1972, s.137)-index linking It was noted that the permitted amount per elector for 2006/7 had been notified as £5.44.
59. VILLAGE HALL
- 59.1 VHMC-sale of existing premises to Jehovah's Witnesses-legal transfer-Deed of Release from Corpus Christi College covenant The personal interest declared by DB (see Min 50b(i) above) was noted. The Clerk advised there had been no progress and the Land Agent had informed that a reminder had been conveyed to the College.
- 59.2 VHRC-relocation
- a) Questionnaire – It was noted that a meeting to consider the outcome of the public consultation was not to be held until the covenant issue (see Min 59.1 above) had been resolved and the Clerk advised that the collection exercise was not fully concluded.
- b) Relocation fund
- i) Lower Heyford and Caulcott Fete 02Sep06 – It was noted that the event had raised the sum of £930.85
- ii) Future fund raising – It was noted that that the present Committee (VHMC/PFMC/S&S Club) was asking the VHRC to assume responsibility for fund raising after the bonfire party on 04Nov06.
60. ENVIRONMENTAL SERVICES
- 60.1 Fly-tipping-layby on Lower Heyford Road, Caulcott
- a) CDC enforcement-identification papers recovered from scattered rubbish – The Clerk advised he had ascertained that CDC was pursuing this matter with a view to prosecution and was currently taking legal advice in view of the non-cooperation of the party concerned and the lack of a legal power of arrest.
- b) Incident-5 tyres – It was noted that this had been reported to CDC and subsequently cleared away by them.
- 60.2 Recycling site, Village Hall car park-paper bin It was noted that 1 of the roof sections had to be replaced by CDC after having been seriously vandalised and the Clerk advised that the bin itself had recently been repainted.
- 60.3 Dogs (Fouling of Land) Act 1996-repealed It was noted that although the Act had been repealed, the offence had been preserved, so existing anti-dog fouling stickers may continue to be used (see also Min 60.4a(vi) below).
- 60.4 Clean Neighbourhoods and Environment Act 2005
- a) CDC-Enforcement Policy Statement – The Meeting received the Statement and noted the Policy as summarised below:
- i) Vehicles
- aa) Abandoned-removal – see also Min 58.3/05
- aa¹) Occupied land – 15 day notice with action under Environmental Protection Act 1990 where objection received and considered to be a statutory nuisance
- aa²) Highway land – 7 day notice; but immediate if considered fit for destruction
- bb) Nuisance – 2 or more for sale within 500 metres on the highway or any being commercially worked upon – fixed penalty notice £100
- ii) Litter and Refuse
- aa) Scope – Act applies anywhere in open air (including water and private land) – fixed penalty notice £75 (see (b)(ii) below)
- bb) Cigarette ends etc and discarded chewing gum – for the avoidance of doubt, the Act specifies that these items are litter
- cc) Accumulation leading to reduction in environmental quality – 28 day Litter Cleaning Notice can be served on owner
- iii) Waste Receptacles – notice can be served on occupiers specifying location for collection etc

- iv) Graffiti and Other Defacement (includes fly-posting)
 - aa) Graffiti – will endeavour to remove offensive within 48 hours; though 28 day Defacement Removal Notice against property owner can be issued
 - bb) Fly-posting – see also (c) below – primary legislation will continue to be Town and Country Planning Act 1990, though consideration may be given to the issue of ASBOs
- v) Fly-tipping
 - aa) Minor incidents – to be regarded as aggravated littering and dealt with under litter policy (see (ii)(aa) above)
 - bb) Prosecution – will be undertaken in the public interest wherever sufficient evidence (cf Min 60.1a above)
- vi) Dog Control – no plans to make a Dog Control Order under the Act, with enforcement under Dogs (Fouling of Land) Act 1996 (see also Min 60.3 above) to continue – fixed penalty notice £50

b) Related CDC matters – These were noted as follows:

- i) Litter-Winter Blitz of rural verges – to be carried out annually between November and February
- ii) Fixed penalty fines – set at £75 where CDC has the discretion within a £50 to £80 range
- c) Flyposting-adoption of local councils' powers – The Meeting received the Clerk's report and agreed with his conclusion that this was not a viable option.

60.5 CDC-Refuse and Recycling collections – see Min 46.2b – The Meeting received and noted the Clerk's Parish News article publicising the following matters raised with CDC together with the gist of their response as summarised below:

- i) Closure of bin lids – like them to be closed but bin should not be passed up if only slightly ajar
- ii) Recyclables in excess of box or bin capacity – not definitively answered; but whilst the odd item left by the box or bin **might** be acceptable, bagged up matter **will not** be taken
- iii) Garden refuse in excess of bin capacity – seems will be taken only if in official CDC biodegradable sacks
- iv) Plastics-types acceptable? – what they really want is HDPE and PET bottles (together encompassing milk, shampoo, washing machine liquid, fizzy drink and washing up liquid containers etc), but they do not say that they will reject other types
- v) CDC staff inconsistency in collection – admitted; with the use of agency staff largely blamed, though this practice was being phased out in favour of their own fully trained staff
- vi) Glass (unsolicited information) – re-usable bottle bag for people to carry to recycling site to be trialled in Lower Heyford *and it was noted that these (6 bottle capacity) had since been issued (though not in Caulcott –as no walking distance recycling site)*

61. HEALTH

61.1 Keep the Horton General campaign

- a) Oxford Radcliffe Hospitals NHS Trust-Strategic Review public consultation-extension of response deadline – It was noted that the Oxfordshire Health Overview and Scrutiny Committee suggestion had been accepted with a new closing date of 13Oct06 having been established.
- b) CDC – The Meeting received and noted a summary of the highly critical interim response to the consultation proposals and also noted that the Executive was to consider the final CDC response at its 02Oct06 meeting.

62. HOUSING

- 62.1 Affordable Housing project-location and approval of new site The Clerk advised that there had been no progress and that Corpus Christi College's consideration of the alternative sites as follows had been delayed through OCHA's original letter, sent to the wrong address, not having been received by the Land Agents:
- a) Station Road-field west of the Manor Farm access track
 - b) The Lane-field along east side using existing access behind College Farm House

63. UPPER HEYFORD BASE

- 63.1 Planning consultation 05/00312/F (offices and document storage-for Datacare Business Systems Ltd) (effective renewal of 03/02150/F, but for different buildings) The Clerk advised of no known progress with determination.
- 63.2 Planning consultation 05/00416/F (renewal of 04/00650/F (storage, refurbishment, sales/hire of cranes and access equipment)-for Terranova Lifting Ltd) – see also Min 63.3 below – The Clerk advised of no known progress with the outstanding routing agreement (to incorporate the application at Min 63.3 below as well).
- 63.3 Planning consultation 05/00592/F (hardstanding for storage and refurbishment of cranes and access equipment-for Terranova Lifting Ltd) – see Min 63.2 above
- 63.4 Planning consultation 06/00833/F (renewal of 04/01690/F (car storage and distribution) until 27Nov07-for Walon Ltd) – see also Min 63.5 below – It was noted that the application had been refused as detrimental to the Conservation Area and contrary to policy TU2/draft CPB; and that enforcement action is to be taken to secure removal of cars from site and restoration of land and buildings to their former condition with 12 months for compliance and the Clerk advised that the applicant had lodged an appeal against refusal.
- 63.5 Planning consultation 06/00852/F (variation of Condition 1 of 04/01690/F (car storage and distribution) to remove requirement to restore land and buildings to original condition-for Walon Ltd) – see also Min 63.4 above – It was noted that the application had been refused as contrary to Policy TU2.
- 63.6 Planning consultation 06/01369/F (effective renewal of expired 05/00815/F (police office)-for Thames Valley Police) It was noted the Council had raised no objections and that temporary conditional consent had been granted.
- 63.7 Planning consultation 06/01403/F (renewal of 05/01301/F (storage of aircraft parts)-for Aeromech International Resources Ltd) It was noted the Council had raised no objections and that temporary conditional consent had been granted.
- 63.8 Planning consultation 06/01473/F (retention of use (see Min 30.5-refusal of identical 06/00488/F) for storage of exhibition units and other vehicles)-for R. Brown t/a MVS and Less Ltd) It was noted that the Council had raised no objections in view of the understanding that the environmental problems which had been responsible for refusal of the earlier application had been overcome.
- 63.9 Planning consultation 06/01474/F (renewal of 04/01003/F (storage, distribution and ancillary assembly of life size model cars)-for Mrs R. Stanford t/a Events Management International) It was noted the Council had raised no objections and the Clerk advised that temporary conditional consent had been granted.
- 63.10 Planning consultation 06/01533/F (renewal of 05/01269/F (storage, distribution and processing of timber and timber products)-for Boise Building Products Ltd) – see also Min 63.11 below – It was noted that the Council had raised no objections.
- 63.11 Planning consultation 06/01534/F (renewal of 05/01268/F (storage, distribution and processing of timber and timber products and ancillary office)-for Boise Building Products Ltd) – see also Min 63.10 above – It was noted that the Council had raised no objections.
- 63.12 Planning consultation 06/01550/F (effective renewal of expired consent 04/01325/F and renewal of consents 04/01704/F and 04/01781/F (offices, storage and component assembly)-for Integration Technology Ltd) It was noted that the Council had raised no objections.

- 63.13 Planning consultation 06/01742/F (renewal of 05/01526/F (storage and ancillary assembly of environmental control equipment)-for Ranik and 2H Ltd) It was noted that the Council had raised no objections.
- 63.14 CDC-Draft Supplementary Planning Documents (LDF)-Revised Comprehensive Planning Brief and Sustainability Appraisal Report-consultations The Meeting formally received the consultations, and:
- a) Public meeting-Heyford Park Chapel 08Aug06 – It was noted that the meeting, attended by the Chairman, DB, Cllr Macnamara and the Clerk had consisted of a repeat of the presentation given to the UHBPF (see Min 63.15b below) summarising the change of planning process background, the reasons for the CPB revision and its principal proposals; though most of those attending did so because of anxieties about their own base housing tenancies (with NOC) and were disappointed that CDC could not give assurances in this respect, as it was not a matter of their responsibility.
 - b) Adoption – It was noted that this was scheduled for consideration at the 20Nov06 Executive meeting and when adopted will supersede the following current SPG:
 - i) Comprehensive Planning Brief adopted Aug99
 - ii) Temporary Use of Land and Buildings adopted Sep04
 - c) Response – The Meeting received the Clerk’s response expressing broad approval of the CPB and raising a number of points relating to the detail of both documents, the most significant of which follow:
 - i) Heyford Bridge – whilst this has been largely correctly identified as such, there are 2 references to it as ‘Rousham Bridge’
 - ii) Heyford Station – the documents do not acknowledge that the often mentioned railway station at Lower Heyford is actually named ‘Heyford’
 - iii) Services from Heyford Station – clarification that all trains northwards now (since FGW) terminate at Banbury
 - iv) Cherwell Valley Parishes – has been wrongly named as ‘Upper Heyford Parishes’ in the SA list of consultees
- 63.15 Upper Heyford Base Planning Forum
- a) 13Apr06 – see Min 8.14 – It was noted the meeting had been inquorate and therefore that no Minutes will be issued
 - b) 26Jul06 – see Min 63.14a above for summary of presentation content – It was noted that this meeting, attended by the Chairman and DB had also (see (a) above) been inquorate
 - c) 25Oct06 – It was agreed that RH would represent the Council
- 63.16 Cherwell Valley Parishes-financial position – see Min 96.18
- a) Creditor-outstanding balance of account for professional representation at appeal hearing – It was noted that subsequent to a further payment having been made following the appeal to the Members for financial support, the creditor had waived a sum of some £800 remaining unpaid.
 - b) Budget heading – The Meeting considered that it would be prudent to retain the £450 remaining in this account at least until the anticipated NOC application had been submitted.

64. PLANNING

64.1 Caulcott Farm (D. R. Jones and Son)

a) 03/00213/F (erection of new straw building with access including closure of access to South Street and hardstanding)-Condition 11 (implementation of approved landscaping scheme)-assessment of planting with a view to objecting to CDC's decision not to enforce if found not to be to plan – It was noted that DB and the Clerk had carried out their inspection and that, without having regard to planting patterns and spacings or species specified, all the areas scheduled appear to have been fully planted, and whilst that on the east side of the access road has been taken much closer than required to the neighbouring rear gardens, it would appear to be the applicant's prerogative, outside the approved plan, to plant where he wants to on his own land. Consequently, the Council agreed that the matter would be considered closed.

b) 06/01806/F (retrospective-change of use of site for cutting and bagging of timber logs) – DB left the room for the duration of this item as required by her declaration of personal and prejudicial interest (see Min 50b(ii) above). The application was received and it was noted that as the anticipated (see Min 37.1a) noise mitigation measures had not been incorporated, the Clerk had ascertained that CDC was requiring detailed advice in writing and on a plan of noise attenuating measures both introduced and proposed. The Council agreed that without this supplementary detail the application was no more than a duplicate of that refused [05/02481/F-see Min 14.1a(ii)(B)] and that it would maintain its opposition as an interim response to CDC, with a further response to follow as and when the awaited noise attenuation detail was received.

c) 05/02481/F (retrospective-change of use of site for cutting and bagging of timber logs-as amended by revised site plan)-**refused**-enforcement (ENF. 8/06) – It was noted that the enforcement notice still had not been issued and that CDC was to take legal advice regarding whether this should be halted in view of the new application (see (b) above), once the details required (also see (b) above) had been provided.

64.2 06/01028/F (Hill View House, Lower Heyford Road, Caulcott-change of use of land to provide new domestic driveway and access to highway, two storey extension to north elevation and extension of porch canopy on south elevation-for Mr and Mrs J. Fletcher)

It was noted that conditional consent had been granted and the Clerk advised that exceptional Conditions stipulated matching materials; before development approval of landscaping scheme to include details of tree and shrub plantings and turfing/seeding + details of trees and hedgerows to be retained and to be felled + all proposed base of tree/hedgerow soil levels and minimum distances from nearest edge of any excavation, with landscaping to be carried out in 1st planting season following occupation or completion and replacements for any failures to be planted during 1st 5 years; prior to construction of extension means of access between land and highway to be formed in accordance with specification including ancillary works; car parking and manoeuvring areas to have prior approval and to be completed before occupation and be retained unobstructed; prior to proposed access being brought into use, the 3 redundant accesses to be permanently stopped up and hedgerow planted across + verges to be restored in accordance with a landscaping scheme which to have prior approval; prior approval for details of all boundary treatments which to be agreed and erected accordingly before use of access; and development rights withdrawn for buildings, structures and hard surfaces within extended curtilage.

64.3 06/01349/F (1, Valley View-single storey extension to side progressing to double storey to rear-for Mr and Mrs Darren Osborne Mackay)

It was noted that the Council had not objected, but had raised concerns about the impact of the 2 storey extension to the rear and had criticised the sub-standard nature of the consultation plans received; and that subsequently the application had been withdrawn.

- 64.4 06/01633/F (4, Knapton's Croft-one and a half storey side extension with two storey front extension conservatory to rear-for Mr and Mrs G. D. Morley) The Chairman's declaration of personal and prejudicial interest (see Min 50a above) was noted, but he did not leave the room in view of the fact that the Council merely noted no objections had been raised and did not consider or discuss the application.
- 64.5 06/01703/F (Lime Hollow, Lower Heyford Road-change of use of agricultural land to tennis court with 2.7 metre high fences surrounding-for Dr and Mrs G. Moncrieff) The Meeting noted receipt pending establishment of the Council's response, and that in association with this application, a slight alteration to the siting of the garage approved under 05/01941/F (see Min 101.2) had been agreed by CDC as a minor amendment.
- 64.6 06/01762/F (Oak Tree Barn, Greenway- non-compliance with Condition 11 (permitted development rights withdrawn for new windows) of 05/00153/F to allow the enlargement of sitting room window (2 small to be enlarged into 1) and repositioning of door to store (later retrospective)-for Richard Bennett) The Meeting received the application and resolved that whilst no objections would be raised, it would be suggested to CDC that 2 **separate** windows each twice as wide as the existing, which would still leave a length of wall between, would be more appropriate to the vicinity. Otherwise, the Clerk advised that the retrospective measure (not identified as such by CDC) was to authorise the builder's variance from the developer's plans.
- 64.7 06/01819/TCA (Heyford House, Church Lane-fell Atlantic Cedar; trim snags and broken branches of Beech; raise crown of Red Horse Chestnut to 2.4m; fell Horse Chestnut; reduce overhanging branches of line (hedge) of Yews; reduce 2 Yews by 2m and 4m respectively; fell Laburnam; fell 2 False Acacia; remove dead wood from False Acacia and reduce height of Holly to match adjacent hedge-for Mrs Brooke-Little) The Meeting received the application and resolved that no objections would be raised.
- 64.8 06/01822/TCA (56, Freehold Street-fell Fir tree-for Mrs Mavis Bishop) The Meeting received the application and resolved that no objections would be raised.
- 64.9 CDC-Local Development Framework
- a) Statement of Community Involvement – see Min 78.12 – It was noted that the document had been adopted on 24Jul06
 - b) Site Allocation Development Plan Document (Banbury and North Cherwell) Issues and Options Paper-consultation-3 Caulcott sites scheduled - The Meeting received and noted the Clerk's response to CDC advising corrections to the detail, including CDC's apparent confusion between the Greenway site already developed (see Min 12.6/05) and a further site adjoining, and objecting strongly to the inclusion of each of the 3 sites.
 - c) Village Categorisations-service/facility questionnaire – The Meeting received and noted the Clerk's *response* as follows and that he had notified CDC that the Horse and Groom public house is the only facility in Caulcott and had included comments concerning the relationship between LH, and the services provided there, and Caulcott, where applicable, as suggested by CDC:
 - i) Nursery – no current facility – *some demand but clearly not sustainable by parochial use alone*
 - ii) Primary School – no current facility – *noteworthy demand, but not a realistic ambition*
 - iii) Retail Outlet (non food) – 1 listed – *provided by Boatyard Shop which primarily aimed at canal boat trade; little used by LH residents and probably not at all by those in Caulcott*
 - iv) Retail Outlet (food) – listed as none – *corrected in view of fact that Boatyard Shop (see (iii) above **does** sell food (largely tinned and packeted)*
 - v) Post Office – no current facility – *little prospect of re-establishment, in view of Post Office Counters advice when the last one closed that the facility was unlikely to be restored and because LH people have become accustomed to using Steeple Aston PO, with those at Caulcott being more likely to use Kirtlington*

- vi) Public House – 1 listed (see (c) above for Caulcott) – *both the Bell and the Horse and Groom are vital assets to their communities*
- vii) Recreational Facilities – Sports and Social Club and Allotments specified –
 - aa) Sports and Social Club – *pointed out that King George’s Field is the facility and that the S&S Club is a private members club*
 - bb) Allotments – *advised that 80% of allotment field (as depicted on accompanying map) now given over to agriculture, though land could be returned if needed for allotments and that currently no allotment holders in Caulcott*
 - cc) LH Bowls Club – *added, though advised is a private members club*
- viii) Community Facilities – Village Hall specified – *advised that currently being sold and plans for replacement at an early stage*
- ix) Other Services – none listed – *none to report*
- d) Planning for Open Space, Sports and Recreation Study – see Min 56.14/05 – It was noted that:
 - i) Outdoor Sports and Recreation Facility Needs Assessment Audit and Strategy and Indoor Sports and Recreation Facility Assessment – Local Standards had been adopted for each category of facility and amenity, where applicable, so that shortfalls identified can be addressed.
 - ii) King George’s Field – had been identified as an outdoor sports site of high value to the community, for reasons of quality, accessibility and high usage, which must be protected and maintained to the current standard.
- 64.10 SEERA-South East Plan-Partial Review of Provision for Gypsy and Traveller Caravan Sites (to accord with Government guidance issued Feb06) The Meeting received consultation documents as follows and resolved that it would not respond:
 - a) Project Plan and Statement of Public Participation
 - b) Sustainability Appraisal Scoping Report
- 64.11 Oxfordshire Training Partnership-‘Effective Responses to Planning Applications’ training course 11Oct06 The Council decided against attendance at the OALC member’s rate of £20.00 per place.
- 65. CHURCH
- 65.1 Approaching exhaustion of available grave space in Lower Heyford Churchyard – see Min 62.1/05 – The personal interest declared by DB (see Min 50.b(iii) above) was noted. The Clerk advised that Churchwarden Macnamara had conveyed the message that there was no progress to report in respect of the following outstanding PCC issues and it was agreed that the Clerk should write to the PCC with a view to achieving some progress.
 - a) Geophysical survey to locate unused plots
 - b) Acquisition of adjoining land for an extension of churchyard
- 66. OXON COMMUNITY SERVICES
- 66.1 OPFA-AGM 31Oct06 The Meeting received the notice with an outline programme and decides against attendance.
- 67. DATE OF NEXT MEETING This was confirmed as 16Nov06.

68. ANY OTHER BUSINESS

- a) Postal collections – MR expressed his suspicion that the post boxes were not always being emptied daily and suggested monitoring. The Clerk advised that he did a certain amount of informal monitoring in this respect and was reasonably satisfied that missed collections have been limited to very occasional Saturday or Sunday.
- b) Long Bridge-weeds – DB wished to draw attention to the very unkempt appearance presented by their current proliferation and the Clerk pointed out that the responsible authority, OCC, withdrew from all weed clearing/killing activity many years ago.

The Council having no further business, the Chairman closed the formal proceedings and asked if the members of the public had any questions or comments and these follow:

P2/210906/1

Mr Roger Buswell-problems being caused in the Mill Lane/Freehold Street area by resident boater parking Mr Buswell wished to bring this issue to the Council’s attention (cf Min 56.1f(iii) above)

P3/210906/2

Mr Jim Cheesman-vegetation Mr Cheesman wished to draw the Council’s attention to the following issues:

- a) Wind damaged Ash tree on Station Road opposite to the allotments in a dangerous condition
- b) Overgrown hedge on Station Road along backs of Cherwell Bank houses obstructing vision from village side of Village Hall crossroads
- c) Hedge to Cherwell Bank garages-again (see Mins 53.6/05 and 76.5) in need of cutting back - The Clerk advised that responsibility lay with Charter Community Housing and that he already had the matter in hand as a consequence of an approach from a neighbouring resident
- d) Miscellaneous other obstructions at various Lower Heyford locations

P4/210906/3

Mr Derek Jones-ash tree, highway end of VH access path Mr Jones wished to report that this was obstructing the view of traffic at the Caulcott Hill side of Village Hall crossroads.

The Chairman closed the meeting at 9.20pm.

..... Chairman