

# SUNNINGWELL PARISH COUNCIL

## MINUTES of the PARISH COUNCIL MEETING held on Monday 30 Sep 2019 at BAYWORTH Chapel

### Present:

#### Councillors

Colin Weyer, Elizabeth Bennett, Paul Wooldridge, James Greenman, Mike Wykes, Paul Darby and Oliver Isaacs.

#### In attendance:

County Councillor Bob Johnston. District Councillor Emily Smith  
Brian Rixon – Clerk to the Parish Council

### 102/19 Questions and comments from visiting councillors and members of the public

**Oxfordshire County Councillor Bob Johnston** gave an update on the failed railway bridge that takes the Oxford bypass over the railway line. The bridge will be propped up for the next two years while a new design and funding process is completed.

From 2020 a new system of permits for undertaking (e.g. utility companies digging up the road) will be introduced with fees that will finance several officers to monitor the process and inspect results.

Bob asked for confirmation, from the Parish Council, that it was the Quarry footpath that is still closed. He will now speak to officers to obtain a proper quotation for building new steps in the quarry.

**District Councillor Emily Smith** said that when the Local Plan went to scrutiny the committee did not support the officers' recommendations yet did not reject them. The cabinet will decide on Wednesday 9 October.

She also reported that, once the Government Minister gives approval, the Oxford to Cambridge Expressway's six possible routes will be declared shortly in readiness for a public consultation.

Lastly, not all voter registration forms have been received and Vale officers are now visiting residents.

**Mike Woodward** expressed his frustration that the pond remains in a very poor state while the Council awaits a specialist review and report.

### 103/19 Apologies for absence.

District Councillor Debby Hallett.

### 104/19 Declarations of members' interests in respect of any item.

None

### 105/19 To approve the Minutes of the Parish Council held on 29 Jul 2019.

The minutes were approved and signed.

### 106/19 Internal Audit engagement letter

The Council agree to appoint Arrow Accounting as the internal auditor for 2019/20 and the Letter of Engagement was signed by the Chairman and the Clerk.

# SUNNINGWELL PARISH COUNCIL

## 107/19 Actual expenditure against budget

A schedule showing the actual expenditure to date in the current year, compared with the annual budget, was presented to the council and discussed.

## 108/19 Sunningwell Pond - consultant

A consultant was appointed in July to assess the pond condition and recommend a regeneration and maintenance plan. The clerk sought an update early in September but has not yet received one. He was asked to continue pursuing the matter. (*Subsequent to the council meeting the clerk has been assured that the review will be undertaken during October*)

## 109/19 Village Hall lease

Cllr Oliver Isaacs has received questions about the Land Registry records and discussed the various areas outlined on the plan. It was noted that all the land concerned was registered in the name of the Council and the Council itself could demise any part of it. Cllr Colin Weyer will provide a large-scale map and will liaise with Cllr Isaacs.

**ACTION** Cllrs Oliver Isaacs and Colin Weyer

## 110/19 Village green wall and village hall car park projects

The **Sunningwell Parish Village Green wall** repairs are due to start on Wednesday 3<sup>rd</sup> October and Cllr Paul Wooldridge will be meeting the contractor that morning.

Cllr Wooldridge has met the District Council S106 officer to discuss the initial application for releasing some of the agreed funds.

Cllr James Greenman reminded the Council of the Centenary stones positioned near the green entrance and asked that these be protected, cleaned and repositioned after the work is completed.

From next year the Council's contractor will be asked to trim the grass on the verge outside the wall.

The **Village Hall car park** project is progressing but attempts to receive County advice on a specification has not been successful. Cllr Colin Weyer has responded to parishioners' questions about the type of surfacing to be used by assuring them it will not be a simple tarmac finish. It will be a natural stone surface. It is now expected that the work would be delayed until the new financial year when S106 money would be available. Fresh tenders would then be invited.

## 111/19 Firework event Saturday 2<sup>nd</sup> November

Councillors discussed and agreed the refreshment arrangements and that they would meet at 10 a.m. on the Saturday morning to build the bonfire. Suitable materials will be accepted from mid-October. (*Subsequent to the meeting it was agreed that notices advertising the event would be prepared and distributed.*)

## 112/19 District Council Festival Grants

Cllr Paul Derby agreed to find out more about the Festival, and other, grants.

**ACTION** Cllr Paul Darby

## 113/19 Bayworth Triangle benches and planter

The invoices for the old bench refurbishment, the new bench and planter were discussed and agreed. Council authorised the purchase of compost and plants on the clear understanding that costs could only be reimbursed on presentation of a VAT receipt or invoice. Cllr Paul Derby said he would notify local interested parties.

**ACTION** Cllr Paul Darby

# SUNNINGWELL PARISH COUNCIL

## 114/19 Bayworth parking area and land by garages

Cllr Paul Derby raised a concern about the condition of the parking area on the edge of Bayworth Triangle. This was discussed and Council agreed that it should be addressed with the S106 funds approved for the Sunningwell Village Hall parking. **ACTION Cllr Paul Wooldridge**

Cllr Paul Derby contacted Sovereign to discuss and agree the clearing of the garage area near Bayworth Triangle including the verge along the access road fence line. As this agreement was made in June, the clerk was asked to write to Sovereign to ascertain when the work will be done.

**ACTION Clerk**

## 115/19 Sunningwell Parish Village Green gate security

The gate can easily be lifted off the hinges. Previous attempts to find a contractor with a mobile welding equipment were unsuccessful and concerns were raised that such remedies can be circumvented. Further efforts will be made to find a better solution.

## 116/19 Leaking water main near Bayworth Park

This has been monitored regularly over the last few weeks and the repair was carried out a few days before the Council meeting.

## 117/19 Oxford Cambridge Expressway

There is a public meeting planned for October 17<sup>th</sup> in Sunningwell Village Hall from 7 p.m.

## 118/19 Climate Emergency

Some Parish Councils have followed the example of County and District Councils in declaring a climate emergency and it was suggested that Sunningwell Parish could do the same.

The clerk was concerned that a Parish Council should only do what the legislation allows it to do and contacted the Oxfordshire Association of Local Councils for its opinion. The advice received suggested that some activities, that might bring down carbon emissions, could be done under current legislation, and some councils are being surprisingly inventive in using the current local government acts.

The Parish Council discussed the matter and there was some support for the principal but also some concern on just what action the council could identify to undertake.

## 119/19 Neighbourhood and Local Plans

A Neighbourhood Plan needs parishioners to take an active part in designing a plan and previous substantial attempts by Sunningwell Parish Council were not successful in forming a group to take the project forward.

Following further discussion Cllr Elizabeth Bennett offered to speak to South Hinksey Parish Council to see if they are progressing a plan, and if co-operation between our Councils might be beneficial. **ACTION Cllr Elizabeth Bennett**

## 120/19 Planning Applications.

The Parish Council has reviewed the following applications

P19/V2035/FUL Homing. Demolish house and erect new dwelling. No objection  
P19/V2004/HH Charlotte's Cottage. Corner addition with bi-fold doors. No objection

2 Sunningwell. The tree preservation order period for objection has expired and the order was confirmed on 12 September

# SUNNINGWELL PARISH COUNCIL

121/19	Accounts for payment.		
Bank transfer	Clerk	Salary, Office Expenditure.	545.48
Bank transfer	HMRC	PAYE	116.20
Bank transfer	Mark McCracken	August strimming	70.00
Bank transfer	Ian Hutt	August Village green mowing	228.00
Bank transfer	Tayson	Refurbishment of Bayworth benches	370.00
Bank transfer	Sloane & Sons	Westminster bench for Bayworth	249.00
Bank Transfer	Fat Leaf	Hexagonal planter for Bayworth	118.00
Bank transfer	Mark McCracken	July mowing and strimming	410.00
Bank transfer	M R White	Village green Jul mowing	420.00
Bank transfer	RoSPA	Playground safety inspection	86.40
Bank transfer	Moore Stephens	External Audit fee	240.00
Bank transfer	Community Heartbeat	Defibrillator pads	45.60

122/19	<b>The next Parish Council Meeting will be on <span style="color: red;">Monday 28 Oct 2019</span> at Bayworth Chapel.</b>
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*The Chairman closed the September meeting at 9:55p.m.*