



**MINUTES**  
of the  
**SUNNINGWELL PARISH COUNCIL MEETING**  
held on  
**Thursday 30 September 2021**  
In Sunningwell Village Hall

**Present:**

**Councillors**

Colin Weyer (Chairman), Paul Wooldridge, Paul Darby, Mike Wykes and James Greenman

**In attendance:**

Brian Rixon – Clerk and Responsible Financial Officer  
County Councillor Bob Johnston. District Councillor Emily Smith.  
Three members of the public

**106/21**

**Questions and comments from visiting councillors and members of the public**

**James Arden** of the Bayworth Resident's Association confirmed their enthusiasm for a Defibrillator in Bayworth and had secured approval for one to be installed on the Chapel outside wall and for power to come from that building. The council was grateful for the research, and for the Chapel's offer, but intends to install the defibrillator on Bayworth Triangle as it is a more central, accessible location that is more equally distanced from the Parish Council's existing two defibrillators.

**Ted Wilcox** reported that he has been contacted by the Bayworth Resident's Association, the Bayworth Footpath Action Group and by Cllr Paul Darby regarding footpaths and dog waste bins and, in general it has not gone well. He asked if it could all be managed via the Parish Council as a central source. The Chairman expressed sympathy with the idea but made the point that the council cannot control the actions of local groups.

**County Councillor Bob Johnston** confirmed the Lodge Hill Interchange continues to be on course and should be done by the end of 2023.

He attended a Boars Hill Resident's Association meeting and parking near the Barkley Road junction was discussed. He appreciates that residents are reluctant to have double yellow lines within the village but advocates that further action should be discussed for such a dangerous sharp bend when cars are parked there.

Lastly, he advises that residents should avoid storing the new E10 petrol in the wrong containers as the 10% ethanol can produce acid within the wrong container which could then cause the fuel to seriously damage a car engine.

**District Councillor Emily Smith** reported that brown bin collections will restart on 13<sup>th</sup> October and residents will not lose out financially.

Civil Parking Enforcement will be active from 1<sup>st</sup> November.

The women's cycle tour is coming through White Cross on Monday 4<sup>th</sup> October.

Lastly, she promoted the Community Lottery whereby local organisations can register for funding.

<b>107/21</b>	<b>Apologies for absence</b> Parish Cllr Oliver Isaacs.
<b>108/21</b>	<b>Declarations of members' interests in respect of any item.</b> None.
<b>109/21</b>	<b>To approve the Minutes of the Parish Council held on 29 Jul 2021.</b> The minutes were approved unanimously.
<b>110/21</b>	<b>Conclusion of External Audit</b> The audit of accounts has been completed, and the External Auditor has certified that the Annual Return was completed in accordance with Proper Practices. They queried the increase in the bank balance and were satisfied with the response and schedule then provided.  The internal auditor asked for statements of actual expenditure against budget. Also, she recommended that Parish Councillors should use the Council's email service. It was agreed that all councillors would be moved to the official email account although Cllr James Greenman did not support the decision. The clerk was instructed to create the individual email accounts. <span style="float: right;">Action: Clerk</span>
<b>111/21</b>	<b>Parish Council vacancy</b> The Parish Council has formally commenced the election process following Parish Councillor Elizabeth Bennett's retirement. The council unanimously recorded its thanks to Elizabeth for all the years of service to the parish. It was noted that the responsibilities she had regarding the Oxford Green Belt Network, the Need Not Greed Oxfordshire and CPRE The Countryside Charity need to be passed to another Councillor.  A Notice of Casual Vacancy has been issued and recorded with the District Council. The vacancy will be filled by election if, within 14 days of the date of the notice (24 September 2021 - displayed on the four notice boards), at least ten local government electors from the parish submit a written request to the Returning Officer, Vale of White Horse District Council, 135 Eastern Avenue, Milton Park, Milton, Abingdon OX14 4SB. If no such request is made the vacancy will be filled by Co-option by the Parish Council.
<b>112/21</b>	<b>Defibrillator in Bayworth</b> The Bayworth Residents' Association has expressed an aim to provide a defibrillator in Bayworth. The Parish Council applauded the idea and said it would install a defibrillator, in the same way as has been done in Sunningwell and Boars Hill. It will be funded from next year's budget. <span style="float: right;">Action: Cllr Colin Weyer</span>
<b>113/21</b>	<b>Playground</b> The clerk recommended that all the advice received from the recent MRH Services and RoSPA inspections, in July and August respectively, should be implemented in one project. This was approved by the council. <span style="float: right;">Action: Clerk</span>
<b>114/21</b>	<b>Grant Application from the Bayworth Residents' Association</b> The Council considered a grant application from BRA but could not approve it as it was presented as a wide range of planned expenditure that did not clearly specify items with associated costs that they wanted the Parish Council to finance. The clerk was asked to write to BRA and ask them to reapply and be more specific. <span style="float: right;">Action: Clerk</span>

<b>115/21</b>	<b>Footpaths</b>
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**Pen Lane and the deer park**

Cynthia Warmington wrote to the council concerned that the Pen Lane bridleway is now so overgrown, and that the paths through the deer park have not been mown. On seeing the email Cllr Mike Wykes reminded the clerk that if the overlong grass/herbage is growing on the right of way path (1m width across a field, 1.5m around the edge) then Oxfordshire County Council have the responsibility to cut it back to keep the footway safe to use. In practise OCC claim they don't have the resources to cut all the paths in Oxfordshire and some is done by the parish pathway warden or may be cut by other organizations such as the Ramblers Vale Path Volunteers who recently cut Sunningwell footpath 6 from the Lincombe Lane end to its junction with footpath 8.

Ted Wilcox attended the Council meeting and commented that where the Pen Lane route reaches the bridge over the A34 it is now owned by the County Council following the sale of land for housing on the south side of the A34. He offered to speak to the farmer to see if the bridleway can be trimmed back even though farm access is no longer valid on the bridge.

Cllr Mike Wykes offered to write to the Countryside Access team to try to find out who is now responsible for hedge cutting on the bridge.

**Quarry footpath**

It was reported that the footpath has been blocked again.

The chairman proposed that a notice be issued to whom it may concern that in terms of S137 of the Highways Act 1980, S14 of the Countryside and Rights of Way Act 2000 and S57 of the National Parks and Access to the Countryside Act 1949 it is a criminal offence to obstruct free passage along a public right of way. Further it is an offence under S132 of the Highways Act 1980 to display on the surface of a public right of way any unauthorised sign or mark.

The chairman read out the proposed wording of a notice and it was approved unanimously by the council that the notice be issued.

<b>116/21</b>	<b>Firework Display</b>
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Cllr James Greenman asked if the Council wants a bonfire to accompany the firework display this year. This was agreed unanimously, and Cllr Greenman will organise building the bonfire and appropriate wood may now be delivered to the village green and placed near the hollow where the fire has been laid before. Elizabeth Bennett has volunteered to deliver a guy.

Action: Cllr James Greenman

Cllr Colin Weyer will speak to Cllr Oliver Isaacs (who was unable to attend the council meeting) to see if mulled wine could be served this year.

Action: Cllr Colin Weyer

<b>117/21</b>	<b>Remembrance 2021</b>
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Councillors expressed an interest in the "Tommy" statues that are widely used for remembrance and considered placing a male and female version above the bonfire area and near the newly planted elm trees. Consideration has been given to eventually have 18 trees there – one for each person from the parish lost in the two world wars.

The clerk was asked to resend an email to all councillors that described the statues. A budget up to £1,500 was also approved.

Action: Clerk

<b>118/21</b>	<b>Christmas lights at the Church</b>
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It was agreed that the existing lights in the churchyard should be re-used this year if the church confirms the plan. There should be no need to hire cherry picker equipment this year and the lights and cables are already owned.

Action: Cllrs James Greenman and Oliver Isaacs

<b>119/21</b>	<b>Christmas Carols in Bayworth</b>
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Cllr Paul Darby reported that consideration being given to having a carol concert on Bayworth Triangle. The council commented that it may be better to co-ordinate this with the regular event at the church rather than have two separate things organised.

The clerk offered a cautionary note that if the plans include a procession on the streets that care should be taken to cover the safety of those attending.

**120/21 Trees on Quarry Road, Bayworth**

Cllr Paul Darby reported that he had been approached about the growth of trees on Quarry Road affecting the BT cables. Apparently, the County Council accept no responsibility so the parish council advised Paul that the resident should continue asking BT for action.

**121/21 Pond de-silting**

Cllrs Paul Wooldridge and Mike Wykes, accompanied by Andrew Hoare and Bob Evans, met Whitehorse Contractors on 30<sup>th</sup> September to consider de-silting the village pond. Firstly, a survey must be taken of voles and newts as the final cost varies depending on whether such creatures are found. The council agreed that Cllr Wooldridge should move forward with such a survey up to a maximum of £2,000 but first an estimate should be presented to the council for the total cost of desilting based on the alternative outcomes of a survey. Action: Cllr Paul Wooldridge

**122/21 Planning applications**

The following planning applications were reviewed

Reference	Address	Application	Council's Response
V2053/HH	Holmwood, Foxcombe Road	New garage and conservatory	No objection
V2129/FUL	Woodlands, Foxcombe Road	Replacement dwelling	Objection
V1608/FUL	Orchard Lea, Bayworth	Pond and associated works	No objection
V2225/HH	1 Woodland Cottages	Side extension	Comments on size
V2277/FUL	Woodcroft, Foxcombe Lane	Replacement dwelling	Objection
V2205/FUL	Bayworth garages	5 bed house	No objection
V2508/HH	26 Long Furlong	Demolish garage - build extension	Objection

**123/21 Planning consultation**

The parish council has had nothing further following discussions in April about the Vale's proposal to involve Parish Councils in planning application decisions. The clerk was asked to write to Emily Hammerton for an update. Action: Clerk

**124/21 Financial Report**

The following payments were authorised:

Clerk	Salary, Office Expenditure.	565.02
HMRC	PAYE	120.00
Paul Wooldridge	Footpath waymarking signs	54.80
Mark McCracken	August Grass cutting Bayworth Triangle, pond and white gates	180.00
Mark McCracken	July Grass cutting Bayworth Triangle, pond and white gates	210.00
Ian Hutt	September Topping village green and clearing wild flower meadow	552.00
Ian Hutt	August Topping village green	252.00
M R White	August Fine cut on village green	168.00
Chilswell Contractors	Third stage village hall car park (when VAT invoice received)	17,679.60
Moore	External audit fee	360.00

**125/21 Village Hall car park**

The third and final payment of £17,679.60 for resurfacing the village hall car park was approved but the clerk was asked to only pay the account on receipt of the requested VAT invoice.

**126/21 Village Hall lease**

No further action is necessary on the lease which has been finalised.

**127/21 Traffic Calming**

Cllr Colin Weyer is awaiting a reply from a letter sent to the County Council.

**128/21 The next Parish Council Meetings will be on **Thursday 28 October 2021** in Sunningwell Village Hall**

*The Chairman closed the September meeting at 10:05 p.m.*