

# STANTON ST JOHN PARISH COUNCIL

Minutes of the Meeting of Stanton St John Parish Council held on **Monday 15<sup>th</sup> February 2021** at **7.30pm** via a video call.

**Present:** Gina Moore (GM) (in the Chair), Andrew Clark (AC), Tom Goss (TG), David Polgreen (DP), Alex Smith (AS), Tim Bearder (TB) (County Councillor), Sarah Gray (SG) (District Councillor), Julie Stoye (Clerk) and 5 members of the public

## **168. Apologies: None**

**169. Declarations of interest** in Agenda items: AC item 172.1 Gardeners Cottage.

**170. Approve and sign minutes** of meeting (via video call) held on Monday 18<sup>th</sup> January 2021 as previously circulated. These were accepted as a true record of the meeting and will be duly approved and signed by the Chair at the earliest convenience.

## **171. Clerk's Report**

**171.1 Shepherds Pit / Bayswater Road Junction.** AC is working on the job specification. **ACTION:** AC to circulate draft job specification to the parish council. **ACTION:** Clerk to obtain 3 quotes once the job specification has been approved by the Parish Council.

**171.2 VAS Sign on Bayswater Road.** The clerk is awaiting pole information from OCC to provide to the supplier before the supplier can source the VAS sign.

**171.3 OCC Programmed Parish Tree Work – 10<sup>th</sup>– 12<sup>th</sup> March 2021.** The clerk will confirm with OCC this work is still scheduled for these dates at the beginning of March. **ACTION:** Clerk to share the program of tree work via the parish council circulation list once OCC confirm the work is still on track for the 10<sup>th</sup>-12<sup>th</sup> March 2021.

**171.4 Damaged Post in the Play Area.** The repair has now been completed. This action will be closed.

**171.5 Parish Footpaths & Stiles.** TB agreed to progress the Woodperry footpath being used by an all-terrain vehicle with OCC after the last parish council meeting, when the parish council received a response from OCC stating they did not believe there was an issue with the state of the footpath. TB updated the meeting in the public forum that he had not been able to progress this item any further due to the OCC Officer being off sick.

A lengthy discussion took place regarding the bridlepath 23. The parish council has received feedback from parishioners concerning the routing of the bridlepath and the fact that metal poles had been put up. It was agreed that the parish council would contact Oxfordshire County Council to look at the issues raised and provide feedback back to the parish council. **ACTION:** Clerk to contact the OCC Officer to look at bridlepath 23.

**171.6 Large Gate at Vehicle Entrance to Allotments.** No update from New College.

## **172. Planning**

### **172.1 Planning Applications received:**

P21/S0057/LDP Gardeners Cottage Mill Street Stanton St John OX33 1HQ. Renovation/reconstruction of existing (and pre-existing) garden shed/log store/utility room. For information only.

P21/S0143/HH College House Wheatley Road Stanton St John OX33 1HE. Upgrades to garage building to accommodate: - a functional utility / laundry, - office space / playroom, - WC facility and - open storage above, while retaining some sheltered car parking Scope of works is described on drawing 210C Ground Floor Plan. Key external features are as follows, (rear and front respectively): - New double doors, office window and rooflights. - Stone wall infill with garden door and pantry window. Design generally maintains vernacular style of adjacent Stable Cottage conversion, (1987). Consultation end date 18<sup>th</sup> February 2021. The parish council discussed the planning application, and all voted to support the planning application.

**172.2 Planning Decisions to be noted: None**

**172.3 Planning Decisions Pending:**

P20/S4569/FUL Old Stowford Nurseries Bayswater Road near Barton OX3 9RZ. Enlargement and external alterations to existing single-storey outbuilding (to facilitate use as annexe to dwelling house or for use as home gym/office). End consultation date 26<sup>th</sup> January 2021, target decision date 16<sup>th</sup> February 2021.

P20/S4886/HH 21 Middle Road Stanton St John OX33 1HD. Removal of detached outbuilding, new two storey side and rear extension. End consultation date 11<sup>th</sup> February 2021, target decision date 15<sup>th</sup> February 2021.

**172.4 Planning Appeals in Progress: None**

**173. Finance**

173.1 Applications for routine subscriptions and donations: None

173.2 Accounts for payment

Administration to the Parish Council (1 <sup>st</sup> Jan – 31 <sup>st</sup> Jan 2021)	£780.23 APPROVED
HMRC (January 2021 – Employer £3.31)	£3.31 APPROVED
SODC (Dog Bin Emptying 1 Oct 2020 - 31 December 2020)	£161.46 APPROVED

173.3 Receipts: None

173.4 Balances at bank

Current Account as of 29 <sup>th</sup> January 2021	£29,425.03
Deposit Account as of 1 <sup>st</sup> January 2021 (inc. interest)	£9,415.37

**174. Analysis of Traffic Questionnaire.** The parish council are continuing to look at the analysis data and agree next steps, these discussions are taking place offline between parish council meetings. **ACTION:** Clerk to send out the analysis document and place a copy on the parish council website.

*8/4/21 - This item will be discussed again by the full parish council (with new parish councillors) at the May 2021 parish council meeting.*

**175. Neighbourhood Plan.** The parish councillors all attended a meeting with Neil Horner since the last parish council to understand more about the neighbourhood plan process and what grants are still available. The parish councillors agreed in principle to pursue a neighbourhood plan if most of the cost can be covered by a grant, this was proposed by DP and seconded by AS, all parish councillors voted in favour. **ACTION:** AC to speak to Neil Horner about next steps and when / how grants need to be applied for. A working group will then be set up to work on the neighbourhood plan.

*8/4/21 - This item will be discussed again by the full parish council (with new parish councillors) at the May 2021 parish council meeting.*

**176. Code of Behaviour (Parish Council & Parishioners at meetings and general communications).** The code of conduct document has now been approved. **ACTION:** Clerk to put a copy on the parish council website and send to the parish council circulation email list.

**177. Land North of Bayswater Brook – Christ Church and Dorchester Residential.** AC updated the meeting that he has been attending the regular meetings with many local groups, councillors and parishioners also attending. Several meetings have been cancelled as the development teams discuss the make-up of the properties. Bioabundance have requested a judicial review of the plan by the courts.

**178. New Village Hall Notice Board & New Position.** GM to provide a rough drawing of what is required. **ACTION:** Clerk to obtain two further quotes.

**179. SODC Grant Offer (Application Closing Date 19<sup>th</sup> February 2021).** The parish council agreed to apply for a grant for a tree project on the Shepherds Pit / Bayswater Road junction following the installation of a ditch and bank. **ACTION:** Clerk to submit the SODC grant application form.

**180. Grass Cutting Contract 2021.** DP has circulated the tender document, which the parish councillors agree with. **ACTION:** Clerk to issue the tender document to 4 companies.

**181. Projects 2021/22.** DP is progressing and researching electric charging points. TG will support the project to look at verges and wilder parts of the parish.

**182. Reflector Posts on Pound Lane.** One quote has been received and a second company contacted. **ACTION:** Clerk to obtain 3 quotes for the next meeting.

**183. Misuse of Village Hall Car Park.** Thames Valley Police have put up posters in the car park stating, 'Police operation in progress' and drive past at the end of their late shifts. Thames Valley Police suggested considering dropped bollards at the entrance to the village hall car park. The parish council agreed to monitor the situation for a few months and revisit if necessary.

**184. Delegated Powers.** These will continue to be delegated to the Clerk until the February 2021 meeting due to the rise in Covid-19 cases.

**185. Cycle Path.** No update, although AC has raised this as part of the Bayswater Brook development.

**186. H5 Bus Service & Bus Shelter.** No update regarding Stagecoach amending the bus route or including an additional stop.

#### **187. Correspondence Received**

i) Healthwatch Oxfordshire, Rural Services Network, Police and Crime Bulletins, CPRE Oxfordshire Newsletter, The Rural Bulletin, Thames Valley Alerts, Community First, Neighbourhood Watch Newsletter, Public Sector Executive, Citizens Advice, Parish Online, ONPA

ii) Tim Bearder County Councillor - circulated

iii) OCC Communications – circulated

iv) Sarah Gray District Councillor Communications – circulated

v) SODC Communications including Climate Update – circulated

vi) OALC Communications – circulated

vii) Multiple Coronavirus Communications from Various Organisations – circulated

viii) email regarding litter / rubbish on the Bayswater Road – circulated

ix) email from parishioner regarding several points following the January 2021 mtg – circulated

x) email from parishioners regarding footpaths – circulated

xi) email from parishioners regarding the use of the village hall car park in the evenings / late at night – circulated

xii) Oxfordshire Plan 2050 – circulated

xiii) email from parishioner regarding speed issues, drainage issues (ditches and water on Mill Street)

Meeting closed – 9.31pm

Next Stanton St John Parish Council Meeting – Monday 15<sup>th</sup> March 2021 at 7.30pm

## **PUBLIC FORUM**

Tim Bearder, County Councillor updated the meeting with the following information:

- Bioabundance is progressing an idea of a National Park in the area
- Liberal Democrats are backing the Bayswater Brook development being car free
- Drainage issues in many local parishes has been an issue recently during heavy rain
- OCC approved a budget for adult social care of just 1% when the government stated it could increase the funding by 3%. The Liberal Democrats voted against the 1% increase, in favour of a higher percentage for much needed funds for adult social care

In addition, Tim confirmed he had not been able to progress the Woodperry footpath issue as the OCC Officer he needs to speak to is on long term sick.

Sarah Gray, District Councillor update the meeting on two points, the first is that the District Council budget has been approved, it will mean a band D property will see a £5 increase.

Sarah also talked about the Bayswater Brook development. She is campaigning that the development is a zero-car development. This would mean the residents are encouraged to use alternative transport methods like bicycles, buses, and a pool car / car club on the development. Sarah asked the parish council to consider supporting this approach and writing to OCC, SODC and Oxford City Council, if they do.

A parishioner who lives close to the village hall spoke about the views of a number of parishioners about the lighting considerations for the village hall car park. Options discussed included lights next to the village hall or local properties on a sensor. It was felt a larger light in the village hall car park would not add much value, although other parishioners suggested this could be on a switch, to be used as and when required. **ACTION:** AC to speak to the Village Hall Management Committee about the light options for the car park, but ensuring residents are consulted on solutions.

A parishioner spoke about the need for reliable and affordable transport needs of the parish.

Another parishioner commented about the cutting back of the trees and digging out of the ditches on the B4027. NOTE: the parish council had not been informed this work was going to take place and have not received any communication about the works.