

# STANTON ST JOHN PARISH COUNCIL

Minutes of the Parish Council Meeting of Stanton St John Parish Council on 21 October 2024 at 7:30 pm in the Village Hall.

**Present:** Andrew Clark (Chair) (AC), Dina Cooper (Vice-Chair) (DC), David Elliott (DE), Greta Shepherd (GS), David Polgreen (DP) and (remotely) Justin Worrall (JW) and four members of the public.  
**(Please note that under current rules Cllr Justin Worrall did not vote as joined remotely)**

**65. Apologies for Absence:** District & County Cllr Tim Bearder.

**66. Declarations of Interest, Dispensations or Use of Delegated Powers:** None declared.

**67. Public Participation** (commenced at 7.34pm, ended 8.05pm)

Resident one: Thanked the Parish Council for all its work with the planning application Land North of Bayswater Brook.

Resident two: Enquired why there was a large pile of gravel in a screened off section of the Bayswater end of Shepherds Pit with a Thames Water sign. The Parish Council were not aware of this.

Resident two: There is a pothole in Mill Street that isn't signposted very well and potentially presents a hazard. The Chair, Andrew Clark said that he would investigate.

Resident two: The planning application Holly Cottage (P24/S3096/S73) for the retention of the first floor would have the effect of the structure appearing like a separate dwelling, rather than a barn. Resident number two asked if there were plans for a toilet? The Chair, Andrew Clark replied that this would be discussed under planning.

Resident three: Asked where the footpath lighting review had been published? The Chair, Andrew Clark, explained that they were published internally amongst councillors and not in the public domain.

Resident three: Asked why Mill Street flooding was not on the agenda, as the Clerk had replied to an email, he had sent into the Parish Council and informed him that it would be an agenda item. The Clerk apologised that it hadn't been made clearer on the agenda and Mill Street flooding would be discussed under agenda item 72- Emergency Flooding Arrangements.

Resident three: Asked why Stanton St John hadn't undertaken a 108-bus survey.

AC replied that the Parish Council had responded with Councillors views and collective views of approximately 25 residents who had replied to the questions that Cllr Dina Cooper had sent out via Elaine Warner to the residents.

**68. Report from District Councillor Tim Bearder:** none received.

**69. To Receive Minutes from the Parish Council Meeting on the 16 September 2024:** The Parish Council approved and the Chair, AC signed them.

**70. To receive an Update on Outstanding Actions:**

- i. **108 Bus Service Survey:** Cllr David Polgreen had replied to Oxford County Council summarising the collective views of Councillors and approximately 25 residents.

There followed a lively discussion and the Chair, AC advised Cllrs that any proposals should be put in writing for consideration by the Parish Council.

- ii. **Talk House Defibrillator:** The Clerk explained that she had done all she could in chasing Fullers Brewery and the Talkhouse for over two years and neither party are accepting responsibility.

**Action:** DP will contact Nick Duvall from the Talkhouse.

- iii. **Footpath Clarification (referred to OCC):** The Clerk advised that she had heard back from OCC Countryside Legal who confirmed that the path connecting Mill Street and Silver Birches/Dragonsfield is not a recognised public right of way and, therefore, not one that the County Council has control over. If the Parish Council considers that a public right of way subsists (i.e. that it can provide evidence of use by the public of more than 20 years and that no actions had been taken by the landowner to disabuse the public of any right to use the way) then they would consider.

The Parish Council believe that the path has not been used since Silver Birches was built in the 1960's and this agenda item is now closed.

- iv. **Footpath Lighting Review:** To be circulated amongst Councillors.

**Action:** Carried forward, Clerk to obtain a quote for the work.

- v. **Xmas Tree Collection:** OCC will collect old tree vegetation for recycling from the Village Car Park area, to be coned off and away from the EV chargers. Dates to be advised

**71. Defibrillator Training:** The Clerk had obtained quotes for group training; £1,690 for two trainers and 24 trainees for a basic 3-hour course in Stanton St John.

**Action:** Clerk to contact Cllr Tim Bearder to ask about funding via the Councillor Priority Fund.

**72. Emergency Flooding Arrangements:** After the unprecedented flooding in September the Parish Council felt that they should take some action to help residents if this happens again.

There was a lively discussion surrounding drainage issues around Mill Street; Councillors agreed that these drainage problems exacerbated the flooding.

**Action:** Parish Council to write to Oxford County Council about the drainage issues and the Clerk to investigate adding flooding to the Village Emergency Plan.

**73. Communications:** After a discussion it was generally agreed that the Parish Council needed to update its IT infrastructure. Cllr Justin Worrall explained that Microsoft 365 or an equivalent allows sharing of information and more collaborative working amongst Councillors.

**Action:** The Clerk and JW to present a short report on what IT exists and the recommendations including cost.

**74. Noticeboard replacement:** AC advised that the noticeboard had not been vandalised but the right-hand door had been blown off its hinges and repairs have been put in place.

## 75. Planning

### 75.1 New Planning Applications:

**P24/S3096/S73 Holly Cottage Stanton St John:** Variation of condition 2 (Completion of works within 6 months) on application P23/S4233/FUL (Retention of existing barn) - to allow for retention of the first floor of the existing barn, including the rooflights. End of consultation 7 November 2024.

Cllr Justin Worrall muted whilst the discussion took place.

**Action:** Clerk to respond that the Parish Council do not object.

**P24/S3221/LDP: The Lodge Flat, Oxford Crematorium, Bayswater Road, near Barton.** The application is for: Existing residential dwelling owned by crematorium to be used as separate residential dwelling. Target Decision Date 5 December 2024.

**Action:** Clerk to respond with comments that there are no designated parking places and no access within the premises curtilage and no separate access to the Bayswater Road.

**P24/S3222/LDP, The Lodge Flat Oxford Crematorium Bayswater Road near Barton.** The application is for: Existing residential dwelling owned by crematorium to be used under separate ownership. Target Decision Date 5 December 2024.

**Action:** Clerk to respond with comments that there are no designated parking places and no access within the premises curtilage and no separate access to the Bayswater Road.

## **75.2 Planning Decisions:**

**P24/S1432/HH** 20 Middle Road Stanton St John OX33 1HD: conversion of one outbuilding into ancillary accommodation and re-roofing. Alterations and reroofing to one outbuilding. PC approved. Planning Permission granted 7 August 2024.

**(P24/S2074/0)** Bayswater Farm, Bayswater Farm Road near Barton OX3 8EB. Outline planning application (with all matters reserved except for access) for up to 76 dwellings and a care home, including open space and green infrastructure. Parish Council objected. Planning Permission refused 3 October 2024.

**P22/S4618/O** (Outline) Amendment 11 dated 29 May Land North of Bayswater Brook: The amendment is for additional Flood Risk Information. PC object.

Planning Permission was granted at committee on 9 October 2024.

## **75.3 Planning Decisions Pending:**

**P24/S1363/FUL** 24th April 2024 15 & 16 Courtfield Road, Stanton St John, OX33 1HA: two-storey rear extension, loft conversion and front extension/alterations. PC objects that the proposed dormer will alter the "street scene".

**P22/S4596/FUL** Amendment 8 dated 5 April 2024 Land North of Bayswater Brook: detailed access arrangements, including vehicle, cycle, and pedestrian.

Parish Council strongly objects- see planning portal for full details.

**P22/S4550/LB**, Wick Farm Buildings; listed building. Linked to P22/S4618/0 Land North of Bayswater Brook.

#### **75.4 Planning Appeals in Progress:**

**P23/S2979/FUL**- Cedar House, Woodperry Road, Beckley OX3 9SZ. Conversion and extension of existing barn to create a new one-bedroom dwelling. Appeal (commenced 25 June 2024) to the Secretary of State against SODC to refuse the planning application.

Appeal refused after site visit by a surveyor appointed by the Secretary of State on the 10 September 2024.

**75.5 Planning Applications Withdrawn:** none.

**76. Oxford Green Belt Changes** (response to central Government Ministry of Housing & Local Government) Carried forward.

#### **77. Finances**

##### **77.1 Payments to be Authorized:**

Administration for the Parish Council (October )	£685.98
Oxford pension payments (October)	£235.74
HMRC Tax (October)	£163.60
Bibby Financial services (dog bib emptying August/September)	£103.10
Moore (External Audit 2023/2024)	£252.00
Westcotec (Vas sign)	£426.00

All payments were approved by Council and an invoice for Rachel Brown (£245.00) for the internal audit was shown to Councillors and approved.

##### **77.2 Income received:**

Unity Instant Savings (interest)	£138.76
Scottish Widows (interest)	£37.35
Otmoor Flyer refund	£375.00

##### **77.3 Quarterly Reconciliation of Accounts to 30/09/2024**

Dina Cooper and Andrew Clark signed the reconciliation statements and accompanied bank statements. Approved by Council.

##### **77.4 Disposition of Council Funds (30/09/24)**

Current Account	£17,469.28
Unity Savings Account	£20,156.84
Scottish Widows	£9,651.98
<b>Total</b>	<b>£47,278.10</b>

**77.5 Donation request from Citizens Advice:** The Parish Council agreed to donate the same as last year, £700.00.

**77.6 Donation request for Village Xmas Tree:** The Parish Council agreed to donate the same as last year, up to £1,000.

**78. Clerks Salary Review:** The Clerk left the room during the discussion. The Parish Council agreed to increase the Clerk's hourly rate by £2.00 backdated to the 16 May 2024, which is the review date.

**79. Correspondence Received (previously circulated)**

- i. Parishioner re flooding Mill Street
- ii. Parishioner-Silver Birches/flooding
- iii. Donation request Citizens Advice
- iv. OALC- Training Opportunities (Planning and Councillor)
- v. SODC- Nature Recovery Grant
- vi. OALC- September Update

The meeting closed at 10.05pm.

Date of next meeting: 18 November 2024. Agenda items by 8 November.