

**APPLETON WITH EATON PARISH COUNCIL**

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**Appleton with Eaton Parish Council  
Appleton Village Hall  
Monday 13<sup>th</sup> May 2019 at 7.15pm.**

*Allison Leigh* – Parish Clerk

## **Minutes ANNUAL COUNCIL MEETING**

**Present:** Mark Richards, Liz Gilkes, John Adams, Mary Carey, Nicki Clarke, District Councillor Jerry Avery, County Councillor Anda Fitzgerald O'Connor

**Also present:** Allison Leigh (Clerk), members of the public

**19/24: Appointment of Chairman:** Liz Gilkes proposed Mark Richards as Chairman and Mary Carey seconded this. Mark Richards accepted the appointment.

**19/25: Appointment of Vice-Chairman:** Mark Richards proposed Liz Gilkes as Vice Chairman and John Adams seconded this. Liz Gilkes accepted the appointment.

**19/26: Signing of Declaration of Acceptance/Discuss signing of Declaration of Acceptance for anyone not in attendance:** An election was held this year and 6 people put themselves forward for nomination. This was an uncontested election leaving one vacancy remaining. The council members are now:

Mark Richards  
Liz Gilkes  
John Adams  
Mary Carey  
Nicki Clarke  
Stephen Day

All councillors in attendance signed the Declaration of Acceptance. AL noted that she had met with and Stephen Day had signed his Declaration of Acceptance. Councillors were told they needed to fill in the Register of Interests form.

**19/27: Review and acceptance of Code of Conduct:** AL reported she had just received this from the Vale, so this will be deferred to the June meeting.

**19/28: Review and acceptance of Standing Orders:** The council agreed to continue with its current Standing Orders to which the only change was the update of the new clerk's address.

**19/29: Review and agreement of members' roles on committees:** It was confirmed that the Leisure and Recreation Committee members for 2019-2020 will be:

John Adams (Chairman)

Mary Carey

Nicki Clarke

Mark Richards

It was agreed that a discussion on the Human Resources Working Group would be deferred to the June meeting.

**19/30: Agree a Chairman's allowance:** The council agreed to maintain the Chairman's allowance at £75.

**19/31: Parish Councillor Vacancy:** It was noted that there is a remaining vacancy for Parish Councillor. There is a notice on the notice board advertising the vacancy. AL will do a shout out and put something on the website to further advertise the position. MR asked if those present know of anyone who may be interested and if so invite them to submit a written statement of why they are interested in being a councillor.

**19/32: Dates of future meetings:** The council confirmed that it would like to continue its monthly meetings on the second Monday of every month. The council confirmed the Leisure and Recreation Committee meetings will remain on the 3<sup>rd</sup> Monday of every other month beginning in May.

## MONTHLY MEETING

**19/33: Apologies for Absence:** Stephen Day

**19/34: Declarations of interest:** None

**19/35: Public questions and statements:** Alice Parker updated the council on the Thames Path Definitive Map Modification Order (DMMO) application. She recounted that there is no public right of way from Appleton to Rainbow Bridge and that the Lock Road is the only alternative which is currently locked to the public. She reported that in March 2019 the Thames Path group submitted the DMMO to Oxfordshire County Council (OCC). OCC have indicated this process will take quite a while.

The group is working to establish if anyone accessed the path prior to 1993 and, if so, could share their stories as evidence. The group has received 8-10 stories so far.

The next step is to invite organisations to provide support such as above to add evidence. The Parish Council is going to ask the following villages if anyone has used the same path to give evidence.

Northmoor

Standlake

Fyfield and Tubney

Netherton  
Besselsleigh Parish Meeting  
Cumnor

The council resolved to send an e-mail to the clerks for the above councils. Alice Parker has provided text to Allison Leigh for this. AL will send the e-mails.

**19/36: Reports from District and County Councillors:** Jerry Avery, the new District Councillor, was in attendance. The council congratulated him on his appointment. J. Avery reported he is the District Councillor representing the Thames Ward, which is quite large, covering areas from Cumnor to Faringdon. He reported that he is aware of the concerns of plans for the A420. The council reported that it had agreed with the Fyfield Local Action Group's points. He shares the concern that houses being built will yield increased traffic and thus cut throughs in the villages. The 770 properties next to Tubney, a possibly quarry and potholes are some of the local issues he has heard arising.

He reported that the Liberal Democrats are very opposed to the Oxford Cambridge Expressway as it has not been given much thought. Emissions are one of the concerns with this.

He reported he is going to attend every meeting he can as he very much wishes to understand the issues.

MR reported the council appreciates any feedback J. Avery has on the above matters.

MC mentioned that she would like to meet with J. Avery regarding The Plough.

### OCC

AFO reported that there will be a public consultation later this year on the Oxford Cambridge Expressway.

A discussion was had as to what funds may be available for traffic calming measures. AFO suggested that Lee Turner from OCC come and meet with the council as to the needs and from there, appropriate traffic calming measures can be reviewed/quoted for followed by grant application(s).

AFO reported that, with regards to The Plough, she is aware things have been moving slowly due to an illness for someone at OCC. She is working to assist on this.

AFO reported there is a ladies cycle event through the area running from Henley to Blenheim Palace in June and that roads would be closed on a rolling basis.

AFO reported that OCC continues to work with Cherwell.

**19/37: Minutes of the last meeting:** The council approved and signed the minutes of the meeting of the 8<sup>th</sup> April 2019.

**19/38: Matters arising from the previous meeting and not appearing elsewhere on the agenda:** Mr Simon Jeffreys and Mr Nathan Tomkins were in attendance to discuss the Willow trees from the April agenda. Mr Jeffreys expressed that he was unhappy an item had been placed on the Parish Council agenda as the reference to the trees was that of trees on his private land. Mr Jeffreys wishes to clarify that the willow trees were being properly cared for in being pollarded in line with guidance from the Conservation Officer and are his private property. He reported that there was never any risk of the trees being cut down.

MR reported that at the meeting the conversation at the April meeting quickly moved from that of the willow trees to a general conversation about trees and hedges in the village. MR said that in hindsight, this item should have either not been on the agenda and the council resolved to write a letter of apologies to Mr and Mrs Jeffreys.

The council discussed that a notice about proper care of trees and hedges is warranted as a general notice, but that the timing of putting such a notice in the Advertiser would not be in the immediate future. The council will look to put a notice in at a later date.

Mr Jeffreys asked to raise another point. He is concerned about the care people are taking in Long Close. There continue to be an issue of dog fouling as well as dogs being kept under control. He reported that he is very happy for people to make use of the footpath through Long Close and to Besselsleigh Wood, but would ask that people treat it with respect and responsibility as it is private land. In addition, he asked that people treat the groundskeepers with respect as they are caring for the land above and beyond what they are being asked to do to maintain the path verges and keep it in good condition for everyone to use.

The council agreed to put an article in the Advertiser about this.

**19/39: Clerk's report:** AL reported she has had an e-mail to say the War Memorial steps are coming loose again. JA will look into getting this sorted.

**19/40: Annual Parish Meeting/Draft NP Launch Meeting:** JA and MC sent their apologies to the meeting. JA will provide 12 display boards. Reports for those not having tables at the meeting will be places on a separate table. The format will be that Claire Salmon will give a report on the NP progress and MR will follow on with the APM agenda. Council members will arrive at 9am and anyone having a table should arrive from 9:30am. LG will arrange for refreshments.

**19/41: Plough Garden Planning Application:** MC reported that the application did not go to Planning Committee and may go in June. MC would like to meet with District Councillor Jerry Avery about the application and will set up a meeting.

The council would like to thank Toby Blackwell for his assistance with the Plough.

**19/42: Access to Thames Path:** See agenda item 19/35.

**19/43: Long Close: To discuss a request from Appleton Manor to submit a notice to the Advertiser:** See agenda item 19/38

**19/44: Traffic calming measures:** The council asked Lee Turner from OCC to meet with them to review some ideas. It was noted that two areas to look at are at the end of Eaton Road and on Nethererton Road.

MR will get quotes on traffic calming measures of varying levels of costs and AL will get some quotes to MR from another council looking at the same type of equipment.

The council discussed a Community Speedwatch scheme, but decided not to proceed with this as the feeling was it would not be appropriate at the current time.

**19/45: Village Website:** AL reported that she will work with Kayhan Yalci to transfer the website to the council. She reported that there are new website accessibility regulations that need to be complied with by 2020. She said this may be a time to look at a re-work of the website.

**19/46: Doctor's Surgery:** It was decided that the council should write to the Clinical Commissioning Group with regards to the closure of the Doctor's surgery. LG will write a letter for AL to send. This should be cc'd to Layla Moran MP and the Malthouse Surgery.

**19/47: Donation request from Enrych Oxfordshire:** The council resolved to donate £20 to Enrych Oxfordshire as some residents have benefitted from their services. The council would like to create a donation policy as it is receiving frequent donation requests. This is to be on the next agenda. AL will work to provide last year's donations to the council prior to the meeting.

**19/48: Donation request from Abingdon Community Events:** The council resolved to not donate at this time.

**19/49: Planning  
New applications**

<u>Application number</u>	<u>Address</u>	<u>Details</u>
P19/V0934/DIS	Former Parklands School Besselsleigh Appleton Oxford	No comment needed
P19/V0949/DIS	57 Eaton Road Appleton	No comment needed
P19/V0979/HH	2 The Orchard Badswell Lane Appleton	Erect single storey rear extension, convert and extend loft including rear dormer and insert roof lights in front of roof. <b><i>Appleton with Eaton Parish Council has no objections to this planning application.</i></b>

**Withdrawals**

<u>Application number</u>	<u>Address</u>	<u>Details</u>
P19/V0417/HH	92 Netherton Road Appleton OX13 5LA	Proposed single storey rear and first floor side extensions, loft conversion including front and rear dormers, entrance porch and detached garage

**Decisions**

<u>Application number</u>	<u>Address</u>	<u>Details</u>	<u>Decision</u>
P19/V0258/HH	85 Netherton Road Appleton	Demolish ground rear extensions and erect new extended ground rear extension.	Permission granted.

**19/50: Finance:****Payments**

<u>Payee</u>	<u>Items</u>	<u>Cheque no.</u>	<u>Amount</u>	<u>Date</u>
Allison Leigh	Salary	525	See Attachment	31/5/19
Allison Leigh	Expenses	526	See Attachment	13/5/19
Appleton Community Shop	Paper	527	16.30	13/5/19
Ady Podbery	Gang mowing of the Sportsfield 26/3/19	528	91.20	13/5/19
Play Inspection Company	Inspection of playground and sportsfield	529	96.00	13/5/19
The Flying Press	450 Copies of Neighbourhood Plan and Questionnaires	530	562.32	13/5/19
The Flying Press	Colour copy of all appendices	531	103.88	13/5/19
The Flying Press	450 letters to residents, 450 labels for envelopes and 500 C4 envelopes	532	99.80	13/5/19
Ady Podbery	Gang mow at sports field 12/4	533	242.40	13/5/19

	and 26/4/19 and strimming			
Appleton Community Shop	Paper	534	8.20	13/5/19

**19/51: Publications and correspondence:** None

**19/52: Matters for report:** LG asked if the council had had a response from the landowners with regards to opening the Lock Road over Easter, but JA reported he had not received a reply at the time of the meeting.

**19/53: Date of the next meeting:** The next meeting of the Parish Council is to be held on Monday the 10<sup>th</sup> June in the village hall. Nicki Clarke sent her apologies for the meeting on the 10<sup>th</sup> June.

The meeting was closed at 9:15pm.