

APPLETON WITH EATON PARISH COUNCIL

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**Appleton with Eaton Parish Council
Appleton Village Hall
Monday 8th April 2019 at 7.15pm.**

Allison Leigh – Parish Clerk

Minutes

Present: Dr Mark Richards, Mrs Anna Yalci, Mrs Mary Carey, Mrs Liz Gilkes, Mr John Adams, Mrs Allison Leigh

19/1: Apologies for Absence: Mr Tony Sibthorp. Mr Darren Vinton was not in attendance, but no apologies were received.

19/2: Declarations of interest: None

19/3: Public questions and statements: Members of the public were in attendance to listen to specific agenda items.

19/4: Reports from District and County Councillors: There were no reports.

19/5: Minutes of the last meeting: The council approved and signed the minutes of the Extraordinary Meeting of 4th March 2019 and of the meeting of 11th March 2019.

19/6: Matters arising from the previous meeting and not appearing elsewhere on the agenda: None.

19/7: Clerk's report: It was noted that the transfer of the website should be added to the May agenda. It was noted that there has been no response from the doctor's surgery or the MP to the letter sent after the last meeting. The council asked AL to send a letter to the Village Hall Committee to see what communication/information they have on the surgery.

19/8: Plough Garden Planning Application: M. Carey reported that she, L. Gilkes and J. McDonnell met with District Councillor Anthony Hayward who listened to the issues of viability, parking and the conservation area with regards to the planning application.

The next planning committee meeting to be held by the Vale is on 25/5/19. It was noted that the date on which this application will go to planning committee has not yet been determined. M. Carey is working on notes for the parish council's slot when the application does go to planning committee. L. Gilkes is working on obtaining photos which can be used at the meeting. It was noted that members of the public are invited to the planning committee meeting and the council would like to encourage as many people to come as would like. The meeting will be held at The Beacon in Wantage.

It was discussed that having an independent highways report on the parking issue would be a good idea and the council agreed to proceed with this.

19/9: Access to Thames Path: A. Leigh reported that she had heard from OCC requesting more clarity on the route for the DMMO. A. Leigh has passed this information onto Alice Parker and will also ask OCC for more clarity on their request.

A. Leigh has put information on the website and in the Advertiser, per the request at the last meeting, with regards to any other members of the community who could act as witnesses and has had several replies.

A. Leigh wrote to David Gow and Cathie Little asking about access to the Lock Road over the Easter holidays, but has not had a reply. A. Leigh will forward the letter to J. Adams and he will follow up with D. Gow.

19/10: Neighbourhood Plan (NP): Update and Annual Parish Meeting (APM)/Draft NP Launch Meeting review: A. Leigh reported that the Steering Group met on the 20th March and agreed on a date of the 7th May for the pre-consultation phase. There will be a Launch Event combined with the Annual Parish Meeting on Saturday the 18th May at 10am in Appleton Primary School.

It was decided that the format of the APM will be the same as last year. A. Leigh will contact the groups from last year and ask for their report prior to the meeting and ask them to have a display for their table.

The format on the 18th will be the launch event followed by the APM. It was agreed the council will provide tea, coffee and biscuits. A. Leigh will ask the school about the use of the school kitchen as well as cups and saucers.

A. Leigh will put a notice in the Advertiser and information on the website to advertise the NP and APM.

19/11: Traffic calming measures: M. Richards asked if this could be deferred to next month's agenda. It was noted that there is nothing throughout the village to remind people to keep their speed down. It was discussed that it might be a good idea to have someone from highways come to have a look at the village from a speeding standpoint. It was also discussed that perhaps Appleton with Eaton could share speed equipment with another council.

M. Richards and J. Adams will meet to discuss this.

19/12: Parish Council Elections: It was reported that the nomination period for parish councillors completed on the 3rd April and that the result for Appleton with Eaton Parish Council is that it is an uncontested parish. The council said good bye to Anna Yalci, Darren Vinton and Tony Sibthorp as councillors and thanked them for their service.

A. Leigh is waiting to hear from the elections team as to the next steps for uncontested parishes.

19/13: Signposts to the Sportsfield and Jubilee Park: It was noted that Friends of Jubilee Park committee does not wish to have a sign, but that the Sportsfield does. It was agreed that this should be discussed at the Leisure and Recreation Committee Meeting.

19/14: Willow trees in the Park Lane conservation area: To discuss the condition of the trees: It was established that the willow trees were situated on private land, not within the remit of the Parish Council and the discussion was concluded. The conservation area in general was then discussed and it

was resolved that a note should be put in the Advertiser highlighting the guidelines from the Vale of White Horse on how to conduct tree works in a conservation area.

19/15: Comet Bus grant 2019-2020: The council agreed to pay the agreed £600 donation for 2019 2020 at this meeting in one payment.

19/16: War Memorial: A. Leigh reported she had received an e-mail stating that a lorry has damaged the steps leading into the war memorial. The lowest step/slab is now loose and dangerous and constitutes something of a hazard. The council asked A. Leigh to see if T. Sibthorp might be able to take a look at this.

19/17: 2019 Community Emergency Planning Survey: The council decided not to follow up on this survey.

19/18: Oxfordshire to Cambridge expressway meeting: 10/4/19: No one from Appleton with Eaton Parish Council is able to attend this meeting. The council would like to respond to the survey mentioned in the e-mail received that it's position on the expressway is 5 = Actively opposing the Expressway as a whole, regardless of the chosen route. A. Leigh to respond in kind and to ask for a copy of the minutes of the meeting once available.

19/19: Planning

New applications

<u>Application number</u>	<u>Address</u>	<u>Details</u>
19/V0774/DIS, for development work at the following location: Former Parklands School Besselsleigh Appleton Oxford	Former Parklands School Besselsleigh Appleton Oxford	Discharge of conditions 3 (parking and drainage) 6 (contamination) 7 (surface water drainage) 8 (foul water drainage) 10 (levels) 11 (Piling methodology) 12 (bat licence) & 16 External lighting) of application P18/V0359/FUL Refurbishment and Conversion of the existing Manor House into 8 apartments. Demolition of all other existing outbuildings and extension to Manor House. Erection of 36 new dwellings comprising 9 apartments within extension to Manor House and 27 houses within the grounds of the site. Retention of the existing site access, plus new associated parking and landscaping. <i>No comments required.</i>

Amendments

<u>Application number</u>	<u>Address</u>	<u>Details</u>
P18/V2418	The Plough Inn Appleton	Additional account information and Tenants letter received 25 January 2019. Viability report

		received from J A Baker on 12 February 2019 <i>No comments required at this time.</i>
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19/20: Finance:

Payments

Payee	Items	Cheque no.	Amount	Date
Allison Leigh	Salary	519	See Attachment	30/4/19
Allison Leigh	Expenses	520	See Attachment	8/4/19
Allison Leigh	Neighbourhood Plan salary	521	See Attachment	8/4/19
OALC	Subscription 2019 2020	522	187.92	8/4/19
SSE	Sports Pavilion	Direct Debit	53.25	21/3/19
Clean Slate	Donation	523	40.00	8/4/19
3 Villages Comet Bus Group	Donation	524	600.00	8/4/19

19/21: Publications and correspondence:

- **Donation request from Clean Slate:** The council received a donation request from Clean Slate. A. Leigh contacted Clean Slate who has confirmed that it is assisting 2 residents in the village. The council agreed to donate £40 to Clean Slate.
- **Deep Clean letter from South and Vale:** A. Leigh reported she had received another letter regarding a deep clean from South and Vale. The council didn't have any areas in need of cleaning, but A. Leigh will mention the glass by the noticeboard in Eaton as that has not been removed.

A. Leigh reported she had had an e-mail asking the curb outside their driveway. The council asked A. Leigh to direct the resident to OCC.

19/22 Matters for report: None

19/23: Date of the next meeting: The next meeting of the Parish Council is to be held on Monday the 13th May in the village hall. The meeting of the 8th April ended at 8:55pm.