**Minutes of a Meeting held in Cassington on**

**Thursday 6th May 2021 @ 7.30pm via Zoom**

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| **69/21** | **ATTENDEES**Cllr H Thomas, Cllr B King, Cllr C Metcalf & Clerk Mrs T Cameron plus 6 members of the public |  |
| **70/21** | **APOLOGIES** Cllr D Levy, Cllr Rylett, Cllr Mathew, Cllr D Butlin & Cllr J Perrin |  |
| **71/21** | **DECLARATIONS OF INTEREST**The Parish Council has made the public aware that the meeting is recorded for the clerk to type up the minutes later at home.The meeting is recorded by the Clerk to enable her to type up the minutes at a later time but is then deleted.Cllr Thomas has declared an interest in 73/21.3 – Tree outside his houseCllr Metcalf has declared an interest in 84/21. b – Lorries Turning in the Tennis |  |
| **72/21** | **MINUTES OF THE PREVIOUS MEETING OF THE PARISH COUNCIL** The minutes of the meeting held on Thursday 1st April 2021 were approved.Cllr Thomas wished for clarification on the item 56/21.9 – The War Memorial – The Clerk advised that when the paperwork for the grant from the War Memorial Trust was signed one of the clauses in the grant was that any future works that the Parish Council wished to carry out on the War Memorial had to be agreed by the War Memorial Trust for 6 years after the grant was paid. The Parish Council have agreed that we need to contact the War Memorial Trust with regards to the work that needs to be carried out on the War Memorial. |   |
| **73/21** | **MATTERS ARISING****a) Thames Valley Police Report –** There has been a big increase in Catalytic Converter Thefts across Oxfordshire. Offences happen throughout the week, Saturday’s and Tuesday’s being the worst affected days. Offences are occurring mainly overnight rather than during the day.The offenders are targeting:Honda Civics, the Toyota Auris and the Honda JazzCatalytic Convertor thieves will target cars in car parks, on the street and driveways at any time of the day or night.Thieves will usually work in groups, some to be as lookouts and another to remove the Catalytic Converter.**b)** **Report from the Clerk on actions from the last meeting –**1. **Horsemere Lane/Cassington Lights –** Cllr Thomas and the Clerk have another meeting with OCC on 12th May at 10am.
2. **Website –** All the relevant documents are now on the website. The Clerk has emailed Netwise to check when the domain name is going to be registered. Once that is done then the new Parish Councillors emails will be set up. So, we would be looking to go live with the website by the middle of May. The Clerk will also email the Editor of CAWN to get a notice put in to see if any of the other local Community Groups would like a page on the website to email the Clerk with the information that they want on.
3. **Tree outside Cllr Thomas house –** The Clerk has a meeting with Greenfields on Wednesday at 1pm to look at what advice they can give us with regards to the tree outside Cllr Thomas house and also to discuss the trees on the Green and what we could look at doing with them to stop them growing to full maturity.
4. **Neighbourhood Plan –** The Neighbourhood Planning Committee have a meeting on 17th May which the Clerk will be in attendance for to help discuss the information that the Parish Council received from Blenheim.
5. **SSE Poles on the Playing Field –** The Clerk has received an email from SSE. They have offered an Annual Payment of £15.22 or a lump sum payment of £304.40 which is 20 years times the annual payment. The Parish Council have agreed to take the one-off payment and also to give it to the Sports and Social Committee as the poles are on the Playing Field which they lease, and the poles also cause an inconvenience to them with regards to the sports that are played on the field.
6. **Dog Fouling Bins –** The new bin has now been installed at the bottom of the track by Williams Court.
7. **War Memorial –** It has now been listed as a Grade II listed monument.

**c) Previous Planning Application: -****APPLICATION NO:** 20/01734/OUT**LOCATION:** Land North of A40 Section from Barnard Gate to Eynsham Roundabout Eynsham**APPLICANT:** Grosvenor Developments Ltd**DECISION:** Under Consideration**APPLICATION NO:** 21/00260/LBC**PROPOSAL:** Internal and external alterations to form an en-suite bathroom at first floor level, works to include the insertion of a mechanical extraction unit with external stone louvre and an external waste pipe.**LOCATION:** Bell Cottage Bell Lane Cassington**APPLICANT:** Mr Kevin Dunne**DECISION:** Approved**APPLICATION NO:** 21/00304/HHD**PROPOSAL:** Erection of a first-floor rear extension**LOCATION:** Highwinds Mill Lane Cassington**APPLICANT:** Mrs Patricia Johnson**DECISION:** Refused**APPLICATION NO:** R3.0057/19 (Oxfordshire County Council)**PROPOSAL:** Construction of a park & ride car park providing 850 car parking spaces, cycle spaces, motorcycle spaces, electric vehicle charging points, bus shelters, landscaping, external lighting, public open space, toilets, seating, fencing, habitat creation, drainage features, new access from Cuckoo Lane, new roundabout with access onto A40, an eastbound bus lane approximately 6.5km in length from the park & ride site to the A40 bridge over the Dukes Cut canal, two sections of westbound bus lane (each approximately 500m in length), new shared use footway/cycleway, widening of Cassington New Bridge, junction improvements, new crossings, new footbridge alongside Cassington Halt Bridge, and associated works**LOCATION:** Barnard Gate**APPLICANT:** Oxfordshire County Council **DECISION: APPROVED****APPLICATION NO:** R3.0034/21**PROPOSAL:** Request for Scoping Opinion for the proposed A40 Smart Corridor works, including i) Dualling of a 3.2km section of the A40 between the Hill Farm Junction to the proposed Eynsham Park and Ride and upgrade to shared path on northern verge, ii) widening of existing carriageway to provide dedicated eastbound and westbound priority bus lanes along 6.5km section between proposed Park and Ride and Duke’s Cut iii) capacity and connectively improvements over three bridges and a culvert atDukes Cut to enable eastbound bus lane over the bridges at A40 between Witney and Duke’s Cut**APPLICANT:** Oxfordshire County Council **DECISION: AWAITING DECISION****Cllr Thomas reported on previous meeting he and the Clerk had with OCC with regards to the A40 works. We did discuss the items that have been raised by the village.** * **The type of tarmac that is going to used will be decided once they have planned out the junction.**
* **The speed limit through the junction.**
* **The heavy good vehicles coming through the village.**
* **Drainage by Mill Lane due to the blocked culvert.**
* **The gate a Marlborough Pool. OCC have advised that they will have a meeting with the management at Marlborough Pool to discuss plans going forward.**
* **Night working, there will need to be some, but they are hoping to keep it to a minimum.**
* **Construction traffic. OCC are aware that the Parish doesn’t want them parked in the village and have advised that it will only happen in emergencies.**
* **Tree Planting. Another meeting is to be scheduled to discuss what is going to happen.**
* **Street Lighting. There will be lighting at the junctions, but this needs ongoing discussions.**
* **Timing at the Cassington Lights & Slip Road**
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| **74/21** | **CORRESPONDENCE:**Email from a resident they have asked if we could have a post put up on the little green to stop people driving over the verge – **Cllr Thomas has advised he will speak to the resident.** |  |
| **75/21** | **REPORTS FROM COUNTY, DISTRICT & PARISH COUNCILLORS:****County Councillor** **District Councillors** **Parish Councillors** **Cllr King- She mentioned that she has checked the defib box and it is cold again. The switch for it is inside the Village Hall but it does have a note on it to say that it should be kept on. Cllr Thomas advised that we investigate. Cllr King has also advised that she hasn’t been able to get dog bags so has got nappy sacks.****a) Neighbourhood Watch –** There was no report from Neighbourhood Watch  |  |
| **76/21** | **CLIMATE CHANGE UPDATE**There is an area within the Church Yard that has some new plants and flowers there. The Church are also taking part in the NO MOW MAY, so the front part of the Church Yard won’t be mowed. Cllr Thomas has asked WODC to come and cut the Green. |  |
| **77/21** | **QUESTIONS FROM THE PUBLIC:** |  |
| **78/21** | **DITCHES DRAINAGE AND FLOODING:** |  |
| **79/21** | **MAINTENANCE/GRANTS:** Please can people remember to things on fix my street on the WODC website.Cllr Thomas mentioned the pothole on the road by the War Memorial. The road there isn’t adopted by OCC we may have to look if WODC could come out and look at fixing it. |  |
| **80/21** | **TRAFFIC:** **Speedwatch** – Clerk to put on the Agenda for next month to get the group up and running again. **20mph in the Village –** The Clerk hasn’t received anything back from OCC. Cllr Metcalf has suggested that we talk to our District and County Councillors after the election. The Clerk will also email the gentleman from OCC to see what help that he can give. |  |
| **81/21** | **PLAY AREA/PLAY FIELD:**Adrian has been to the playing field and mowed it. |  |
| **82/21** | **FINANCE****Payments to be approved:**

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| **Individual/Company** | **Reason** | **Amount** |
| Tracey Cameron | Clerk Salary | £1068.38 |
| Greenman Garden Services  | Trees for the Recreation Ground (PAID) | £2938.90 |
| Ubico | Dog Waste Bin Installation | £286.42 |
| Refund for Tree Sponsors |  | £91.10 |
| Came & Company | Public Liability Insurance | £601.43 |
| Cllr Butlin | Connectors for Hose Pipe | £4.00 |
| Netwise | Website Domain | £132.00 |
| Greenman Garden | Labour for tree planting | £699.00 |
| Cassington Garden Services | Burial Ground/play area | £505.00 |

**Income:**

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| **Individual/Company** | **Amount** |
| Tree Sponsor | £1005.60 |
| Precept | £11025.00 |
| St Leonards Church | £1861.00 |
| Banbury Memorial | £29.00 |
| Donation from Cassington Resident | £100.00 |

The Clerk is to pass over the account folder to Cllr Metcalf for a half yearly check. |  |
| **83/21** | **PLANNING APPLICATIONS:****No Planning Applications submitted** |  |
| **84/21** | **ANY OTHER BUSINESS**1. **Trees on the Playing Field** – The 10 trees have now been planted and staked and also netting out round them. The only thing that is needed is the plaques.
2. **Lorries using The Tennis –** The Clerk has not heard anything back from the letter that was sent. The Parish Council feel that maybe we should approach the owners of the land.
3. **Bio for the Website –** The Clerk would like each Councillor to write a bio for the website. It only needs to include how long they have been a councillor and any interests that they have within the village.
4. **Community Groups on the Website –** There is already a few groups on the Website, but the Clerk will put a notice in CAWN to see if there is anyone else who would like feature on the website.
5. **Airport Consultative Committee (Oxford Airport - Kidlington)** – Barbara is happy to continue to represent the Parish Council.
6. **Parish Council Insurance –** Came and Company have sent their invoice for the Public Liability Insurance for the Parish Council - £601.43
7. **June Parish Council Meeting –** Due to the change in legislation as of midnight tonight virtual meetings are no longer allowed. All Councils must meet in one geographical location. Therefore, our June meeting will need to be back in the Village Hall.
8. **Lease for the Playing Field –** The Clerk has been to see the Solicitor and we need to register the land to the Parish Council before we can register the lease for the Sports and Social. The Clerk has made an appointment to go to the History Centre in Cowley to see the title deed for the land. She is hoping that she can get it scanned and emailed to her so that it can be forwarded to the solicitor.
9. **Plans for Blenheim –** The Clerk received an email from Blenheim after the Clerk and Cllr Thomas met with them. It included a plan for other development sites and but also included the some of the Allotments. The Parish Council feel that this plan should be included into the Neighbourhood Plan to make a decision on what parts of the plan could be used.
10. **Neighbourhood Plan Scoping Opinion –** The original one was done however the Neighbourhood Planning Committee came back with a few amendments that they felt needed changing. Leani then sent through the updated one. The Clerk has sent this to the Parish Council. Before the Neighbourhood Planning Committee can progress with the plan this has to be agreed by the Parish Council. Whatever is done in the committee has to be brought forward to the Parish Council for them to agree before the next stage can progress. The Clerk advised that as much as the plan is being made by the committee it is still lead by the Parish Council. The Parish Council too read it and agree before the next meeting.
11. **Wall outside the Tennis –** A wall was taken down along Bell Lane by the Tennis however we need to wait to for our District and County Councillors so that we can plan a strategy to have it rebuilt.
12. **Village Logo –** The Clerk is now using the new village logo on emails and letters. The Parish Council think that it looks good and looks very professional.
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| **85/21** | **DATE OF NEXT MEETINGS:**Mid Monthly Planning Meeting **– No mid-month meeting needed**Date of the next Parish Council Meeting – **Thursday 3rd June @ 7.30pm via Zoom** |  |