



September 2024 Minutes

1. Apologies – Cllr Mills, Cllr Levy, Cllr Rylett, Cllr Goodwin

2. Declarations of interest – Cllr Metcalf has a declared an interest in a planning application 24/02116/HHD
(Any pecuniary interests should be declared also a review of current declarations of interests circulated)

3. Minutes of the previous meeting held on 4th July 2024

4. Comments from the Public –

5. Report from Clerk

- **Elms Road Ditch** – Having communicated with Cottsway they have agreed to clear the ditch outside of their properties. All other properties have the responsibility to clear the ditch by their own house. - **Clerk to email Cottsway to make sure that they going to remove the debris from the clearance.**
- **VAS on Eynsham Road & Yarnton Road** – The Parish Council and the Speedwatch Co-ordinator have agreed which VAS machines they would like as replacement. The clerk has contacted OCC to check if they give permission to the machines data to be accessed remotely rather than via bluetooth. **Clerk has followed up the email today.**
- **Oxfordshire Councillors Charter – Parish Council has approved to adopt the Charter**

6. Planning

a) Previous Planning Application Decisions

APPLICATION NO:	LOCATION:	PROPOSAL:	APPLICANT:	DECISION:
20/01734/OUT	Land North of A40 Section from Barnard Gate To Eynsham Roundabout Eynsham		Grosvenor Developments Ltd	UNDER CONSIDERATION
24/00964/FUL	End House Yarnton Road Cassington	Demolition of existing single storey extensions and outbuildings, erection of part single part two storey rear extensions	Thomson	APPROVED
24/01001/LBC 24/01000/FUL	The Farmhouse Worton Park Worton	Erection of replacement conservatory, alterations to fenestration and external and internal alterations with associated works		APPROVED
MW.0054/24	Cassington Pit, Cassington Road, Yarnton, Oxfordshire, OX29 4EB.	73 application for the continuation of the development permitted by MW.0122/20 (winning and working of sand and gravel with restoration using suitable imported materials) without complying with condition 6 in order to extend the time period for restoration until 31 st December 2025 to allow for sufficient time to restore the plant site	Hanson Quarry Products Europe Ltd	CONSULTATION COMPLETE – AWAITING DECISION
24/01056/FUL	The Chequers Inn 6 The Green Cassington	Change of use of self-contained staff living accommodation to an Airbnb	Mr Babu Odedra	APPROVED
23/01182/FUL	Churchfields Care Home Pound Lane Cassington	Erection of a two-storey detached key worker nurses' accommodation block and associated works	Mr R Sideras	PLANNING DECISION APPEALED (awaiting decision)
24/01615/HHD	3 St Peters Close Cassington Witney	Erection of single-storey front extension	Matthew Terry	APPROVED
24/01929/HHD	Cassington Mill Eynsham Road Cassington	Two-bay garage (extending existing building)	Mr Rogers	UNDER CONSIDERATION

The Clerk has been asked by the Parish Council to contact Planning with regards to planning application 24/01056/FUL to find out what the conditions on the planning application mean.

b) New Planning Applications

APPLICATION NO:	LOCATION	PROPOSAL	APPLICANT:	COMMENT DATE:	PARISH COUNCIL DECISION:
24/02116/HHD	2 The Tennis Cassington	Conversion of existing garage and erection of single storey extensions to create additional living space and storage.	Mr And Mrs Chris And Charlotte Metcalf	20 th September 2024	APPROVED

- c) **Botley Solar Farm** – Report from Group -Waiting for PVDP to submit their application which should be in October. Two consultations have taken place. The first one the parish council wrote to them. Letter has been written due to the planning application. Hydrologist reports have been in which shows that Cassington village is at risk of flooding if the solar farm was to be built. The group have suggested that a boundary is built.
- d) **Consultation on the West Oxfordshire Community Infrastructure Levy (CIL) Draft Charging Schedule** – Cllr Thompson has advised that this is something that we need to keep an eye on for the sake of the village. With regards to this the NPPF is also now changing.

7. Correspondence

- **Email from resident with regards to Child Protection within the village** – The clerk has contacted the Probation Office with the relevant information. Was advised that my details would be passed to the case officer however they were under no obligation to contact me. - **The Parish Council although they are sympathetic with regards to the people of the village do not have any authority in this situation. The Clerk to write to the Probation office and offer the service with a safeguarding liaison lead between them and us and also that his house is situated right by a school bus stop.**
- **Horsmere Lane** – A resident emailed to advise that Horsmere Lane had been cut, however none of it was cleared properly. The resident thinks that it could have been the environment agency – **The clerk has contacted the Environment Agency and is awaiting a response.**

8. Reports from County and District & Parish Councillors – No District or County Councillors in attendance – Clerk to write to them and ask

- a) County Councillor
- b) District Councillors
- c) Parish Councillors – Cllr Thompson brought up the verge by the red house. It is OCC's responsibility however the Parish Council have suggested that Jake be asked to cut it – **The Clerk to contact Jake**

Cllr King has advised that there are some people in St Peters Close that have not cut back their garden that make it difficult for people to walk by. **Cllr King is going to speak to them**

Cllr Thompson has suggested that the Parish Council put a notice in CAWN to ask if people would like to arrange a Village clear up.

Cllr Metcalf has asked if we can put the Walls in the village back on the agenda.

9. Ditches, Drainage and Flooding – Clerk to email Kirsty to ask about the Balance Pond. Cllr Thompson said the newts would have left by the end of September so now would be a good time for the pond to be assessed.

10. Maintenance/ Grants

- a) Tree Survey Quotes – **The council have decided to use Greenfields for the dead wooding of the trees and also the tree survey**
- b) Defib Maintenance – **Cllr King suggested that the Parish Council pay for the Village Hall and the Pavilion defibrillator. Council have agreed**
- c) **The Parish Council have asked the clerk to advise Jake that he can now cut back the hedge in the burial ground.**

11. Traffic

- **Speed Watch**
 July numbers as requested:
 No. of sessions: 7
 Total number of vehicles: 1,761
 No. of offending vehicles: 330
 Between 25mph & 30mph: 226
 Between 31mph & 40 mph: 72
 Over 40 mph: 5
 Highest offender: 50mph

 August numbers as requested:
 No. of sessions: 11
 Total number of vehicles: 2,474
 No. of offending vehicles: 424
 Between 25mph & 30mph: 293
 Between 31mph & 40 mph: 124
 Over 40 mph: 7
 Highest offender: 45mph

- **Speed Indicators** – OCC have put the speed indicators in the village.

- **Traffic Calming** – Cllr Metcalf has drafted a notice for CAWN

12. Play Area & Recreation Ground

- **Replacement Playground Equipment** – Cllr Thompson has advised that the application for the landfill has been turned down.
- **Agree Date for ROSPA report discussion** - The clerk has been asked to contact companies to fix and maintain the Green Gym

13. Finance

**a) Payments to be approved:
August 2024**

Individual/Company	Reason	Amount
St Johns Ambulance	Bike Night	£419.76
Tracey Cameron	Clerk Salary & Expenses	£1084.50
ICO	Information Commissioner Office	£35.00
Jake Boardman	Grass Cutting	£172.00
Grindforce	Removal of Rowan	£96.00

b) Income:

Individual/Company	Reason	Amount
HMRC	VAT Refund	£252.31
HMRC	VAT Refund	£439.54

September 2024

Individual/Company	Reason	Amount
Tracey Cameron	Clerk Salary and Expenses	£1267.82
Clear Insurance	Council Insurance	£925.28
Jake Boardman	Grass Cutting	£380.00
Ron Macdonald	Speedwatch	£18.21
Netwise	Hosting Support and Maintenance Package (website)	£528.00
CF Williams	Self Defence Class	£100.00
ROSPA	Play & Rec Inspection	£206.40
HMRC	Tax & National Insurance (6 June – 5 July)	£62.91
HMRC	Tax & national Insurance (6 July – 5 August)	£41.22

a) Income:

Individual/Company	Reason	Amount

b) Balance of Unity Bank as of Friday 5th September 2024 – £20,022.67

c) Council Agreement of New Internal Auditor – Parish Council Agreed

d) OALC Subscription Vote – Parish Council Vote Yes

e) Councillors to sign Charge Card Application form

14. Policy Annual Check

- Council Meetings Admission of Public and Press
- Recording of Meeting
- Retention and Disposal of Documents
- Internal Financial Controls

The Parish Council have adopted the Policies

15. Questions from the Public -

16. Date of next meeting: The next meeting is 3rd October 2024 in the Village Hall