

BODICOTE PARISH COUNCIL
MINUTES OF A PARISH COUNCIL MEETING
HELD ON WEDNESDAY 18TH SEPTEMBER 2024
AT 7.15PM AT CHURCH HOUSE

PRESENT: Cllrs. J. Washburn, A. Conley, D. Hingley, J. Slade, J. Sacha and C. Watts.

Christine Coles (Parish Clerk), two members of the public and Sim Mann from the Minster Property Group and Laura Spriggs of Snowden Homes Ltd

24/96. To receive apologies

Cllr S. Clifford (personal), Cllr C. Elmitt (personal), Cllr R. Pattenden (personal) and Cllr G. Blakeway (personal)

24/97. Public session

A villager was present to discuss the forthcoming Remembrance Day Parade. He first thanked the Parish Council for the invitation to attend this meeting. The Parish Council normally support and pay for the road closure and have set money aside to cover this cost. The Church pays for the insurance. Unfortunately the band cannot attend now and therefore the parade will not take place this year. The road closure cost will be carried forward to 2025.

24/98. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda

No interests were declared.

24/99. Acceptance of the minutes of the last meeting held on 21st August 2024

The minutes of the last meeting were agreed and signed.

24/100. To discuss Reserved Matter proposals with Minster Property Group (19/02350/OUT Deerfields Farm, Canal Lane for 26 dwellings). Sim Mann from the Minster Property Group and Laura Spriggs of Snowden Homes Ltd attended the meeting. Reserved matters will be presented soon. The site was in Bodicote but is not now. Access onto Canal Lane is pedestrian access. The houses will be affordable and some shared ownership. The landowner will be on site the whole time. The residents of Merlin Close will be consulted via a letter drop and the site team will knock on doors before starting. There is a proposed landscaping scheme and they will plant trees at the front. The properties will be two and three bedrooms. The Chair thanked them for attending and they left the meeting.

24/101. Matters Arising from the previous minutes

- *Transfer of Cotefield Site.* This matter is ongoing. The awful state of Cotefield Drive and Seedling Road was discussed. The road has not been adopted yet by Highways. The Parish Clerk to contact the developer.

24/102. County Council and District Council matters

- To receive reports from County and District Councillors
Cllr Hingley gave the following report. There will be a consultation on the budget in November/December time. CDC have renewed the contract with the Money Advice Service. It is well used and important for people to have access to the service. There is a review of polling places and District Council boundaries are being looked at. The Street Naming Policy has been updated. Work continues on the Local Plan.

- *To discuss the Cherwell Local Plan Review and producing a Neighbourhood Plan.* A meeting was held with CDC and attended by the Chair, Cllr Slade and the Parish Clerk. It was a helpful meeting. The Parish Council looked at this 8-10 years ago but there was no interest to take it forward. Cllr Hingley noted it would be useful to have one although there has been a lot of development in the village already. The new government want more housing and a Neighbourhood Plan provides extra weight in planning decisions. Both Bloxham and Adderbury PC have used a consultant. It was agreed to find out what consultant they are using. The new proposed housing development at Bodicote House and the estate at The Pavilions and Whitechapel Gardens which impede on the village, will form part of the new Local Plan.

Action: The Parish Clerk to contact Bloxham and Adderbury PC to ask which consultant they are using.

- *To receive an update from the meeting with the Highways Engagement Team.* A productive site meeting was held with Highways. Some roads are due for resurfacing. The roads are The Rydes, Blackwood Place, Keyser Road, Sideleigh Road, Lower Close, Other roads are logged for 2025/26 but may be done sooner (Sefton Place and Redhouse Road). Double yellow lines in several locations were discussed. This will be passed to the Traffic team to progress with the Parish Council. The speed limit on Wykham Lane was discussed. Travelling from 60mph to 20mph is too harsh. OCC are looking at all the places where harsh limits are in place so this is work in progress. The state of Molyneux Drive will be carefully monitored and is to be reported on FMS if it deteriorates.

24/103a. Planning matters; New applications

- *24/02140/F, Single storey extension to the west aspect of the dwelling; addition of a dormer to the south aspect of the property to create a third bedroom on first floor at 59 Blackwood Place.* Support with comments.
- *24/02278/F, Single storey rear first floor side and porch extensions, conversion of garage to habitable accommodation and associated alterations at Borford House, 63 Oxford Road.* It was agreed to support.
- *24/02325/LB, Replace a modern 1950s (cira) gas fire and brick surround fireplace in the family room with a new carved stone surround. Opening of existing brick fire place to accommodate and install a recessed wood burner and a new flexible stainless steel flue liner at Brown Thatch, White Post Road.* It was agreed to support.
- *24/02373/TCA, Apple (T1) - Crown reduction by up to 1 metre radially, thinning the crown by approximately 25% and removal of all dead wood from the crown. Apple (T2) - Crown reduction by up to 1 metre radially, thinning the crown by approximately 25% and removal of all dead wood from the crown at Gorsewood Cottage, 24 High Street.* The Parish Council had no comments or observations.
- *24/02383/TPO, T1 Beech - Trim lower branches overhanging and rubbing against garden building. Trimming back by a maximum of 2 meters from building - Subject to TPO 15/2000 at 10 Wise Close.* It was agreed to support.

24/103b. Planning matters; determined

- *24/00747/F and 24/00748/LB, Variation of condition 2 (plans) of 18/01914/F – Minor layout alterations and proposal to reconstruct two walls at The Close, 20 High Street.* Granted by CDC.

24/103c. Other planning

- TPO No 21 2024, Various species of trees located on land at Bodicote House. Noted.
- Application No 24/01200/F, 33 Wyham Lane has not been decided yet.
Action: The Parish Clerk to chase CDC and copy District Councillors in.

24/104a. Financial/administration report

- To note bank balances

Total	£150,800.76 (excluding Bodfest a/c)
Business Premium Account	£81,708.57
Community Account	£218.00
Business Premium Account	£68,874.19
Business Premium Account (Bodfest)	£23,853.51
- *To approve the amended fixed asset figure on the AGAR for y/e 31.03.24.* The asset figures on Section 2 of the AGAR were incorrectly recorded. The correct figure is £82,725.00. Councillors approved the correction. Section 2 was amended and initialled.
Action: The Parish Clerk to update the website.
- *To approve the funding applications for the allocation of ex Bodfest money.* The following applications were approved to receive funding (£500.00 each). Bishop Loveday School (three applications), Easington Sports FC (two applications), Longford Park FC, Community Looney Loops, Bodicote Welfare Fund, Home Start, Kingsfield Nursery, Banbury Animal Rescue and Kindness Service, Frank Wise School and 1st Bodicote Scouts.
Action: The Parish Clerk to process the payments.
- *To discuss the forthcoming Remembrance Parade.* Already discussed under Open Forum.
- *To discuss advertising the availability of S137 funds.* A notice will be displaying asking for applicants to apply for S137 funds from 1st October to 31st December 2024. The Parish Council will consider the applications in January/February 2025 and payment will be made before year end on 31st March 2025.

24/104b. Passing of invoices for payment

Cllr. Sacha proposed that the following accounts be approved for payment, seconded by Cllr. Conley and carried unanimously. **IT WAS RESOLVED** that these payments be made:

- Salary to Parish Clerk and tax
- £59.00 to OPFA (membership)
- £2035.28 to Thomas Fox Landscaping (mowing cuts 10 and 11)
- £453.60 to Thomas Fox Landscaping (cutting of cemetery hedge)
- £105.00 to Mrs P Evett (litter picking)
- £18.00 to J Gardiner (bedding plants)
- £705.60 to Thomas Fox Landscaping (bench installation on Broad Gap)
- £85.97 to Microshade VSM (emails)
- £60.00 to Vision ICT (Renewal of SSL certificate)
- £90.00 to Vision ICT (Website support)
- £3354.65 to OMG Trading Ltd (Deposit for new Basketball system)
- £3210.93 to WGT Fencing (new fences in the cemetery)

24/105. To receive the following correspondence

- OALC, To discuss the proposed Increase in subscriptions for 2025/26 and whether to support or not. OALC are proposing to increase subscriptions. Last years payment was £444.00 & VAT and this year it will be approximately £469.00 & VAT (24.11p per electorate). It was agreed to accept the increase.

Action: The Parish Clerk to reply to OALC.

- Highways, Preparing for winter.
- Cherwell District Council, Invitation to attend Cherwell Digital Infrastructure Webinar on 8th October. Details have been circulated.

24/106. Environment Matters

- *To discuss an unsafe headstone and remedial work that has been carried out.* A headstone in the cemetery has become detached from the base and is dangerous. The owner was asked to sort it out. In consultation with the family he placed the headstone flat on the ground and made the area good. This is not in line with regulations but the headstone is safe now. It was agreed to leave the headstone where it is on this occasion.
- *To discuss and approve the preferred style of village gates, locations and price.* Signway have quoted to supply and install the gates. The total cost is £15.5K plus VAT.

Action: The Parish Clerk to ask for design drawings.

24/107. Matters for consideration at the next meeting

- Village gates
- To consider the half yearly budget figures
- Continuation of payment of Bodfest money grants
- Parish Council priorities
- Grass cutting contract for 2025

24/108. To note dates for next meetings

Environment meeting on 2nd October 2024 at 6.15pm

Parish Council meeting on 16th October 2024 at 7.15pm

Signed

Dated 16th October 2024

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