

# SWALCLIFFE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING OF 25<sup>TH</sup> NOVEMBER 2014 AT 7.30PM IN THE STAGS HEAD PUBLIC HOUSE

### Councillors Present

Jane Morgan (JM), Chairperson

Jenny Bell (JB)

Mick Foley (MF)

Lizzie Melvin (LM)

Victoria Taylor (VT)

Christine Coles, Parish Clerk (CC) and fourteen villagers

### 1. Apologies

Cllr Benson

### 2. Declarations of Interest

Cllr Melvin declared an interest in the payment to Gerry Melvin.

Cllr Taylor declared an interest in the discussion to be held about the new planning application at Swalcliffe Park Equestrian.

### 3. Guest Speaker, Ian Jones of South Central Ambulance Service

Mr Jones thanked the Parish Council for the invitation to the meeting. He works for South Central Ambulance Service and the Parish Council had expressed an interest in a defibrillator. A defibrillator would be stored in a locked cupboard, in a focal point of the village and used in a cardiac arrest situation. Whilst someone is doing CPR, the defibrillator can be accessed. There are 150,000 cardiac arrests each year with a 4% survival rate. 7500 people survive the arrest. Where a defibrillator is placed, the survival rate of 4% increases to 25%. The nearest ambulance station to Swalcliffe is Adderbury. The machine is simple to use and will decide if the person needs shocking. The machine requires little maintenance and should be checked once a week for damage. The battery will last four years and pads for two years. The machine is very robust and will beep if there is a problem. The machines cost £1300 & VAT. The cost to a Parish Council would be £850.00 and they would be exempt from paying VAT. The machine needs to be kept warm in a cabinet with an electric supply. The cost of the cabinet is £550.00. People are not to borrow the machine if feeling unwell. If there is an emergency situation, the machine can be used after CPR has started but help must be on its way. Training could be given in the form of an hour and half awareness session. This would include a CPR demonstration.

Mr Jones explained the role of Community First Responders who attend life threatening injuries. They make a big difference to a community but are not always available. 6-8 people would be needed to start this up and they can be of mixed age and work life. 1-2 people could start the scheme initially. Free training will be provided. The nearest unit to Swalcliffe is Epswell so it is some distance away.

Cllr Foley asked how many people would be needed should the Parish Council agree to purchase a defibrillator. Mr Jones replied that the machine could be purchased and then the Parish Council would let the control room know where it is. Training is not necessary as there will be instructions given before use. There is a lot of anxiety about people using CPR but more awareness has to be made. This machine would be available 24/7. Cllr Foley also asked about the power to the unit. It requires a 240 volt supply. It must be placed where it is easy to find. Some villages have used the local red phone box which can be adopted from BT for a £1.

Cllr Foley asked how much notice would be needed to order a machine. The lead time is about 7 days.

The Chair thanked Mr Jones for attending the meeting.

**4. To discuss a proposed new toddler play area for the village**

Mr Beddowes is Chair of the fundraising group and they raise money for facilities in the village and charities. At the top of the list is a play area for toddlers. Swalcliffe Park School have offered a piece of land by the boundary wall. It has been offered on a rent free basis to be decided. The fund raising committee are very supportive but there are practical issues to be resolved and money to be raised. As it is not in their capability they feel it is more appropriate for the Parish Council to manage the project. There are grants available and the Village Fundraising Group would contribute and help.

Some of the issues would be the legal status of the land, access, building a gate and pathway, security, sensitiveness, raising funds and applying for grants. It would be a positive step for the village and help the sense of community spirit.

The Chair noted that some people are very anti about a toddler play area. The Parish Council are going to look at the project objectively. They will seek advice from Nicole O'Donnell of the Oxfordshire Playing Fields Association and invite her to a future meeting. It was agreed the Parish Council should join the OPFA at a cost of £40.00. A small group will be needed to take the project forward. Cllr Foley agreed to be the PC representative for that group.

From the floor, Cathy Stoertz advised that the school trustees are amenable to the idea. The school is very supportive and there is a willingness.

Mrs Salter said the OPFA are really helpful. However there will be drawbacks and it will swallow money. She was involved in a similar scheme at Hook Norton which cost £45K. It is a nice idea but there are other additional costs to consider such as damage to equipment, insurance and inspections.

**12. Planning**

- *14/01719/F, Change of use of land to garden and construction of garden railway - Resubmission of 13/01545/F at Barnwell Cottage, Main Road. No objections raised. Cllr Foley thanked Colin and Cathy for allowing himself and Cllr Morgan to go through the plans.*
- *14/00362/TCA, Reduce overhang to boundary line of 10 yew trees at Stratford Lodge, Main Road. Approved.*
- *14/01762/F, Use of land at Grange Farm for mixed use comprising part agricultural, part equestrian training and competitions (use class D2), formation of new access, extension to existing car park and associated work at Swalcliffe Park Equestrian Ltd, Grange Lane. Under consideration.*

Cllr Foley advised that several separate meetings have been held with the applicants and neighbours. Another meeting was held again today between himself and the Chair. There will not be a formal vote by councillors tonight as it is not fair and there are still questions to be answered. Cllr Foley was unsure whether he would be voting as he has a conflict of interest.

The main application is for use of land for mixed use. The paperwork is available for anyone to see and all the details are on the CDC website. The Parish Council must adjudicate a fair balance based on the applicants point of view and objectors. The Parish Council have agreed to make the village aware of the application by producing a short leaflet. If people want to make comments they must either write to CDC or go straight to the CDC website. The Parish Council will have to respond by the beginning of December.

A map was shown to the meeting to show the piece of land relative to the application. In 1998 Mr and Mrs Taylor started a small equestrian event. Advice was given from CDC at the time and CDC gave permission. This was within requirements of the law at that time.

Two other applications have been put in previously. One in 2013 which was withdrawn and another in May this year which was also withdrawn.

The previous application was for cross country schooling which was covered under the 28 day rule. This time CDC have requested that the whole of the area is covered in the planning application.

There are ten events currently planned for 2015:-

8 x 1 day events

1 x 2 day events

1 x 3 day events

A spreadsheet of cross country schooling was passed to Cllr's Bell and Melvin. This is a breakdown of attendance horse figures between the months of February 2014 and October 2014. There are highs at weekends and two aspects, involvement at events and the equestrian school. There are lots of worries about events and how big and unknown they are.

A number of discussions have taken place with CDC about the traffic last time and this time. Since the last application was submitted two events have been held. Signs have been put up in proximity to Grange Lane and the traffic was moved away. Clarification will be needed from CDC about the number of events and number of riders allowed as this seems to be a grey area. The new parking area is in a different place but should be screened. It will not affect the landscape. Key issues are landscape, heavy traffic and where it should go, noise, a tannoy system and a boundary between events and nearby houses.

Cllr Bell spoke about the traffic query. Sarah Taylor replied that a full traffic count was carried out on 21st September 2014. It was to minimise disruption, look at alternative parking locations and the layout. Traffic is a key issue but not everyone can be helped at the same time. The applicant will continue to work with OCC and put signs out as long as they are not advertising. The lower car park has been extended for everyday schooling and will take the day to day traffic away from neighbours houses.

Cllr Foley spoke about the Environmental Impact Assessment and they will ask for verification from CDC.

From the floor Mr Grimston said this was not like a railway application. It is very hard to define and there is a lot of scope for changing. This is not a criticism but reality. The application has to be right for everyone in the community. They are at the epi-centre of the event and if the traffic was rerouted the other way the temperature would be lowered for everyone and it would keep traffic out of four villages. Mr Grimston said this is the third application and he encouraged the PC to take the lead and try and reduce the temperature. The neighbours were not given an opportunity to discuss the application and he felt this should have happened. Cllr Foley did note that some people were not notified by post and this is because it is done by postcode. The Parish Council will make this point to CDC.

A discussion took place about signage and it was felt not to be correct. The whole of the gated road allows vehicles up to 7.5 tonnes. To allow a lorry access, there needs to be an additional sign underneath. Satnav takes traffic going to Grange Lane and Park Lane.

From the floor, Mr Cowley asked if the Parish Council take into consideration the majority of people. The Chair replied that they will make everyone aware of the application and try to represent everyone. The Parish Clerk to check with CDC when responses have to be in by and residents to reply directly to CDC.

Finally the Chair advised the Parish Council will discuss the application, and make a decision. A leaflet will be distributed and if both parties would like a meeting, they will help facilitate it.

## **5. Minutes of last Parish Council meeting held on 14th October 2014**

The minutes were approved and signed.

**6. Open Forum**

The new road sign at the top of Park Lane was reported as being unnecessary. The Chair to speak to Cllr Benson.

A discussion took place about dog fouling. Residents should call the Dog Warden at CDC to report offenders.

Mrs Salter asked if there was any progress on the correct signage at the Barn. The Parish Clerk has spoken to Woodstock Museum and a site visit was being carried out a while ago. During the site visit they were going to look at the signage. The Parish Clerk agreed to chase this.

Cathy Stoertz spoke about the problem raised at the last meeting of blocked drains at the bottom of Bakers Lane which came from the school pouring fat down their sinks. She felt that if it was an official diagnosis by Thames Water, they would have contacted the school direct and they have not. She encouraged residents to contact the school direct with any problems.

A villager had asked again about moving the 30mph sign down at the Sibford end near to the houses in Brick Row. A site meeting was held with the previous Chair, Parish Clerk, Thames Valley Police and OCC Highways some time ago. The costs to move the sign would be around £10K and at the time the Parish Council felt this was not a good way to spend tax payers money. Therefore the idea was not taken any further. Cllr Benson is currently talking to OCC Highways to ensure the 30mph signs are in the correct place.

An email was received from Peter McLoughlin as people in Bakers Lane are not taking their green bins in. A reminder to be put in the Link. Councillors to remind residents.

**7. Matters Arising**

Cllr Taylor was able to ask Stagecoach why they use a double decker bus through the village and it is because they are travelling to Stratford Upon Avon and are used as school bus at key times.

**8. Co-option of new councillor**

Charlotte Watkins has resigned from the Parish Council. The Parish Clerk to write a thank you letter. The Parish Clerk to let CDC know of the vacancy. It was agreed that a notice should go up and a note be put in the Banbury Guardian and Link. The deadline has been missed for the December/January Link so a note will be put in the February Link.

**9. To receive an update from the Parish Plan launch meeting**

There will be a launch meeting on 2nd December at 7.30pm in the pub. There are eight members on the Steering Group. Cllr Bell asked Councillors to let her know of any issues that they can discuss such as garage provision and speed signs.

**10. To receive a brief update from everyone on their key area and progress**

Cllr Melvin asked Councillors to decide if they wanted to sign the lease for the Parish Pit or not. It is very onerous and the rules are specific. It has to be kept as a garden with a plaque. There is to be no sub letting or any other use. The lease would be for 999 years. Cllr Foley reminded the councillors that the previous Parish Council had battled hard but were unable to verify that they legally owned the land. It is too late now as the land has been registered by Melanie Haynes. All councillors were asked to email the Parish Clerk on Wednesday 26th November with their vote.

Cllr Foley advised that 8 strings of 50 new Christmas lights have been ordered. Thanks was given to Colin Hill for testing the lights. A Christmas tree is being delivered to the Green on Saturday 29<sup>th</sup> November. More volunteers are needed to help with the setting up of the tree and lights.

*Action: Cllr Taylor to email Doug Seymour about the placing of the lights on the village hall.*

Councillors discussed a childrens Christmas party to be held in the hall on 20<sup>th</sup> December for 32 children. A new Santa outfit will be needed. A proforma invoice for £150.00 was submitted by Kate Foley which was approved by all councillors.

#### 11. Finance Report

Bank balances are as follows:

Current account £9,589.27

Deposit account £16,790.00

Betty Panks Account £4,664.00

The following payments were approved:-

- £169.74 to Lights4Fun (new Christmas lights)
- £98.76 to Banbury Print and Design (printing for Community Plan meeting)
- £67.00 to Gerry Melvin (grass cutting)
- £39.70 to Parish Clerk (expenses)
- £594.00 to Acremans Arboriculture Ltd (work to trees on the Green)
- £20.00 to Stags Head PH (meeting)
- £150.00, Advance payment to Kate Foley for Childrens Christmas party

#### 13. Correspondence

- CDC, Submission of proposed modifications to the Cherwell Local Plan 2011-2031
- OCC, Better Broadband update
- CDC, Register of Local Heritage Assets
- OCC, Maintenance of roundabouts and verges
- Letter from Mr Stanton of Jesters, Main Road about the garage area
- OCC, Emergency Planning events

Two items of correspondence were highlighted:-

- CDC, Register of Local Heritage Assets. The Parish Clerk to ask Julie Carpenter, previous Chair of the Parish Council if anything was sent to CDC.
- Letter from Mr Stanton of Jesters about the garage area. This item to be carried over to the next meeting.

#### 14. Councillors Reports

Cllr Foley suggested that Dan Parish and Cassie Kinnaird should be recognised in some way for charging the speed sign batteries.

The Chair attended the recent CDC Parish Liaison meeting. One subject discussed was Rural Broadband.

Next meeting date, additional meeting on Tuesday 16th December at 7.30pm in the village hall

Meeting Closed 10.00pm