

# **SWALCLIFFE PARISH COUNCIL**

## **MINUTES OF A REMOTE PARISH COUNCIL MEETING** **ON 14TH SEPTEMBER 2020 AT 7.30PM**

### **Councillors Present**

Neil Urquhart (NU), Chairperson  
Steve Gandy (SG)  
Ken Hodkinson (KH)  
Ryan Smith (RS)  
Victoria Taylor (VT)  
Christine Coles - Parish Clerk and two villagers

### **20/55. Apologies**

Cllr McCallum (work)

### **20/56. Declarations of Interest**

Cllr Taylor declared an interest in Park Wood.

Cllr Gandy declared an interest in the planning application at Church House, Main Road.

### **20/57. To approve the minutes of the meeting held on 29th June 2020**

The minutes of the last meeting were approved and signed as a true record.

### **20/58. Public Participation Session**

During lockdown Colin Hill had received a box of archived material which included parish records and other village documents. Some relate to village history and a village digital archive has been created. Colin has made a list of what has been scanned and it is not essential to current operation. He has the minute books from 1959 to 1972 and 1972 to 1987, and other documents relating to the village hall, allotments and deeds. The older Parish Council paperwork is stored in the filing cabinet at the back of the village hall but it was felt this was not the best option to store older important village documents. Digital archiving is a safe way and Colin Hill has offered to help.

*Action: Colin Hill to invoice the Parish Council for the cost of a hard drive where the documents will be stored.*

### **20/59. To note any matters arising from the minutes not included on this agenda for report only**

Swalcliffe Common - The Chair met with the Oxfordshire Wildlife Sites Project Officer for the Berks, Bucks and Oxon Wildlife Trust (BBOWT), after the survey carried out by the Oxfordshire Biodiversity Officer. He will share their report when it is sent.

Mountside, Main Road – An access payment of £100.00 has been received which will cover 2020 and 2021.

Woodland Play Area – There is a meeting on 22<sup>nd</sup> September which the Chair will attend.

Vacancy – There is still a vacancy on the Parish Council and the Chair will make contact with someone.

### **20/60. To receive an update on the village/community hall**

A local firm of architects, Acanthus Clews (AC), has been appointed to develop plans for a replacement building. A topographical survey has been completed and AC have nearly finished the feasibility study. It will be completed by the end of September. The general agreement is to replace the structure but funding is an issue. The total project could cost £400K. Cllr Gandy will share the study with the Parish Council and Village Hall Committee first and then with the village in November, or at an appropriate date. A village meeting will be arranged when government restrictions are lifted.

The Terms of Reference for the VHC were discussed. They were based on the set for the play area. They have been agreed by the VHC. They were approved by the PC at the meeting.

**20/61. To receive an update on Park Wood**

Papers had been circulated relating to this issue. Emails were exchanged in August between the Parish Council and Countryside Learning who own the woods. There has been more activity recently and there is concern for people's safety whilst walking in the woods. A suggested letter to be sent to the parents concerned was circulated but it will be adjusted.

*Action: The Parish Clerk to send the new letter to those concerned.*

**20/62. To discuss Planning for Cherwell 2040**

CDC are commencing a consultation on its new development plans for 2040. The Chair attended a workshop on 2<sup>nd</sup> September 2020. The local plans look forward a minimum of 15 years. The plan will link to the Oxfordshire Industrial Strategy and the Oxford – Cambridge arc. It is focusing on Banbury, Bicester and Kidlington. It will establish a settlement hierarchy for villages to include housing and services so each village may be surveyed. The 3 main themes are a. Maintaining and developing a sustainable local economy b. Meeting the challenge of climate change c. Healthy place shaping.

**20/63. To discuss the Consultation on White Paper on Changes to Current Planning System**

This is a national government paper and its contents were noted.

**20/64. To receive an update on Speedwatch**

There was poor support from the village with the recent Speedwatch activity. 5 people volunteered. 3 sessions were held during the two week period. Quite a few cars were caught speeding. The village will have the speed equipment again later in the year. Both neighbouring villages, Tadmerton and Broughton have shared the equipment and seen many people speeding. The Chair encouraged Councillors to assist.

**20/65. To receive an update on the Foodbank collection scheme**

The recent collection was a great success. A quarterly collection will be sufficient in Swalcliffe. Next Door will be used to advertise the next one in December.

*Action: Cllr McCallum to help with the advertising on Next Door.*

**20/66. Financial Report**

The following payments were approved under statutory powers:  
£235.57 to ABC Advertising Ltd (website and ancillaries for play park)  
£600.00 to A Bathe (grass cutting)

**20/67. To receive an update on Planning**

Three new applications had been received since the last meeting:

- 20/01908/F, Detached garage/workshop with associated external works at Church House, Main Road. No objections.
- 20/02031/F, Single story extension at Gullivers Cottage, Main Road. No objections.
- 20/01792/F, Variation of Condition 2 of 20/00178/F at Swalcliffe Park School. No objections. Granted by CDC.

**20/68. To receive the following correspondence:-**

The following correspondence had been received and circulated:

- CDC, Cherwell Local Plan Review 2040 - Planning for Cherwell to 2040: A Community Involvement Paper
- CDC, Cherwell Local Plan Review 2040 - Planning for Cherwell to 2040: A Community Involvement Paper - Invitation to Parish Workshops

**20/69. Councillors' Reports**

Thanks were given to the school for clearing the ivy off the wall.

Mowing in the churchyard will be on the November agenda as the Parish Council can no longer fund it.

Cllr Hodkinson spoke about the Woodland Play Area. People park at the Tithe Barn and walk across the road. He asked if a sign could be put up to warn drivers. The Parish Clerk did look at this some time ago but did not get very far. She has a new contact at Highways who she will speak to for advice.

**20/70. To agree meeting dates for 2021**

11<sup>th</sup> January, 15<sup>th</sup> February, 29<sup>th</sup> March, 10<sup>th</sup> May, 21<sup>st</sup> June, 6<sup>th</sup> September, 18<sup>th</sup> October and 29<sup>th</sup> November.

**20/71. Date and time of next meeting**

Monday 2<sup>nd</sup> November 2020 at 7.30pm

There being no other business the meeting closed at 8.35pm.

DRAFT