

CUMNOR PARISH COUNCIL
Minutes of the Cumnor Parish Council
on Monday 2 December 2024 at 7.30pm
held in Fogwell Road Pavilion, Fogwell Road, Dean Court.

In attendance.

Council. Tom Christophers, Chair, Laurence Waters, Vice-Chair, Basil England, Dona Foster, Alison Jenner, Paula Lopez, Gary Mason, Judy Roberts, Ray Stone, Chris Westcott, and Tina Brock, Clerk.

County Councillors. Judy Roberts.

District Councillors. Judy Roberts.

Visitor. 41.

356/24 Apologies for Absence.

Oliver Wright (prior commitment) and DC Scott Houghton (prior commitment). These apologies were approved.

357/24 Declaration of Interests. None.

358/24 Variance of Order of Business.

Council agreed to bring forward of the agenda item 15i Planning Application P24/V2426/FUL 11 Long Close.

359/24 Minutes of the Meeting of the Parish Council.

Council resolved to adopt the minutes of the meeting held on Monday 4 November 2024.

360/24 Matters Arising from the Minutes. None.

361/24 Clerk's Newsletter and Addendum. Received

- i. Payment of Accounts. Approved as per minute 362/24.

362/24 Payments of Accounts.

Council resolved to authorise the payments specified in the Clerk's Newsletter and Addendum and reproduced below.

Table 1 List of income.

Statutory Power	Receipts received.	Description	Total (£)
16 Local Auth Cemeteries Order 1977	Banbury Memorials	Inscription to existing memorial	18.00

Table 2 List of receipts.

Statutory Power	Payments now due:	Description	Total (£)
88, SO LGA 1972 s112 Contract/Pensions Act 2014	Staff costs		4,001.21
BACS LGA 1972 s111	Unity Bank	Bank charges	2.85
DD Telecom Act 1984 s97	EE	Mobile phone charges – Oct	21.60
89 LGA 1972 s142	Oxfordshire South and Vale Citizens Advice	Grant	500.00
90 LGA 1972 s142	Cumnor Pre-school	Grant	500.00
91 LGA 1972 s111	Farmoor Village Hall	Room hire	54.00
92 LGA 1972 s142	Greenbarnes	New Pinnocks Way Noticeboard	1,212.92
93 Highways Act 1980 s274A	OCC	Speed surveys	456.00
94 LGA 1972 s111	Society of Local Council Clerks	Membership	480.00
95 LG (Misc Prov) Act 1976 S19	As New Home & Office Cleaning	Oct clean of pavilion	96.00
96 LG (Misc Prov) Act 1976 S19	Farmoor Plumbing Ltd	Heating installed, insulation in roof and cleaning of gutters	9,639.26
DD Telecom Act 1984 s97	BT	Office phone and broadband	240.44
97 LG (Misc Prov) Act 1976 S19	Boward Tree Surgery Ltd	Decay test – English Oak at Closes field	300.00
98 LG (misc prov) Act 1953 s4	The Bin Cleaner	Quarterly clean of bus shelters	680.00

99a LG (Misc Prov) Act 1976 S19	MRH Services	Repairs to Cantilever basket swing at Glebe play park	1,232.72
99b LG (Misc Prov) Act 1976 S19	MRH Services	Service inspection of play parks, repairs to rocking horse (Glebe) fit new noticeboard (Pinnocks Way) replace crutch straps of cradle swings (Fogwell & Pinnocks).	
100 LG (Misc Prov) Act 1976 S19	Sutcliffe Play	New trampoline mat	3,481.70
101 LGA 1972 s111	Cumnor Old School Charity	Room hire	24.00
102 LGA 1972 s214	Paul Jovanovic	Garden of Remembrance grounds maintenance Apr- Sept 2024	240.00
103 LG (Misc Prov) Act 1976 S19	Earth Anchors Ltd	Commemorative bench - Meadow Play Park	663.60
104 Public Health Act 1936	Astor Bannerman	S & F Hoist in changing rooms facility	2,566.80
105a LG (Misc Prov) Act 1976 S19	Ady Podbery Ground Care	Hedge cutting – Closes field, grass cutting – Fogwell field and Farmoor grass verge	2,163.00
105b Highways Act 1980 LG (Misc Prov) Act 1976 S19 Open Spaces Act 1906	Ady Podbery Ground Care	Grass cutting, litter picking, hedge cutting, raking sand at play parks, burial ground and Noble Close alley	

Notes.

- After all payments/receipts are accounted for the Unity Bank account will be in credit at £37,103.08.
- After all payments/receipts are accounted for the Santander Community Account will be in credit at £74,398.63.
- The Council has the following debtor for 2024/25: HMRC (Reclaimable VAT) £7,145.61.
- As of 18 November 2024 the Santander Corporate Notice account held a credit balance of £80,802.94.

PRESENTATION

363/24 Paul Southouse, Architect, Lynrace Studio.

Paul Southouse, Architect presented to Council a proposal to erect a new dwelling on the land to the rear of 96 Cumnor Hill, Cumnor.

Paul Southouse left the meeting.

PUBLIC PARTICIPATION

364/24 Public Participation.

Residents attended the meeting to raise concerns regarding planning application P24/V2426/FUL 11 Long Close, Dean Court, Oxford – Change of use from existing dwelling (C3) to children's residential home (C2). Concerns raised were; out of character, increase in traffic, parking concerns, noise and trade waste.

PLANNING

365/24 Submitted Planning Applications.

The Council would submit the following observations:

Table 3 List of planning application.

Ref	Planning application number	Address and proposal
i	P24/V2426/FUL	11 Long Close, Dean Court, Oxford OX2 9SH <i>Change of use from existing dwelling (C3) to children's residential home (C2).</i> Objects. Council objects to the proposed change of use from C3 (dwelling house) to C2 (residential institution) on the grounds that it does not conform to Cumnor Neighbourhood Plan Policies DBC1 (General Design Principles in the Parish) and RES2 (Care Homes and Residential Institutions) for the following reasons.

Ref	Planning application number	Address and proposal
		- Inadequate off street parking provision to front of property (and none to side or rear – see Policy RES2) for staff and visitors (professional, educational, care support and others), generating on street parking, as the site is not big enough to accommodate the 4 parking spaces claimed. There is no on-site turning circle. To prevent accidents vehicles would need to reverse in to park. Proposal does not conform to Neighbourhood Plan Policy DBC1 and RES2 (see below) Council requests that a tracking diagram to show that the site is big enough to park 4 vehicles is submitted as part of the application prior to a decision being made. - Unacceptable impact on the amenities of residential properties in the locality as Residential Institution use (C2) would generate abnormal number and timing of vehicle movements (see reference to utilisation above + business deliveries + trade waste disposal) to the site which is located in an area <i>‘entirely residential’</i> (see Dean Court Character assessment as referenced in Policy DBC1). - Unacceptable impact on the amenities of residential properties in the locality as Residential Institution use would generate noise disturbance in an area <i>‘quiet due to its residential use’</i> (see Dean Court Character assessment as referenced in Policy DBC1). Council requests a Noise Pollution Statement is submitted as part of the application prior to a decision being made. Neighbourhood Plan Policy DBC1 states A. Development proposals should, as is relevant to their nature and location, have regard to the provisions of the Vale of White Horse Design Guide and to the essential character of their local area as defined by the Cumnor Parish Character Assessment. B. Development proposals should also take into account the following general design principles: - Taking an integrated approach to highways, parking, public spaces and buildings so as to create a development with a sense of place, including integrating car parking into the design, using varied forms of provision to avoid over-reliance on on-street parking Neighbourhood Plan Policy RES2 states A. Development proposals for care home provision and other residential institutions will be supported, provided that: i. The development does not involve the creation of a disproportionately large building mass in housing areas; ii. Where practicable, parking spaces are provided to the side or rear of the new property and not to the road frontage; iii. Landscaping and soft boundary treatments are provided to the road frontage; and iv. The development would not have an unacceptable impact on the amenities of residential properties in the locality Council requests the following planning conditions if planning permission is to be given to ensure the safety of the people living at the accommodation. - install a security gate to the front of the property

Ref	Planning application number	Address and proposal
		fence off the stream at the bottom of the garden. Relevant Neighbourhood Plan policies. Policy RES2 Care Homes and Residential Institutions. Policy DBC1 General Design Principles in the Parish referencing parish character assessments including Dean Court Character Assessment Voted 9 agreed and 1 abstention.

Visitors left the meeting.

REPORTS

366/24 Report from County Councillor(s).

DC Roberts submitted a written report.

General OCC.

The leaders of the County and City Councils wrote to the Rail Minister, and he may visit us in December.

There has been no new development around the Devolution Arrangement. The Leader and the 5 district councils replied that they were interested in talking when more details were available as to the actual government offer. The rumours seem to point to large geographical areas being considered, possibly larger than Oxfordshire

Traffic and Highways.

The result of the of the recent trial bore holes is that they have found a place where they can connect the water main for the City so the current design plan will now be costed and submitted to the DfT. We still haven't heard from the government about what funds are available. Next weekend they are removing the pedestrian bridge from the station to Beckett Street car park.

This section on the OCC's website should cover the Botley Bridge Road closure:

<https://www.oxfordshire.gov.uk/residents/roads-and-transport/roadworks/future-transport-projects/oxford-city-station-phase-2c>

There is a new arrangement to allow disabled people to access the Western Entrance of the station. They have to give 45 minutes notice.

This will have all cycle paths, bus and Network Rail and Thames Water information and various links to other websites posted on there.

This is the website that the latest information will be posted on from Network Rail

<https://www.networkrail.co.uk/running-the-railway/our-routes/western/oxfordshire/botley-road-bridge-replacement/>

The works by Thames Water to replace the damaged water main to the City have now begun and will continue until March 25 with intelligent traffic lights and a one lane closure over Osney Bridge for the whole year. The works on the river area have now re-started and the temporary bridge for the water main is now up. The finish date for the road closure is still March 25 and the end of the project November 25.

Library.

The Botley library now provides free coffee and tea as part of their warm spaces program, this is continuing into 2025. There are also newspapers to read and a jigsaw puzzle to complete.

Consultations

Let's Talk Oxfordshire.gov.uk website:

A40 - Eynsham Park and Ride to Wolvercote - closes on 1 January 2025.

Budget consultation 2025-2026 – closes on 2 January 2025.

National Highways and Transport (NHT) Network 2024 - ends on 28 February 2025.

The "You said/We did" section gives a lot of information about forthcoming changes based on the surveys. This can be useful even when you didn't respond to the surveys.

Highways traffic regulation orders and highway public notices gives notice of all planned and emergency work.

This link tells you about planned OCC roadworks and if you press the live roadworks button, it takes you through to One Network where there are all the live roadworks for that day. If you choose

a time option, it will tell you all the planned roadworks:

<https://www.oxfordshire.gov.uk/residents/roads-and-transport/roadworks/major-current-roadworks>

367/24 Report from District Councillor(s).

DC Scott Houghton submitted a written report.

16 Cumnor Hill.

I have been informed that an appeal has been made to the Planning Inspectorate against Vale of White Horse District Council's decision to refuse application P24/V0571/FUL at 16 Cumnor Hill. All representations on the original application have been forwarded to the Planning Inspectorate. If you wish to make comments, or modify/withdraw your previous representation, you can do so online at [Planning Inspectorate](#) All representations must be received by 24th December 2024.

DEFRA Bathing Water Consultation.

Defra has launched a consultation to invite the public, community and environmental groups, farmers, businesses, and local authorities to share views on modernising bathing water regulations. They want to know what people think about:

- removal of automatic de-designation after 5 years of 'poor' water quality
- changes to the designation criteria of bathing sites
- removing the fixed dates of the bathing season from regulations

The consultation closes on 23 December 2024 and can be found at the link below.

[Reforms to The Bathing Water Regulations 2013 - GOV.UK](#)

Electric Waste Vehicles.

Vale of White Horse and South Oxfordshire District Councils have taken delivery of their first electric food waste collection vehicle – part of the councils' ambitions to decarbonise the waste vehicle fleet and move towards net zero. It is being used throughout both district council areas as part of the fleet of 12 food waste collection trucks. The diesel food waste trucks each cover approximately 26,000 miles per year, which with an average load would produce 30.9 tonnes of CO₂e (carbon dioxide equivalent). By changing to an electric food waste vehicle the councils expect to save more than 20 tonnes of carbon dioxide equivalent a year.

Switchboard update.

As part of our ongoing customer transformation programme, we are pleased to report our Switchboard is expected to move back in house from Capita at the end of November 2024. We will be using a new automated switchboard system that should enable up to 80 percent of all calls to continue to be routed through to the right person or team automatically. Anyone who can't navigate the automated system or doesn't know who they want to speak to will be able to speak to one of our customer service advisors, who will try to resolve their enquiry or will put them through to someone who can.

Services over Christmas and New Year.

A guide to variations in council services over Christmas and New Year can be found at the link below.

[Council Services Over Christmas and New Year 2024/25 - Vale of White Horse District Council](#)

368/24 Report from Representatives on Outside Bodies. None.

TRAINING/EVENTS

369/24 OALC Training Programmes.

Tom Christophers would attend the online OALC Councillor Forum on Tuesday 10 December 2024 at 7pm.

Council approved expenditure for the Clerk to attend the OALC training courses Effective Agendas and Accurate Minutes £50.00 + VAT and Experienced Clerk Refresher £60.00 + VAT.

COUNCIL

370/24 Consultations.

- i. Council resolved to respond to the [Enabling remote attendance and proxy voting at local authority meetings - GOV.UK](#) which closes on 19 December 2024. Positively approving remote meetings at the discretion of the council, against proxy voting and hybrid meetings
- ii. Council noted the response to the VWHDC/SODC Joint Local Plan 2041 – Reg 19 Consultation.

371/24 Council's Strategic Plan.

- i. A small number of residents attended the recent Strategic Roadshows held in the parish.
- ii. Council resolved to approve the BTW Insights quote of £13,175 + VAT and proposed timeline to produce a residents survey at a vote of 8 for and 2 abstentions.
- iii. Council resolved that the Strategy Working Group would finalise the survey for sign off by 6 December 2024 for posting provisionally on 2 January 2025.

FINANCE

372/24 Dedicated Reserves.

Council resolved to approve setting up a Dedicated Strategic Plan reserve and agreed to move £15,000 from the Dedicated Burial Ground reserve into this reserve.

373/24 Grounds Maintenance addition Common Land Appleton Road, Cumnor.

Council resolved to defer this item until the Environment Agency had confirmed whether there were Great Crested Newts in the village pond.

374/24 Expenditure.

Council resolved to approve the following expenditure.

- i. Andy Berry Electrical and Security quote of £464.30 + VAT to remove wall heaters and install emergency lighting at Closes Field. Funds to come from the Closes Pavilion Dedicated Reserves.
- ii. Zoom £119.90 + VAT.

ENVIRONMENT AND AMENITIES

375/24 Draft minutes of the Cumnor fit for the Future Public Art Working Group meeting held on Wednesday 6 November 2024.

Received.

376/24 Draft minutes of the Fogwell Road Pavilion Management Committee meeting held on Wednesday 13 November 2024.

Received.

377/24 Ad-hoc grass cutting of verges in the parish.

None.

378/24 Update on other current matters.

NEIGHBOURHOOD PLAN REFRESH

379/24 Terms of Reference.

Council approved the TOR with amendments to the decision making process to be recommendation to Council. The Clerk would amend the TOR and email for final approval.

380/24 Project Inception meeting.

The council noted that Councillor Chris Westcott and the Clerk met with O'Neill Homer Ltd for a Project Inception meeting on 18 November 2024.

381/24 Project Scoping meeting.

The council noted that the Working Group will meet face to face with O'Neill Homer for a Project Scoping meeting on Wednesday 4 December 2024 at 1.30pm.

382/24 Next steps.

The existing policies would be reviewed and if any member of council has any questions or comments please contact Chris Westcott.

PLANNING

383/24 Submitted Planning Applications.

The Council would submit the following observations:

Table 4 List of planning application.

Ref	Planning application number	Address and proposal
i	P24/V2461/HH	16 Oxford Road, Farmoor, Oxford OX2 9NN <i>Demolition of existing attached garage, rear extension and outbuilding. Proposed construction of single storey side and rear extensions Supports.</i>

384/24 Submitted Planning Applications in between meetings. Noted.

Table 5 List of submitted planning application(s).

Ref	Planning application number	Address and proposal
i	P24/V2333/HH	1 The Park, Cumnor, Oxford OX2 9QS <i>Demolish single storey rear extensions. Erect two storey side extension first floor extension over garage, full width rear single storey extension. Alter window openings and render/weather board external walls. Alter access and parking.</i> Objects. The proposal to finish the dwelling in weatherboard and rendering is out of keeping with all of the dwellings in The Park, which retain their original brick construction. Policy C37 of LPP1 Design and Character requires that 'development to be of a high quality, visually attractive design that responds positively to the site and its surroundings with appropriate scale, height details and materials'. The use of cladding and render would also be contrary to Cumnor Neighbourhood Plan Policy DBC 1 (Retaining original features in alterations and extensions such as doors, windows, and wall treatments).
ii	P24/V2343/HH	32 Bertie Road, Cumnor, Oxford OX2 9PS <i>First floor extension over existing ground floor.</i> Response. Council requests that if permission is to be granted it is subject to VWHDC receiving and approving plans demonstrating sufficient off-street parking for a 5 bed house that does not obstruct the 2x front doors of the property.
iii	P24/V2360/HH	Willow House, Hids Copse Road, Cumnor, Oxford OX2 9JJ <i>Single storey side extension to provide a boot room. Single storey side extension with a two storey element to provide a lift for disability use. Single storey rear family room extension.</i> Supports.
iv	P24/V1446/LB amended details	Rockley Farm House, 16 Appleton Road, Cumnor, Oxford OX2 9QH <i>Proposed re-roofing with new roof lights with concealed thermal upgrading between rafters (amended site plan received 10/10/2024 description amended 4/11/2024 omitting proposed extensions and amended plans received 11/11/2024).</i> Supports.

385/24 Permitted planning applications. Noted.

Table 6 List of permitted planning applications.

Ref	Planning application number	Address and proposal
i	P23/V2386/HH	45 The Glebe, Cumnor, Oxford OX2 9QB <i>In-fill of existing garage door to create one large window and single storey side extension to be used as a carport (Reduction in scale as shown on drawings received 4 March 2024 and amended location plan received 11 September 2024.</i>
ii	P24/V2083/HH	7 Meadow Close, Farmoor, Oxford OX2 9PA <i>First floor extension over existing ground floor with external cladding additions and the installation of 6 number roof windows.</i>

386/24 To note refused planning application(s).

Table 7 List of refused planning application(s).

Ref	Planning application number	Address and proposal
i	P24/V1995/O	Caspian Valley Farm Barns, Cumnor Road, Farmoor, Oxford OX2 9NS

Ref	Planning application number	Address and proposal
		<i>Proposed new self-build dwelling (as amended by revised application form submitted 9 October 2024).</i>

387/24 Town and Country Planning Act 1990 Appeal under section 78. Noted.

Table 8 Appeals to the Secretary of State.

Ref	Planning application number	Address and proposal
i	P24/V0571/FUL APP/V3120/W/2 4/3354972	16 Cumnor Hill, Cumnor, Oxford OX2 9HA <i>Demolition of existing dwellinghouse. Erection of 2 no. detached dwellinghouses with associated works including landscaping. (As amplified by additional information received 19 March 2024 and amended plans and additional information received 2 May 2024 and as amended by plans received 22 July 2024 and amplified by Daylight and Sunlight Analysis received 5 September 2024).</i> Appeal against VWHDC decision to refuse the application. Council agreed to send additional information.

389/24 Update on other current matters. None.

- i. Withdrawn planning application. Noted.

Table 9 List of withdrawn planning application..

Ref	Planning application number	Address and proposal
1	P24/V2173/PDS	16 Meadow Close, Farmoor, Oxford OX2 9NZ <i>Raise external walls and roof 1.4m over principal element of dwelling including 2 x dormer windows to front (principal) elevation and 2 x rooflights on rear elevation.</i>

390/24 Proposed Industrial installation (Solar Power Station) for the production of electricity on Green Belt land.

i. Proposed 'Botley West' solar power station.

- a. Council received the notes from the meeting on Thursday 14 November 2024 with Stuart Walker, Major Applications Team Leader, VWHDC. Next scheduled meeting Tuesdays 3 December 2024 and 7 January 2025.
- b. Council noted that Councillors Chris Westcott and Oliver Wright met with Parish Councillors from other parishes likely to be impacted by Botley West on 6 November 2024 to discuss 'community benefit' and collaboration.
- c. Council noted the report of the meeting of Parish Council at WODC on 12 November 2024.
- d. Botley West Solar Farm Community Benefits meeting held on 25 November 2024 update. The Group agreed to set up a Steering Group made up of 7 members, Cassington, Baldon, Wootton, Cumnor, Begbroke and Hanborough
- e. Council agreed that Oliver Wright as lead member and Chris Westcott as alternate member would attend as members to represent Council at the Botley West Community Benefit Parish Council Steering Group.
- f. Council noted that the Botley West planning application was lodged with the Planning Inspectorate on 25 November 2024. Details can be found [here](#).
- g. Council noted that [Council response to the adequacy of consultation](#) had been sent to VWHDC for incorporation in their response to the Planning Inspectorate.

391/24 National Grid's Farmoor Substation.

- a. Council noted that National Grid's letter (received by some Councillors on 4 November 2024) has been posted on Council's website [here](#)
- b. Council noted Council's reply to National Grid on 4 November 2024 inviting them to attend Council remains unanswered as of 25 November 2024.
- c. Council noted that Council wrote to Layla Moran MP on 7 November 2024 asking her to meet with National Grid and to ask a series of questions provided by Council. National Grid

undertook to write to the Council with answers. Council's questions are on our website [here](#).

- d. Council noted that National Grid's 4 November 2024 letter states there are 'three customers with signed agreements' for the proposed substation. Examination of NESO's publicly available [transmission entry capacity register](#) shows the three customers are:
- Botley West - Solar Power Station, 840MW output 'available' from 30/10/2026
 - Botley GEC (Ethos Green), BOTLEY GREEN ENERGY CENTRE LTD, 800MW of Batteries (BESS) with output available from 31/10/2033. (NB this would require c 600 - 700 shipping containers with a footprint of c 12 hectares – or 24 football pitches - surrounded by a 3m fence co-located with the National Grid substation)
 - Buckland Marsh Solar Park, Arise Renewable Energy UK Limited, 280MW with the output is available from 31 October 2033.

CONFIDENTIAL INFORMATION

Exclusion of Press and Public

To move the following resolution, in view of the confidential nature of the business to be transacted it is in the public interest that the public and press be excluded from the remainder of the meeting, and they are requested to withdraw.

392/24 Confidential Matters.

None.

ITEMS FOR NEXT AGENDA.

393/24 Items for next month's agenda. None.

DATES OF FUTURE MEETINGS

394/24 Next meeting.

Further meetings will take place in **2025** on Mondays:, 6 January, 3 February, 3 March and 7 April
The Annual Parish Meeting will take place on **Tuesday 6 May 2025 venue to be confirmed.**

The meeting closed at 9.15pm.

Signed..... Date.....2025.