

**CUMNOR PARISH COUNCIL**  
**Minutes of the Cumnor Parish Council**  
**on Monday 1 July 2024 at 7.30pm**  
**held in Fogwell Road Pavilion, Fogwell Road, Dean Court.**

**In attendance.**

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

**County Councillors.** Judy Roberts.

**District Councillors.** Scott Houghton and Judy Roberts.

**Visitors.** None.

Laurence Waters, Vice-Chairman acted as Chair for the meeting.

**192/24 Apologies for Absence. None.**

**193/24 Declaration of Interests. None.**

**194/24 Variance of Order of Business. None.**

**195/24 Minutes of the Meeting of the Parish Council.**

Council resolved to adopt the minutes of the meeting held on Monday 3 June 2024.

**196/24 Minutes of the Extraordinary Meeting.**

Council resolved to adopt the minutes of the meeting held on Monday 17 June 2024.

**197/24 Matters Arising from the Minutes. None.**

**198/24 Clerk's Newsletter and Addendum. Received**

- i. Council resolved to approve the expenditure for Falcon Signs to supply signage for The Glebe play park totalling £364.71 inc VAT,
- ii. Payment of Accounts. Approved as per minute 199/24.

**199/24 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 (£) |
|------------------------------------|--------------------|---------------------------------------|-----------|
| 3a LGA1972 s111                    | OALC               | Reduction in cost of training session | 36.00     |
| 6 Local Auth Cemeteries Order 1977 | W Ellis            | Interment of ashes                    | 135.00    |

Table 2 List of receipts.

| Statutory Power                                | Payments now due:             | Description                                       | Total (£) |
|------------------------------------------------|-------------------------------|---------------------------------------------------|-----------|
| 37 LGA1972 s111                                | Critchleys                    | End of year procedure and Sage Business Cloud fee | 655.25    |
| 38,SO LGA 1972 s112 Contract/Pensions Act 2014 | Staff costs                   |                                                   | 3,130.63  |
| 39 LGA1972 s143                                | CPRE                          | Membership                                        | 60.00     |
| DD Telecom Act 1984 s97                        | BT                            | Office phone and broadband                        | 191.63    |
| 40 LGA 1972 s142                               | Greenbarnes                   | Noticeboard – Oxford Road, Farmoor                | 1,212.92  |
| 41a LG (Misc Prov) Act 1976 S19                | Falcon Signs                  | Signage for Glebe play park                       | 364.71    |
| 41b LG (Misc Prov) Act 1976 S19                | Falcon Signs                  | Signage for Glebe play park                       |           |
| 42 LG (Misc Prov) Act 1976 S19                 | As New Home & Office Cleaning | May pavilion clean                                | 96.00     |
| 43a Contract/Pensions Act 2014                 | Inland Revenue                | April TAX & NI                                    | 2,434.17  |
| 43b Contract/Pensions Act 2014                 | Inland Revenue                | May TAX & NI                                      |           |
| 43c Contract/Pensions Act 2014                 | Inland Revenue                | June TAX & NI                                     |           |
| 44 LG (misc prov) Act 1953 s4                  | The Bin Cleaner               | Quarterly clean of 17 bus shelters                | 680.00    |
| 45a Highways Act 1980                          | Ady Podbery Grounds           | Grass cutting burial ground, play                 | 2,265.60  |

|                                                         |                             |                                                                                                       |        |
|---------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------|--------|
| LG (Misc Prov) Act 1976<br>S19 Open Spaces Act<br>1906  | Care                        | parks and Leys Rd verge, litter picking<br>and raking sand at play parks                              |        |
| 45b LG (Misc Prov) Act<br>1976 S19                      | Ady Podbery Grounds<br>Care | Grass cutting and litter picking at play<br>parks                                                     |        |
| 45c Highways Act 1980<br>LG (Misc Prov) Act 1976<br>S19 | Ady Podbery Grounds<br>Care | Grass cutting and litter picking and<br>raking shingle at play parks, grass<br>cutting Farmoor verge. |        |
| 46 Public Health Act<br>1875                            | Total Pest Control          | Quarterly mole control – Fogwell Field                                                                | 120.77 |
| 47 LGA 1972 s111                                        | The Net Result              | Payroll April – June                                                                                  | 88.50  |

Notes.

- i. After all payments/receipts are accounted for the Unity Bank account will be in credit at £44,913.85.
- ii. After all payments/receipts are accounted for the Santander Community Account will be in credit at £75,656.09.
- iii. The Council has the following debtor for 2024/25: HMRC (Reclaimable VAT) £2,181.50.
- iv. As of 17 June 2024 the Santander Corporate Notice account held a credit balance of £79,097.37.

**200/24 Public Presentation. None.**

## REPORTS

### 201/24 Report from County Councillor(s).

DC Roberts submitted a written report.

#### General OCC.

We have a new Chair of the County Council, Alison Rooke from Abingdon. She came to open the Pinnock's Way Playpark when she was chair of the Vale District council.

There is a Water Safety campaign launched on 26 June 2024 by Oxfordshire Fire and Rescue crews to inform people how to survive if they jump into water that is much colder than they thought. Float for 10 secs before trying to move as it is panicking to swim that saps energy and may make it fatal. This campaign is especially targeted at children who jump into rivers and lakes in the hot weather.

#### Traffic and Highway.

There is a section on OCC's website that should cover the Botley Bridge Road closure:

The work is now being carried out 24/7 and the bridge will not reopen until November 2024.

The new bridge is still targeted to be put in place during the rail closure at the end of July 2024.

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

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 2025 with intelligent traffic lights and a one lane closure over Osney Bridge for the whole year.

#### Library.

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

#### Consultations.

Let's Talk Oxfordshire.gov.uk website:

Cowley Branch train line - drop in event on the 10 July 2024.

Oxfordshire SEND parent carer survey – closes 12 July 2024.

Making Mental Health Care better in Oxfordshire – closes 15 July 2024.

Budget Simulator 2025/26 - closes on the 19 July 2024.

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>

## **202/24 Report from District Councillor(s).**

### Climate Action Fund.

The Climate Action Fund application window closed on 28 June 2024; decisions are expected within 10 weeks. Further information can be found at the link below.

### [Climate Action Fund 2024/2025 VWHDC](#)

### Rural England Prosperity Fund.

The Rural England Prosperity Fund application window will close at midday on 1 July 2024.

Decisions are expected in August.

REPF offers up to £75,000 of capital funding for projects that help to improve productivity and strengthen the rural economy and rural communities. Funding categories are:

- Capital grants for small scale investment in micro and small enterprises in rural areas
- Capital grants for growing the local social economy and supporting innovation
- Capital grants for investment in capacity building and infrastructure support for local civil society and community groups

If there is any remaining budget following this current round of grants, then a further round will open for applications in September and close in October. Further information can be found at the link below.

### [Rural England Prosperity Fund - VWHDC](#)

## **203/24 Report from Representatives on Outside Bodies. None.**

## **TRAINING**

### **204/24 OALC Training Programmes.**

Tom Christophers would attend the virtual OALC Councillor Forum on Tuesday 9 July 2024 at 2.30pm.

## **COUNCIL**

### **205/24 Appointments to committees.**

Council resolved to approve the following appointments.

- i. Cumnor Fit for the Future – Dona Foster
- ii. Environment and Amenities Committee – Dona Foster and Gary Mason
- iii. Planning Committee – Dona Foster.

## **FINANCE**

### **206/24 Financial Regulations.**

Council resolved to approve the amended Financial Regulations.

### **207/24 Effectiveness of Internal Audit 2024/2025.**

Council reviewed and resolved to approve the Effectiveness of Internal Audit 2024/2025

### **208/24 Standing Orders.**

Council resolved to approve the amended Standing Orders.

### **209/24 Expenditure.**

Council resolved to approve expenditure not exceeding £350 for MRH Services to install a noticeboard at Oxford Road, Farmoor.

### **210/24 Quarter Financials.**

- i. Paula Lopez verified the quarter 4 bank reconciliations as of 24 June 2024.
- ii. Council noted the quarterly accounts (budget and prior year reports) as of 24 June 2024.

## **ENVIRONMENT AND AMENITIES**

### **211/24 Ad-hoc grass cutting of verges in the parish. None.**

### **212/24 Tree Survey.**

Nicholsons carried out a biannual tree survey in March 2024. No trees were given a risk rating of unacceptable. The Clerk would obtain a quote for any works highlighted that were classified as tolerable or broadly acceptable and would contact the owners of trees that border council land that require any works.

### **213/24 Update on other current matters.**

- i. OCC Fixmystreet have decided to close down reports relating to drainage matters during winter months as after investigating data it was found that many reports/issues were

caused by heavy rainwater. If reports were not due to heavy rainwater a report can be raised with a detailed report and photos if possible.

- ii. Council resolved to approve moving the venue of the scheduled Tuesday 23 July 2024 Environment and Amenities Committee meeting to Closes Pavilion, Appleton Road, Cumnor.

## PLANNING

### 214/24 Draft minutes of the Planning Committee meeting held on Monday 17 June 2024.

Received.

### 215/24 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/V0993/HH                | 82 Eynsham Road, Dean Court, Oxford OX2 9BX<br><i>Removal of existing rear conservatory, erection of proposed single storey rear extension, insertion of dormer and sun pipe on main roof, insertion of ground floor window on west elevation.</i><br><b>Support.</b> |
| ii  | P24/V1295/HH                | 4 Church Close, Farmoor, Oxford OX2 9NP<br><i>Proposed new flat roof extension to front elevation.</i><br><b>Support.</b>                                                                                                                                             |

### 216/24 Permitted planning application(s). Noted.

Table 4 List of permitted planning application(s).

| Ref | Planning application number | Address and proposal                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i   | P24/V0262/FUL               | 20 Pinnocks Way, Dean Court, Oxford OX2 9DG<br><i>Proposed two storey side extension, Change of use of the property from a dwellinghouse (class C3) to a 7 bedroom HMO (use class Sui Generis) and provision of bin and bike storage, parking. (As amended by plans received 19 April 2024, reducing bedrooms from 8 to 7, amended extension, amended red line plan to include access and dropped kerb, amended parking layout, amended ownership certificate) (Amended site plan and swept path plan received 6 June 2024)</i> |
| ii  | P24/V0762/HH                | 1 Hurst Lane, Cumnor, Oxford OX2 9PR<br><i>Part width one and a half storey front gable ended extension, and a part width single storey flat roof rear extension. Installation of two pitched roof front dormer windows, alterations to rear dormer and new external materials (description clarified 19 June 2023).</i>                                                                                                                                                                                                        |

### 217/24 Update on other current matters. None.

### 218/24 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 with Stuart Walker, Major Applications Team Leader, VWHDC on Tuesday 11 June 2024. Noted. Next meeting Tuesday 9 July 2024.
  - b. Council noted that Solar 5 Ltd/PVDP Partners launched a 'targeted consultation' on Friday 14 June 2024, that runs until Sunday 28 July 2024, available at [https://botleywest.co.uk/targeted\\_consultation.html](https://botleywest.co.uk/targeted_consultation.html)
  - c. Council noted the Plan Receiver's initial assessment of the consultation proposals and discussed the issues raised. Council agreed to respond to the consultation at the Planning Committee on Monday 22 July 2024 meeting for submission before 28 July 2024.
  - d. Council approved that Chris Westcott would attend the Parish Council briefing Tuesday 9 July 2024 5.50pm – 7.30pm in the Council Chamber, Woodgreen, Witney which would focus on the potential for community benefits arising from the development.

- e. Council agreed that Chris Westcott would update residents via the email distribution list of the consultation.
- ii. **Land West of Red House Farm, Farmoor.**
  - a. Council noted that as of 24 June 2024, VWHDC's website still stated that the 'target decision date' for this application was 31 July 2024 but that no new updates/amendments from the developer had yet been published.
  - b. Council noted that if the developer did submit amended plans then Council would need to submit a response asap and likely before the Council Planning Committee meeting scheduled for Monday 22 July 2024, given the stated 31 July 2024 target date.
  - c. Council noted that the VWHDC Planning Committee is scheduled to meet on 24 July 2024, and that the Clerk is on holiday between 9 July 2024 to 16 July 2024.
  - d. Council noted that VWHDC continues (as for the last two months) to post new copies of the photocopied 'flyer' supporting the application on the application's webpage, and that Council raised this with Stuart Walker at its meeting with him on 11 June 2024 including that at least one response that claims to be from an address that doesn't exist.
  - e. Council agreed that Chris Westcott would update residents via the email distribution.

## **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.**

**219/24 Confidential Matters. None.**

## **ITEMS FOR NEXT AGENDA.**

**220/24 Items for next month's agenda.**

Refreshing the Neighbourhood Plan.

## **DATES OF FUTURE MEETINGS**

**221/24 Next meeting.**

Further meetings will take place in **2024** on Mondays: 5 August, 2 September, 7 October, 4 November and 2 December and in **2025**, 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 8.15pm.

Signed..... Date.....2024.