

CUMNOR PARISH COUNCIL
Minutes of the Cumnor Parish Council
on Monday 4 November 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, Alison Jenner, Gary Mason, Ray Stone, Chris Westcott, Oliver Wright and Tina Brock, Clerk.

County Councillors. None.

District Councillors. Scott Houghton.

Visitor. One.

320/24 Apologies for Absence.

Dona Foster, (prior commitment), Paula Lopez (prior commitment), Judy Roberts (prior commitment) and CC Juliette Ash (work commitment). These apologies were approved.

321/24 Declaration of Interests. None.

322/24 Variance of Order of Business.

Council agreed to bring forward of the agenda item 14 Proposed industrial installation (Solar Power Station) for the production of electricity on Green Belt land.

323/24 Minutes of the Meeting of the Parish Council.

Council resolved to adopt the minutes of the meeting held on Monday 7 October 2024.

324/24 Matters Arising from the Minutes. None.

325/24 Clerk's Newsletter and Addendum. Received

- i. Payment of Accounts. Approved as per minute 325/24.

326/24 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 (£)
12 Local Auth Cemeteries Order 1977	Edward Carter	Burial	338.00
13 CIL	VWHDC	CIL receipt	7,050.78
14 Local Auth Cemeteries Order 1977	Banbury Memorials	Additional inscription to existing monument	18.00
15 Local Auth Cemeteries Order 1977	Jeremy Vincent	Paid in error	34.00

Table 2 List of receipts.

Statutory Power	Payments now due:	Description	Total (£)
78, SO LGA 1972 s112 Contract/Pensions Act 2014	Staff costs		3,130.63
BACS LGA 1972 s111	Unity Bank	Bank charges	18.00
79 LGA 1972 s137	Royal British Legion Poppy Appeal	Grant	100.00
80 LG (Misc Prov) Act 1976 S19	As New Home & Office Cleaning	Sept clean of pavilion	96.00
DD Telecom Act 1984 s97	BT	Phone and broadband	240.44
81 LG (Misc Prov) Act 1976 S19	MRH Services	Visual inspection of play parks. Replace new swivels on swings	219.75
82 LG (misc prov) Act 1953 s4 LG (Misc Prov) Act 1976 S19	Alfresco Exterior Cleaning	Remove graffiti from bus shelters and play park equipment	752.40
83 Public Health Act 1936	Smirthwaite	Change electrics of changing rooms wc bed	877.20
84 Local Auth Cemeteries Order 1977	Jeremy Vincent	Paid in error	34.00
85 LGA 1972 s111	Dean Court Community Centre	Room hire for public event	36.00

86a Public Health Act 1875	Total Pest Control	Quarterly mole control – Closes field	209.38
86b Public Health Act 1875	Total Pest Control	Quarterly mole control – Mayfield Road field	
87a LG (Misc Prov) Act 1976 S19 Highways Act 1980	Ady Podbery Grounds Care	Grass cutting, litter picking, raking pea shingle @ play parks and grass cutting verge	1,416.00
87b LG (Misc Prov) Act 1976 S19	Ady Podbery Grounds Care	Grass cutting, litter picking @ play parks	
87c Highways Act 1980 LG (Misc Prov) Act 1976 S19 Open Spaces Act 1906	Ady Podbery Grounds Care	Grass cutting burial Ground & War Memorial, play park and verge, litter picking & raking sand.	

Notes.

- i. After all payments/receipts are accounted for the Unity Bank account will be in credit at £65,400.74.
- ii. After all payments/receipts are accounted for the Santander Community Account will be in credit at £74,639.07.
- iii. The Council has the following debtor for 2024/25: HMRC (Reclaimable VAT) £5,278.61.
- iv. As of 17 October 2024 the Corporate Notice account held a credit balance of £80,464.66.

327/24 Public Presentation. None.

PLANNING

328/24 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 Tuesday 15 October 2024 with Stuart Walker, Major Applications Team Leader, VWDC. *(Clerk's note: Next scheduled meeting on Tuesday 12 November 2024 would be rescheduled to Thursday 14 November 2024 at 11.30am.)*
- b. Council received the notes from the meeting on Thursday 24 October 2024 held at Blenheim Palace Heritage Foundation with PVDP and various parish councils.
- c. Council discussed the potential risks and benefits of community benefits funds: how much it could be, who would hold the funds, how would the funds be apportioned, how to guarantee that the agreement would be honoured if the developer sells the project on etc. Council would continue to attend meetings and report back.
- d. Council agreed that Oliver Wright would attend the next Botley West Parish Councils and District Officers meeting on Tuesday 12 November 2024 1pm to 3pm at WODC.
- e. Chris Westcott and Oliver Wright would attend a meeting with representatives of parish councils affected by the proposal on Wednesday 6 November 2024.
- f. Council noted that the submission of a full planning application for Botley West to the Planning Inspectorate (PINS) is expected on 1 November 2024. *Now expected 8 November 2024.*
- g. National Grid have informed Council that it is developing early proposals for a new substation near Farmoor, Oxfordshire and has requested a private meeting. Council has informed them of the dates of the next Planning Committee and full Council meetings

Visitor left the meeting.

REPORTS

329/24 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 has invited them to the Houses of Parliament in November.

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.

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. 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 2025 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. The finish date for the road closure is still March 2025 and the end of the project November 2025.

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:

Healthier Foods – a survey about access to affordable healthy food. Closes 21 November 2024.

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

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

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.

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>

330/24 Report from District Councillor(s).

DC Scott Houghton submitted a written report.

108 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/V0007/FUL at 108 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 <https://acp.planninginspectorate.gov.uk> All representations must be received by 2nd December 2024.

Harcourt Hill Pool Petition.

At the meeting of the Council on 23rd October, a petition was presented by Botley and North Hinksey Parish Council bearing 1473 signatures at time of receipt (the number has since increased) asking the council to work to find both a short and long term solution to the problems caused by the closure of the pool. The council agreed to refer the matter to cabinet to work towards a solution.

Revised Complaints Procedure.

The way the council deals with complaints is changing. As part of our commitment to providing excellent services and learning from complaints, it is important for us to look inwardly at how we deal with issues when things don't quite go to plan. Our changes also follow new national guidance from the Local Government and Social Care Ombudsman and the Housing Ombudsman, that are reflected in our refreshed Complaints Policy and Procedure.

The biggest changes we've made to our complaint process are:

- We have clarified the definition of what counts as a complaint.
- The timescales for responding to complaints are different.
- For Stage 1 complaints, we will make a reply within 10 working days of acknowledgement

- For Stage 2 complaints, we will make a reply within 20 working days of acknowledgement
- The number of stages a complaint goes through is capped at 2
- The council will respond to all stage 1 and stage 2 complaints rather than our contractors
- We will put more emphasis on learning from complaints and recording evidence of what steps we've taken to address issues raised.

Full details of the complaints process can be found at the link below.

[Complaints - Vale of White Horse District Council](#)

Council Tax on Empty Properties.

Vale of White Horse district council have launched a public survey on proposals to reduce the minimum timeframe to charge a council tax premium on long-term empty properties. Currently, the council allows a maximum duration of up to two years for a domestic property to remain unoccupied and substantially unfurnished before an additional, long-term empty council tax 'premium' charge is incurred on top of the normal charge. Recent changes in council tax legislation now allow councils to reduce this minimum time frame from two years to one year. If this change is adopted, a new policy on long-term empty properties would come into effect from 1 April 2026 to allow sufficient time for empty property owners to plan or adjust their plans accordingly. The survey can be found at the link below and is open until 11:59 pm on Tuesday 26 November 2024..

[Proposed changes to the additional Council Tax charge for long-term empty properties - Vale of White Horse District Council - Join the conversation - South Oxfordshire & Vale of White Horse - Citizen Space](#)

331/24 Report from Representatives on Outside Bodies. None.

TRAINING/EVENTS

332/24 OALC Training Programmes.

Laurence Waters would attend the online OALC Councillor Forum on Tuesday 12 November 2024 at 2.30pm.

COUNCIL

333/24 Oxfordshire Councils Charter.

Council resolved to sign up to the Oxfordshire Councils Charter. This charter has been developed by a cross-council working group in collaboration with Oxfordshire Association of Local Councils (OALC), to set out a framework for better partnership working in Oxfordshire. The contents of the charter have been shaped by feedback from town and parish councils across the county through a number of consultation and engagement activities.

The intention for the charter is that it is a voluntary framework that will help shape how Oxfordshire councils can work together in partnership to support better service delivery and outcomes, and to work together to ensure thriving local democracy across the county. This charter is not designed to replace or override existing frameworks, such as codes of conduct or councils' individual ways of working, but to enhance them, with a particular focus on cross-council working and recognising the role of local councils in supporting a thriving local democracy.

334/24 Investment Strategy.

Council resolved to approve the strategy.

335/24 Sexual and General Harassment Policy and Procedure.

Council resolved to approve the policy and procedure.

336/24 Council's Strategic Plan.

Council noted the venue and dates for the scheduled public events.

Farmoor Village Hall Thursday 14 November 2024 1.30pm to 3.30pm

Dean Court Community Centre Saturday 16 November 2024 1.30pm to 3.30pm

Old School, Cumnor Tuesday 19 November 2024 7.30pm to 9.30pm

FINANCE

337/24 NALC's 2024/2025 Local Government services pay agreement.

Council noted the pay agreement to be back dated to 1 April 2024.

338/24 CIL.

Council resolved to approve expenditure from the CIL budget of approved expenditure for heating

at Closes Pavilion of £9,639.36(minute 299/24 ii).

339/24 Grants.

Council resolved to approve the following grant.

- i. Oxfordshire South and Vale Citizens Advice (LGA 1972 s142) of £500.00
- ii. Cumnor Pre-school (s137) £500 boundary repairs of £500.

340/24 Expenditure.

Council resolved to approve the following expenditure.

- i. Not exceeding £500 to purchase a commemorative bench at Meadow Close play park, Farmoor.
- ii. Quotes for tree work at various play parks following recent tree survey and site visit with clerk.
 - a. Wood Dragon Tree Surgery £1,500 + VAT.
 - b. Ady Podbery Grounds Care £2,675 + VAT.
- iii. Quote from ONH Planning For Good of £19,950 + VAT (Locality grants would be applied for).
- iv. Quote from Astor Bannerman to supply and fit a hoist at the Changing Rooms facility, Old Forge, Cumnor of £2,139.00 + VAT.
- v. To purchase a VAS (30mph) to be located at mini roundabout, Farmoor going towards the toll bridge £800 + VAT and a SID (20mph) at the bottom of Tumbledown of £1,100 + VAT each. (Priority funding to be requested from the County Councillor).

341/24 Estimates 2025/2026.

- i. Council resolved to approve the estimates 2025/2026. Estimated expenditure £106,694 and estimated income £106,700.
- ii. Council resolved to set the precept at £100,000.

ENVIRONMENT AND AMENITIES

342/24 Draft minutes of the Cumnor fit for the Future Steering Group meeting held on Wednesday 9 October 2024.

Received.

343/24 Draft minutes of the Environment and Amenities Committee meeting held on Tuesday 22 October 2024.

Received.

344/24 Ad-hoc grass cutting of verges in the parish. None.

345/24 Update on other current matters.

PLANNING

346/24 Draft minutes of the Planning Committee meeting held on Monday 21 October 2024.

Received.

347/24 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/V2225/HH	22 The Park, Cumnor, Oxford OX2 9QS <i>Proposed two storey side extension, including over the existing garage. Partial garage conversion.</i> Supports.
ii	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 roof lights on rear elevation.</i> Supports.
iii	P24/V2164/HH amended details	13 Stubble Close, Dean Court, Oxford OX29BT <i>Single storey rear extension (as amended by plans submitted on 15/10/2024 to widen proposed extension).</i> Supports.

Ref	Planning application number	Address and proposal
iv	P24/V2269/HH	4 The Park, Cumnor, Oxford OX2 9QS <i>Erection of single storey rear extension, two storey extension, garage conversion and associated alterations.</i> Response. Council recommends this application for approval subject to: VWHDC Planning Officer satisfying themselves of car park provision and bin/bike store provision to requirements in NPPF/VWHDC Local Plan as required, while maintaining unobstructed access to the front door.

348/24 Withdrawn planning application(s). Noted.

Table 4 List of withdrawn planning application(s).

Ref	Planning application number	Address and proposal
i	P24/V1445/HH	Rockley Farm House, 16 Appleton Road, Cumnor, Oxford OX2 9QH Demolition of 20th century single and two storey extension to northern elevation and replacement with new two storey and single storey extension. Removal and replacement of south elevation part glazed link passageway. Conservation repairs including stripping and overhaul of whole roof, adding six conservation roof lights. Repair and upgrading of window frames and removal of existing cement render to the external walls for lime render. Conservation repairs to original internal building features. Replacement of damp solid ground floors for limecrete floors reinstating stone floor slabs etc. Construction of new dry stone northern garden boundary wall and hedging on land within applicants land holding against public footpath which passes through their grounds. (Ecological Impact assessment received 21st August 2024) (Amended site plan and Tree reports received 10th October 2024)
ii	P24/V0541/FUL	Field opposite White Hill Farm, Besselsleigh, Oxford <i>Change of Use of a grass agricultural field to Secure Field for dog walking. (Amended plans and information received 29 May 2024_ amended red line to include passing place, amended parking, additional drainage, ecology and highway information) Additional Information received 17 June 2024</i>

349/24 Permitted planning applications. Noted.

Table 5 List of permitted planning applications.

Ref	Planning application number	Address and proposal
i	P24/V1764/HH	169 Pinnocks Way, Dean Court, Oxford OX2 9DF <i>Proposed single storey side extension.</i>
ii	P24/V1820/S73	60 High Street, Cumnor, Oxford OX2 9QD <i>Variation of condition 2 (Approved plans) on application P24/V1022/HH - to make minor alterations to roof light positions, infill a rear window and widen the side bay to the new extension. (First-floor front gable extension, and garage conversion. Two storey rear extension. Replacement windows)</i>

350/24 To note refused planning application(s). Noted.

Table 6 List of refused planning application(s).

Ref	Planning application number	Address and proposal
i	P24/V1763/S19	Bradley Farmhouse, Cumnor, Oxford OX2 9QU <i>Variation of condition 2 (approved plans) on application P22/V1333/LB.</i>

351/24 To note refused planning application(s).

Table 7 List of refused planning application(s).

Ref	Planning application number	Address and proposal
i	P24/V0330/LDE	51A Chawley Lane, Cumnor, Oxford <i>Certificate of Lawfulness of Existing Use of a static home as a permanent structure, and that the land indicated on the Location Plan was enclosed over 10 years ago to be used as garden land for domestic purposes (additional information provided on the 21 May 2024).</i>

352/24 Update on other current matters. None.

- i. Certificate of Lawful Development for existing use or development application. Noted.

Table 8 List of Certificate of Lawful Development for existing use or development application..

Ref	Planning application number	Address and proposal
1	P24/V2297/LDE	Eynsham Lock, Swinford, Witney, Oxon OX29 4BY <i>Continued use of the island as a camping site for tents. Continued use of the toilet, shower, drinking water and refuse facilities on the south bank, associated with camping on the island.</i>

- ii. Town and Country Planning Act 1990 Appeal under section 78. Noted.

Table 9 Appeals to the Secretary of State.

Ref	Planning application number	Address and proposal
1	P24/V007/FUL Appeal ref APP/V3120/W/2 4/3352920	108 Cumnor Hill, Cumnor, Oxford OX29HY <i>Proposed new C3 Dwelling house within curtilage of dwelling 108 Cumnor Hill including engineering works to the embankment. (As amplified by additional information received 19 March 2024.)</i> Appeal against VWHDC decision to refuse planning.

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.

353/24 Personnel Sub-committee.

Minute written by the Chair

- i. Staff appraisal. Council warmly praised the clerk.
- ii. Council resolved to approve the Personnel Sub-committees recommendation to increase the Clerks pay scale from SCP31 to SCP32.

ITEMS FOR NEXT AGENDA.

354/24 Items for next month's agenda. None.

DATES OF FUTURE MEETINGS

355/24 Next meeting.

Further meetings will take place in **2024** on Mondays: 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 9.05pm.

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