

Baldons Parish Council

Minutes of the Parish Council Meeting

held on Monday 11th November 2024 at 7.30pm in the Village Hall

Present:	Cllr Dawn McGiveron (Chair DMcG), Cllr Andy Speight (Vice Chair AS), Cllr Phil Price (PP), Cllr Sally-Anne Williams (SW), County Cllr Robin Bennett (RB), District Cllr Sam Casey-Rerhaye (SCR), Catherine Morgan (Clerk)
Members of the public	There were six members of the public in attendance

Ref	Item	Notes	Action
064/24	Introduction by the Chairman	The Chair welcomed everyone to the meeting.	
065/24	Apologies for absence	Apologies were received from Cllr White.	
066/24	Declarations of Interests	DMcG highlighted that planning application P24/S2856/FUL at Court House Farm, Toot Baldon, was located opposite her own property and that she had already responded as a private resident, thus she did not participate in the discussion on this during the meeting.	
067/24	To discuss and adopt new Councillor Vacancy Procedure	No comments.	Proposed AS, 2nd SW Procedure adopted
068/24	To co-opt applicant for the role of Councillor	<p>Three candidates (John Clark (JC), Simon Gray (SG) and Stephanie Hess (SH)) stood for the one vacancy on the Parish Council. Each gave a short statement in support of their candidacy. A vote was then conducted by show of hands and the results were as follows:</p> <p>JC - 2 votes (AS and DMcG) SG - 1 vote (PP) SH - 1 vote (SW)</p> <p>As no-one had received a clear majority, namely more votes than the other candidates combined, the Chair used her casting vote and John Clark was duly elected to the Council.</p>	
069/24	To accept the declaration of acceptance of office from new Councillor	Document signed by JC and the Clerk.	
070/24	Minutes of the Previous Meetings	The minutes of the meeting held on 9 th September 2024 were approved as an accurate record.	Propose SW, 2nd AS

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071/24	Matters Arising	DMcG raised the subject of the permitted development planning application P24/S3206/PDS at Cornerways, Toot Baldon. The PC was reviewing the application due to the height of the building and the green belt village setting, in addition to the proximity to several listed buildings. Concerns had also been raised with the PC from immediate neighbours. As it was a permitted development application, objections could not be made, but comments could still be submitted to the planning officer. DMcG would circulate a proposed response to the rest of the councillors for comments and submission.	Action: DMcG
072/24	Open Forum	MOP raised concerns about the potential height of the Cornerways application (P24/S3206/PDS) as well as the proposed roofline setting a precedent of 2 storeys when all the other buildings in the row are 1.5 storey.	
073/24	Village Matters	<p>i) Trees maintenance The PC were endeavouring to establish the status of and/or responsibility for a number of trees in the Parish, including those on Village land, The Queen's College land and, in some areas, where it was believed to be private land. Discussions were already taking place with The Queen's College and DMcG was arranging a meeting with them</p> <p>JC raised concerns about trees on Baldon Lane by Baldon House and the Christmas Tree Farm. PP would speak to the owners to raise these concerns as there have been problems with these trees in the past.</p>	<p>Action: DMcG to arrange meeting with Queen's</p> <p>Action: PP to speak to owners</p>
		<p>ii) Parking areas on the Green AS reported on ongoing discussions with the school regarding parking there. The existing parking tended to be filled by teachers making it difficult for parents dropping off. The school had obtained a quote from a contractor it is already using for other works, to accommodate 12 cars, which would accommodate all of the staff. The school had stressed it has no funds for this. The quote received was more than £10k + VAT. RB and SCR both had some grant funding available but with the closing date for applications at the end of November, it was deemed unrealistic to apply for these. However, there might be future tranches of funding available.</p> <p>It was highlighted that at least two more quotes should be sought for this work.</p> <p>There was some doubt as to whether increasing the parking might just encourage people to drive, who otherwise currently might be put off driving, so this might not solve the problem.</p> <p>RB asked whether the children are all local or coming from further afield. PP said a lot of them do come from further afield.</p> <p>JC said that in former years there used to be a walking bus with parking at the pub. The other councillors had previously suggested this to the school but it was not deemed viable.</p>	Action: JC to arrange meeting with school, seek further quotes and look at potential alternative funding

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		<p>SCR highlighted that in Culham the walking bus was organised by the parents & PTA. Also, there were criteria for her grant which might not have been met if a walking bus could be an option.</p> <p>JC volunteered to lead this project and speak further to the school to better understand the need and opportunity.</p>	
		<p>iii) Options for reinforcement of the green verge Potential options included posts, sandbags, gabions or sleepers.</p> <p>Corner by pub - AS previously acquired a quote for gabions, which was approx £2k. DMcG suggested trialling just putting a post on the corner here.</p> <p>Passing place - it was resolved to trial sleepers here - one sleeper high (laid on its side) and to assess whether a second sleeper might be required and potentially a hedge.</p> <p>AS and PP were to form and lead a working party to carry this out.</p>	<p>Action: AS & PP to form working party</p>
		<p>iv) Proposal for the trial removal of posts on south green track The PC had consulted some of the residents along the Track regarding this issue. There was mixed feedback with a slight preference to trial removing some of the posts. Amongst the councillors, JC was in favour of retaining the posts but the rest of the councillors preferred to trial the removal of approximately half (at the start of the Track by the pub).</p> <p>It was resolved to conduct a trial removal of half of the posts and to review this in May.</p>	<p>Action: AS to implement the removal of half of the posts.</p> <p>Action: Clerk to add review to May agenda.</p>
		<p>v) Cutting down of long grass on West side of Green and by pub It was resolved to accept the quote of £280 + VAT from Tactical Facilities Management (TFM) to carry out this work.</p>	<p>Action: Clerk to instruct TFM</p>
		<p>vi) Flooding issues AS reported to the PC on this. On the recommendation of Oxfordshire County Council, AS conducted a visit of the Parish with two local consultants to seek quotes for conducting a Flood Risk and Mitigation Report. The production of the report would cost approximately £3k. RB and SCR both said that grant funding might be available for this.</p> <p>AS would also be meeting with the South Oxfordshire District Council Flood Risk Engineer that week to seek further advice on this.</p> <p>AS highlighted that the PC had previously applied for OCC's flood funding but was unsuccessful. RB said the funding would likely come round again and that consulting with the Flood</p>	

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		<p>Risk Engineer would put the Parish in a stronger position for a new application.</p> <p>vii) Installation of bollards on Tinny Lane AS reported that this was ongoing. Quotes were being sought for this work.</p> <p>viii) Update on Neighbourhood Development Plan Review DMcG explained that the review was predominantly to close loopholes and tighten up the design guidelines in the NDP. A reminder would be sent out inviting residents to input on this. A number of constructive responses had already been received, including from two statutory consultees.</p>	<p>Action: DMcG to send out reminder with JC</p>																														
074/24	Report from OCC	County Councillor Robin Bennett's report can be read in full on The Baldons website, here: www.baldons.org.uk .																															
075/24	Report from SODC	<p>District Councillor Sam Casey-Rerhaye's report can be read in full on The Baldons website, here: www.baldons.org.uk.</p> <p>The report included a comment about EV charging parking spaces. This subject has not recently been discussed as a possibility for The Baldons so would be added to the next agenda for further exploration.</p> <p>DMcG raised the issue of another stretch of green belt being considered in the recent solar farm environmental scoping document, in addition to there having been a number of battery site development proposals recently submitted. SCR confirmed there were concerns about the cumulative impact of multiple developments.</p> <p>Nuneham Courtney had produced a brochure about the parish. It was particularly useful for sharing with planning officers to easily highlight the assets/history of the parish and to try to resist the cumulative impact of developments.</p>																															
076/24	RFO report	<p>a. To receive the current status of the accounts</p> <p>The current status of the accounts were accepted and approved.</p> <p>b. To approve the invoices since September meeting</p> <p>Payment Schedule for 11th November 2024</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Description</th> <th>Payee</th> <th>Amount (incl VAT) (£)</th> <th>VAT (£)</th> </tr> </thead> <tbody> <tr> <td>22/10/2024</td> <td>NDP Leaflets</td> <td>Thomas Leach Colour</td> <td>42.00</td> <td></td> </tr> <tr> <td>24/10/2024</td> <td>Dog bin emptying October</td> <td>Tactical Facilities Management</td> <td>128.88</td> <td>21.48</td> </tr> <tr> <td>24/10/2024</td> <td>Grass cutting October</td> <td>Tactical Facilities Management</td> <td>141.50</td> <td>23.58</td> </tr> <tr> <td>05/11/2024</td> <td>Clerk salary October</td> <td>C Morgan</td> <td>322.18</td> <td></td> </tr> <tr> <td colspan="3" style="text-align: right;">Total</td> <td>634.56</td> <td>45.06</td> </tr> </tbody> </table> <p>c. To consider and agree budget for 2025/2026</p> <p>It was suggested to include some flood alleviation work in the draft budget, in particular clearing the centre of the ditch once the banks had been cleared, as was planned. This could be drawn from CIL funds. It was resolved to finalise the budget alongside during the meeting in January, when the precept would also then be agreed.</p>	Date	Description	Payee	Amount (incl VAT) (£)	VAT (£)	22/10/2024	NDP Leaflets	Thomas Leach Colour	42.00		24/10/2024	Dog bin emptying October	Tactical Facilities Management	128.88	21.48	24/10/2024	Grass cutting October	Tactical Facilities Management	141.50	23.58	05/11/2024	Clerk salary October	C Morgan	322.18		Total			634.56	45.06	<p>Accounts approved: Proposed pp, 2nd DMcG</p> <p>Invoices approved</p>
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		<p>d. To consider and agree updated Financial Regulations in line with national changes It was resolved to accept the updated Financial Regulations with the following alterations:</p> <p>5.6 increase to £2,500 + VAT 5.8 change to “£250 and £2,500 excluding VAT” 5.14 change to read “Individual purchases within an agreed budget for that type of expenditure may be authorised by the Clerk, in consultation with the Chair or Vice Chair of the Council, for any items below £500 excluding VAT. Such authorisation must be supported by a minute (in the case of council or committee decisions) or other auditable evidence trail.”</p> <p>e. To receive results of Local Government Services Pay Agreement</p> <p>The Local Government Services Pay had been under negotiation and an agreement reached, modifying pay scales, effective 1st April 2024. The Clerk was on SCP 20 on the pay scale, so the change was an increase of 62p per hour.</p>	<p>Action: Clerk to make alterations and publish final document.</p>
077/24	Local Planning	<p>To consider and agree new planning applications:</p> <p>P24/S2964/S73: Application under Section 73 of the Town and Country Planning Act 1990 for the variation of condition 2 (plans controlling layout and appearance) of application P22/S1541/FUL as allowed by appeal ref APP/Q3115/W/22/3308675 (Application under Section 73 of the Town and Country Planning Act 1990 for the variation of condition 3 of application P20/S4360/FUL - to extend the time limiting restriction of the operational life of the proposed development from 35 to 40). 1st November 2024. Land to South West of Cowley Substation Nuneham Courtenay OX44 9PA</p> <p>P24/S2856/FUL: Demolition of two existing agricultural buildings and erection of four one-storey retirement dwellings with access, landscaping and associated infrastructure. (As clarified by Ecology Technical Note and biodiversity metric submitted 11 October 2024 and as amended by revised drawings 240502 L 003E, 004C, 005A, P21-1491_SK_03 rev B and JWL 102 02 Rev A and updated Drainage Strategy detailing alterations to the access road). 11th November 2024. Land at Court House Farm Court House Farm Toot Baldon OX44 9NG No objection - former no objection still stands, no action.</p> <p>P24/S3405/FUL: Proposed development of a Battery Storage Energy System (BESS) including ancillary works and access arrangements. 28th November 2024. Land adjacent to Cowley Substation off Blackberry Lane near Greater Leys OX44 9NG</p> <p>Concerns had been brought to the PC regarding the visual impact, the location on the intersection of two footpaths and that it’s on green belt, the likely noise pollution and the cumulative impact.</p>	<p>Action: DMcG to research this further and circulate a proposed comment on this.</p> <p>Action: DMcG to circulate a proposed response on this.</p>

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Ref	Item	Notes	Action
		<p>To receive decision notices:</p> <p>P23/S2544/FUL: Conversion of redundant barn to a single dwelling unit with a front projecting extension to create an entrance hall, with also a detached garage and store outbuilding. (as amended and clarified by revised drawing ref , revised materials, roof light details and structural report received 15 September 2023 and as further clarified by revised structural repair details and drawings 2127-02B and 2127-05B accompanying agent's email dated 5 June 2024). Court House Toot Baldon OX44 9NG (Planning refused)</p> <p>P23/S2545/LB: Conversion of redundant barn to a single dwelling unit with a front projecting extension to create an entrance hall. (As amended and clarified by revised materials, roof light details and structural report received 15 September 2023 and as amplified by additional information and drawings 2127-05B and 2127-08 received 5 June 2024). Court House Toot Baldon OX44 9NG (Planning approved).</p>	
078/24	Item for the next Agenda	- EV charging parking spaces	
079/24	Date of Next Meeting	Monday 13 th January at 7.30pm.	
080/24	Future dates	10 th March 14 th April - Annual Parish Meeting 12 th May - Annual Parish Council Meeting 14 th July 8 th September 10 th November	
	Meeting Closed	Meeting closed at 10pm	

Signed as a true record:

Date: