

LITTLEMORE PARISH COUNCIL

Minutes of the Ordinary Parish Meeting Tuesday 13th September, 2016

7pm at Edith Kempson House, Littlemore, OX4 4BQ

Clerk: Paul Isaacs, 11 Thame Road, Great Milton, Oxon., OX44 7HY

Attendees	Cllr. Lynda Comber (LC - Chair), Cllr. Dorian Hancock (DHan - Vice-Chair), Cllr. Sue Stewart (SS), Cllr. David Henwood (DHen-City), Cllr. Vijaaratne Karunaratne (VK), Cllr. Matthew Hutton (MH), Cllr. Kim Wicker (KW), Cllr. Macer Wicker (MW), Cllr. Tina Hill (TH - Finance), Paul Isaacs (Clerk), Judith Godsland (JG - Littlemore Local) and one member of the public.
Apologies	Cllr. John Tanner (JT - City & County), Cllr. Gill Sanders (GS - City & County), Cllr. Mashhuda Glencross (MG), Cllr. Maggie Willis (MagW), Cllr. Richard Wilkins (RW), Cllr. Michael Evans (ME), Cllr. SORCHA LANHAM (SL).

Ref	Item	Notes	Action
3020/16	Welcome	The Chair, Cllr. Lynda Comber, welcomed those in attendance.	LC
3021/16	Declarations of Interest	No declarations of interest were received.	For info.
3022/16	Minutes of last meeting	The minutes of the Littlemore Parish Council meeting held on July 12 th , 2016 were confirmed, approved and signed by the Chair. Cllr. Stewart raised the need to minute that LPC will write to Andrew Smith MP requesting his ongoing support of the need to protect the various archeological sites in Littlemore.	For info. Approved SS
3023/16	Matters Arising	The alley between Dudgeon Drive and Sandford Road has been cleared of overgrown vegetation by the groundsmen but some street lights are still out of action in Dudgeon Drive. The Clerk to chase. Social Media - there continue to be issues regarding the Littlemore PC facebook page. Cllr. Henwood reported that Martin Spackman is to step down as administrator which should give the PC more control. The Media sub-group met on 22/8/16 and will meet again on 4/10/16 to progress the new website.	For info. For info.
3024/16	Open Forum	It was proposed to take forward the idea of promoting 'Littlemore Community Champions'. This will be discussed in greater detail as an agenda item at the October meeting.	For info.
3025/16	Chair's Update	LC reported that she will be representing LPC at the launch of the Church Development project at St. Mary & St. Nicholas Church on Thursday 22 nd September.	LC For info.
3026/16	Adoption of Policies	The Clerk presented updated policies covering 'Standing Orders', 'Financial Regulations' and 'Code of Conduct'. These can only be adopted in principal until formal adoption at the May 2017 AGM. Adoption in principal of Standing Orders Proposed by Cllr. Hutton, seconded by Cllr. Hancock. Adoption in principal of Financial Regulations Proposed by Cllr. M. Wicker, seconded by Cllr. Stewart. Adoption in principal of Code of Conduct Proposed by Cllr. Hancock, seconded by Cllr. Stewart. All agreed unanimously. The above three policies are the most important for all parish councils to adopt to ensure good legislative and financial governance. The Clerk will now work on the drawing up of various other policies which will also be helpful to adopt at the May 2017 AGM. Such policies will include Transparency, Risk Assessments, Fixed Assets, Safeguarding, Equality & Diversity, Health & Safety, Recruitment, Freedom of Information Complaints procedures, records management and data protection.	Clerk For info. Adoption Adoption Adoption Decision For info.

3027/16	Transport Sub-committee	<p>The membership of the Transport sub-committee will be Cllrs. Wilkins, Lanham, K. Wicker and Hutton. The Chair, Vice-Chair, City & County councillors can also attend sub-committee meetings to give advice and guidance if they see fit. The new sub-committee will address a list of local road safety priorities that can be funded by CIL (Community Infrastructure Levy) money contributed by local housing development over the next few years.</p> <p>It was noted that occupants had to be cut from a car on 8/9/16 in Oxford Road at approx. 7pm. This is another example of the increasing safety issues along Oxford Road with poor visibility, chicanes and parked cars. Concerns continue regarding the parking restrictions in the Minchery Farm area which were postponed for a 6 month trial period by OCC.</p>	<p>For info. RW, SL, KW, MH</p> <p>For info.</p> <p>For info.</p>
3028/16	Amenities Update	<p>Littlemore Boys requested that their pitch fees be reduced this season as they are only running one team (U13's). The fee will be reduced from £400 to £250. Proposed by Cllr. Stewart, seconded by Cllr. Hancock. Agreed unanimously.</p> <p>Ken Barrett, the senior groundsman, has suffered a mild angina attack and is off work until a further assessment on 19/9/16.</p> <p>Cllr. Henwood reported that the Community Art project planning application has been deferred for consideration to October.</p>	<p>For info.</p> <p>Approved For info.</p> <p>DHen For info.</p>
3029/16	Planning Update	<p>Cllr. Stewart, Chair of Planning, reported on the applications considered since the July meeting (12/7/16) as follows:-</p> <p><u>Decisions Reached</u> 16/01101/FUL 84 Bodley Road OX4 3UA - Approved 16/01304/FUL 141 Herschel Crescent OX4 3TX - Refused 16/01359/FUL 93B Alice Smith Square OX4 4NQ - Approved 16/01360/FUL 1-2 Nuffield Industrial Estate, Ledgers Close - Approved 16/01367/FUL 10 Hardings Close OX4 4NT - Application withdrawn 16/01357/FUL Kassam Stadium (motor cycle testing centre) - Approved 16/01569/FUL 121 Herschel Crescent OX4 3TX - Approved 16/01708/FUL 2 Dudgeon Drive OX4 4QL - Approved 16/01618/FUL 8 Newman Road OX4 3UJ - Approved 16/02006/FUL Kassam Stadium (4th stand) - Approved</p> <p><u>Applications to be decided by East Area Planning Committee</u> 16/01424 Oxford Academy, Sandy Lane West (children's nursery) 16/01945/FUL Plot 12, Edmund Halley Road, Oxford Science Park 4-storey office building, access, pedestrian links, car parking for 203 cars, new landscaping scheme including bund. Comment submitted 3/9/16 welcoming the employment opportunities but querying the amount of car parking. Littlemore Art Project - to be considered in October.</p> <p><u>New applications</u> 16/02007/ADV Unit 8A, Ozone Leisure Park, Grenoble Road One internally illuminated wall sign Comment submitted 1/9/16 - no objection; Awaiting a decision. 16/02195/FUL 24 Bampton Close, OX4 6NN - 1x2 bedroom house Comment submitted 3/9/16 supporting the OCC Highways objection on grounds of insufficient information about parking provision. Awaiting a decision. 16/01785/OUT 23-25 Spring Lane OX4 6LE - 2x2 bed bungalows. Comment submitted 1/9/16 objecting on grounds of access, disturbance to neighbours, destruction of green space and a failure to address previous objections upheld on appeal. Awaiting a decision. 16/02231/LBC and 16/02230/FUL Land adjacent to St George's, 31 Cowley Road OX4 4LE - 1x3-bedroom house. No objection providing that the access, parking and turning provisions are acceptable to OCC Highways. Awaiting a decision. 16/00406/FUL Oxford Academy - 3G artificial football pitch. Comment submitted that planners should address the objections of Sport England to ensure good design standards and community use. Awaiting a decision.</p>	<p>SS</p> <p>For info.</p> <p>For info.</p> <p>For info.</p>

3030/16	Littlemore Local	Judith Godsland reminded all present that the copy deadline for the October/November edition of the Littlemore Local is Friday Sept. 16th and that it will be available for distribution from Monday Sept 26 th . A number of roads still require volunteers to deliver the newsletters.	JG For info.
3031/16	Financial Update	The Clerk met with the financial officer, Cllr. Hill on 1/8/16, to review the 2016/17 finances to date. The balance carried forward in the Lloyds current account at 31/8/16 = £31,965.24. Cllr. Hill will meet with PI to review the 6 monthly accounts on 31/10/16. The 2015/16 accounts are still with the external auditors, BDO LLP. The Clerk will begin the process of establishing the criteria and designing an application form and that local community and voluntary groups can use to bid into the £10,000 Littlemore Community Pot.	For info. For info. For info.
3032/16	Oxfordshire County Council Update	It was noted that Cllr. Sanders has been re-selected to represent Rose Hill & Littlemore as a County Councillor at the next County elections. Local Government Reorganisation - Grant Thornton has published the County Council proposal for unitary status explaining how the County proposes to support economic growth, protect the most vulnerable and drive efficiency in public services in Oxfordshire. The Districts have published a separate report (PcW). Both reports identify areas where savings in excess of £100m are possible over a 5-year time period and over £200,000 has been spent to produce the reports. However, the new instruction from Central Government is that any future restructuring of local government in Oxfordshire now has to be jointly developed with a way forward to be reached by consensus. Further comment is expected in the Autumn statement. Free Electric Blanket checks in October - OCC's Fire & Rescue Service and Trading Standards are urging electric blanket owners to get their blankets tested free of charge ahead of the approaching colder months. In 2015 a total of 22 per cent of the electric blankets failed the safety test and were declared unsafe to use. Testing is by pre-booked appointment only, strictly on a first come, first served basis. Call Trading Standards on 01865 815000 or email communityengagement@oxfordshire.gov.uk .	GS For info. For info. For info.
3033/16	Oxford City Council Update	It was noted that 2017/18 'Grants for Community & Voluntary groups' can be applied for. The deadline for applications is 3/11/16 and OCVA are running advice workshops in advance of the deadline.	For info.
3034/16	Clerk's Update	Notification of the 'Go Tri' Oxford City Duathlon being held on September 24 th , 2pm @ Horspath Sports Ground. Notification of a 'Place-making conference' - a free afternoon event at the Oxford Abingdon Hotel on November 8 th (1.30-4pm). The event is being promoted by Community First Oxfordshire in conjunction with the Diocese of Oxford. The aim is to get local authorities, developers and voluntary groups to discuss how to create thriving new communities alongside existing ones.	For info. For info.
3035/16	Any Other Business	Cllr. Sanders requested that the PC consider repairing the church bench dedicated to Bill Buckingham which is in disrepair. The Clerk to refer this to the groundsmen. A local resident, James Brolley at 82 Oxford Road, is having a problem at the end of his garden where fencing panels are being vandalised. The Clerk to refer this to the local PCSO's and to the groundsmen. The Chair closed the meeting at 8.56pm.	For info. For info. For info.
3036/16	Remaining 2016 Meetings	Tuesday October 11 th , 2016 Tuesday November 8 th , 2016 Tuesday December 13 th , 2016. All meetings, 7pm at Edith Kempson House.	For info.