

LITTLEMORE PARISH COUNCIL

Minutes of the Ordinary Parish Meeting Tuesday 14th February 2017 7pm at Edith Kempson House, Littlemore, OX4 4BQ

Clerk: Vacant (Cllr Richard Wilkins standing in)

Attendees	Cllr. Lynda Comber (LC - Chair), Cllr. Dorian Hancock (DHan - Vice-Chair), Cllr. Sue Stewart (SS), Cllr. Matthew Hutton (MH), Cllr. Michael Evans (ME), Cllr. Maggie Willis (MagW), Cllr Tina Hill (TH), Cllr Sorcha Lanham (SL), Cllr Mashhuda Glenwon (MG), Cllr John Tanner (JT), Cllr Gill Sanders (GS), Cllr David Henwood (DH), Cllr. Vijaaratne Karunaratne (VK)
	Members of Public: 2
Apologies	Richard Wilkins (Clerk), Cllr Macer Wicker, Cllr Kim Wicker, Cllr Mashhuda Glenwon

Ref	Item	Notes	Action
18/17	Welcome	The Chair, Cllr. Lynda Comber, welcomed those in attendance and advised in absence of Richard Wilkins that Cllr Matthew Hutton had kindly agreed to take notes.	For Info
19/17	Declarations	No declarations of interest were received.	For info.
20/17	Minutes of last meeting	The minutes of the Littlemore PC meeting held on 10 th January 2017 were agreed, Approved and signed by the Chair	For info. Approved
21/17	Matters Arising	TH - spring lane money has now gone in (bank statement to be checked). Cheque was given but may have gone missing, to be followed up. JT – Appointment of new Clerk to be discussed at end.	TH/Clerk For info. For Info
22/17	Open Forum	No points raised	
23/17	Chairs Update	Cllr Comber advised that there is 4 point to be discussed but will be at end of meeting with Councillors only.	For Info
24/17	Neighbourhood Plan	Flow charts of plans were present to councillors, a meeting was held to discuss following points Mail system - agreed to propose use of Mail Chimp Neighbour Plan link now live on website Identify Stakeholders by Email Developing a Questionnaire Art & Photography Competition Information Stalls at Sainsbury's Further debates took place and was agreed on following JT and GS - propose and second using Littlemore local list on mailchimp. (Voted unanimously). JT - agree to pay reasonable cost for insertion (Voted unanimously). DH - confirm dates and ask for volunteers - all ok.	D/Hen M Willis For Info
25/17	Transport Update	MH - no transport update. <ul style="list-style-type: none">• GS - could we use money for around Littlemore.• GS- David tole has gone away to draw up some suggestions for Oxford road. GS - can he come along to parish council to suggest something for Oxford road. Martin Craftall has still to be persuaded.	LC For info.

		<ul style="list-style-type: none"> • LC - money in the pot will help make us look serious. • MH - focus of what we are doing should be safety. • DorH - minute thanks for JT and GS for finding the money. • GS and JT - investigate pedestrian crossing from Mayfair road to Bartholomew road near coop. Not sure money is ready there. Maybe 106 money for Templars square. • MH - can we be clever about cushions to stop people driving too fast. • MH - get priorities for spring lane to spend £12.5k. • JT - get David tole to meeting. 	
26/17	Amenities Update	Nothing to Report	
27/17	Digital Committee Update	<p>DH - digital team are admins on mailchimp. Reply address for mailchimp? MH - setup parish council email address for Maggie including from address. MH - setup a separate parish council email address for anyone who wants one</p>	For Info MH DH MG
28/17	Planning Update	<p>Cllr. Stewart, Chair of Planning, reported as follows:-</p> <p>Planning report 14 February 2017</p> <p>New applications:</p> <p>17/00283/FUL 33 Bodley Road OX4 3UB - change of use to HMO. This was refused last year on grounds of room size and lack of off street parking. The new application shows that one bedroom has been enlarged but the 2nd remains the same. Proposed to send comment to oppose.</p> <p>17/00174/FUL 60 Herschel Crescent OX4 3TU - single storey rear extension. Other neighbouring properties have done the same - propose no objection.</p> <p>Enforcement matters</p> <p>Beenham Cottage, Railway Lane OX4 4PY - work is taking place even though there has been no decision on the latest application 16/03022/FUL. Stop press - a decision to approve has now appeared on the Planning Department website.</p> <p>51 Giles Road - the enforcement officer has requested a photograph of the structure in the front garden. The email has been forwarded to the clerk with a request for him to respond with a photo.</p> <p>Lawn Upton House and neighbouring properties: the council has taken enforcement action because work to convert/renovate these did not conform to planning and building regulations. New owners were unaware of this when purchasing the properties and have sought legal advice. Councillors and owners have met with the developers, Vanderbilt, who have agreed to deal with and pay to remedy the problem.</p>	For Info

		<p>Parking signs at Lawn Upton: no news - Cllr Stewart will chase.</p> <p>Major developments</p> <p>Grenoble Road: council discussed the recent consultation and passed a resolution - see Cllr Hutton's minutes for the wording.</p> <p>Littlemore Park (Armstrong Road): agreed to invite Catalyst Housing Association, the developers, to present full plans to council when the application goes in. Comments should be agreed in full council and not delegated to the planning committee.</p> <p>DH - two proposals - for, but against traffic, second, against and against traffic. Steer for when we can make comments on Grenoble road development.</p> <p>Vote: 5-3. Carried, for but against traffic.</p>	
29/17	Littlemore Local	<p>Judith Godsland reminded all present that a number of roads still require volunteers to deliver the newsletters, it was agreed to put article in for helpers.</p> <p>Update required for Parish Councillor Section</p> <p>Article on Grant Applicants to be put in with Cllr Henwood contact details.</p>	JG For info.
30/17	Oxfordshire County Council Update	JT and GT - county council budget carried by 1 vote..	
31/17	Oxfordshire City Council Update	JT – City Council against single unitary council	
32/17	Clerk's Update	No report	
33/17	Correspondence	<p>6th March city council meeting. LC to suggest someone unusual goes to Oxford city council.</p> <p>SS - can we strengthen parish council.</p> <p>DH - would like to put forward documents on small grants.</p> <p>DH - see how many applications there are before setting deadlines.</p> <p>LC - pass email over about lady who wants small grants details.</p> <p>DorH - thank DH and MagW about small grants.</p> <p>MagW - may need to tweak our scoring as we get applications in.</p> <p>RW - resigned as parish councillor.</p>	LC For info.
34/17	Any Other Business	<p>RW - made parish clerk.</p> <p>LC - approve appointment and propose 12 month probation and that we pay for expenses. Voted unanimously.</p>	LC For Info
35/17	2017 Meetings	<p>Date next meeting Tuesday 14th March 2017</p> <p>11th April 17, 9th May 17 (AGM), 13th June 17,</p> <p>All meetings, 7pm at Edith Kempson House.</p>	For info.