

Littlemore Parish Council

MINUTES OF THE MEETING OF LITTLEMORE PARISH COUNCIL HELD ON TUESDAY 11th FEBRUARY 2020 (7pm) AT THE OXFORD ACADEMY, SANDY LANE WEST, LITTLEMORE.

Present: Councillor: Macer Wicker (Vice Chairman)
Councillor's: Lucian Dunlop, Michael Evans, Dorian Hancock, Sue Stewart, John Tanner,
Maggie Willis.

Officers: Richard Wilkins (Clerk to Parish and R.F.O)

Staff: Dr. Judith Godslan (Littlemore Local Editor)

No members of public present.

Meeting opened 1900hrs

FC.25/20 Chairman's Welcome

Cllr Macer Wicker advised that Cllr Comber was unable to attend meeting due to other commitments, and as Vice Chairman would be chairing meeting

Cllr Wicker welcomed everyone to meeting.

FC.26/20 Apologies for Absence

Cllr Lynda Comber	Other Commitment
Cllr Tiago Corais	City Council Commitment
Cllr Gill Sanders	County Council Commitment
Cllr Kim Wicker	Work Commitment

RESOLVED: To receive and note the above apologies for non-attendance at the meeting.

FC.27/20 Declarations of Interest

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting

No declarations received.

Members were reminded that declaration can be made at any point during meeting.

FC.28/20 Acceptance of Minutes Previous Meeting

RESOLVED: To agree and sign as a correct record the minutes of the Parish Council meeting on the Tuesday 14th January 2020.

FC.29/20 Correspondence

Clerk Richard Wilkins provided verbal report covering;

- Email received from Mr. David Henwood end of January regarding a tree requiring attention in Herschel Crescent, a response was sent but no further information was provided by Mr. Henwood so unable to follow up. During recent storm a tree at rear of 32 Lockhart Crescent uprooted and landed in garden.
Councillors recalled that the Clerk presented a quote for said tree in December 2019 which was rejected, Oxford Direct Services will be visiting site to remove tree in due course as resident via third party has been advised and maintenance team have attempted to speak with resident.
- PC Kirby of Thames Valley Police Neighbourhood Team for Littlemore has written to the Council and advised that the earliest they can do presentation is on Tuesday 14th April 2020. Council agreed that due to elections and potential new members it was best to request that the presentation be delayed till after May 2020.

FC.30/20 Chairman's Update

No Report

FC.31/20 Clerks Report

Clerk Richard Wilkins provided verbal report covering;

- Update on Castle Water was giving, recent phone call was recorded. The Company agent stated that the correct complaints procedure was not followed and would need to be to resolve issue, unable to go to watchdog until this has been completed.
- John Deere truck used by Maintenance team was recently serviced, repairs for this would cost £1,171.04 excluding VAT and fitting. It was agreed that it is not worthwhile to repair due to age of truck being 16 years old and to investigate the options to rent or purchase a new one and to report back to Council. A hire van will be arranged for maintenance team to use.
- Mobile Speed Indication devices have been removed to allow a service to be carried out on both due to faults, likely to be re-installed in March to avoid service costs devices will be returned when engineer in area.
- Martin John (OCC Electoral Services Manager) has advised that the nomination period for Parish Council Election will open on 31st March and close 4pm on 8th April 2020 these must be returned by hand to Town Hall. The date of Count has yet to be confirmed. It has been agreed that nomination papers would be dispatched to me once ready.

There will be 3 wards – Littlemore Ward (13 elected members), Bodley Road (2 elected members) and Sandy Lane West (1 elected member).

Cllr Tanner presented Council with a map of the boundary for Parish and City Council boundaries.

FC.32/20 Littlemore Local Update

Judith Godsland provided verbal report covering;

- Cut off for next edition is 12th March 2020

FC.33/20 Locality Support and Community Response Team

Val Churchill (Locality Support) provided a verbal report

- OX Clean Saturday 7th March
- Funding awarded to Littlemore from Police Commissioners Office to help reduce crime levels.

Nick Prior (Community Response Team) provided report by email

- Currently the Community Response Team is investigating a total of 14 cases.

Noise = 9

Dog Foul = 1

Business Waste = 2

Waste in garden =1

Bonfire =1

In comparison to other wards in the City CRT have fewer cases for the Littlemore Area. We would advise should anyone wish to report Anti-Social Behaviour or an Environmental Crime this can be done by calling 01865 252969 or emailing saferoxford@oxford.gov.uk

FC.34/20 Council Committees

Planning Committee

Thursday 19th November 2020

RESOLVED: The Committee minutes listed above were received and noted.

- Cllr Sue Stewart requested to attend the resident's forum on behalf of PC this was agreed.
- Parish Clerk gave a brief update on meeting regarding pre-application meeting for development at rear of Armstrong Road.
- Science Park concerns around funding for buses and fulfilling planning obligations, agreed for Cllr Stewart to contact local MP Anneliese Dodds.

FC.35/20 Pavilion Project Update

Clerk Richard Wilkins provided verbal report covering;

- Final cost of demolition for Hershel Crescent Pavilion was £26,110.80 including VAT which will be reclaimed.
- Meeting with Steven Parkinson (VAT Advisor) has took place, Cllr Kim Wicker kindly agreed to attend the meeting to ensure correct information shared etc. A full detailed report will be provided to Council ASAP.
- Meeting with Paul Blackman has been arranged to discuss future opportunities for sports pavilion and football pitches at Herschel Crescent, this will replace possible loss of pitches at Sandy Lane West where housing is planned.

FC.36/20 Receive and accept Amenities Report

Clerk Richard Wilkins and Cllr Wicker provided verbal report covering;

- 2nd phase of Bollards on Parish Green has now been installed.
- Tree Survey is due in September 2020, it was recommended by Cllr Wicker to move this forward. Seconded by Cllr Hancock, unanimously agreed by Council.

FC.37/20 Receive and Accept Working Group Reports

Digital: No Report

Transport: No Report

FC.38/20 Receive and Accept Report of Neighbourhood Plan Working Party

Written report of 29th January 2020 submitted after agenda was dispatched was accepted to be noted by Council (attached to minutes).

Parish Clerk advised that Council was still awaiting an updated version of CFO proposal submitted, Cllr Willis will arrange for this to be sent to Clerk with minor amendment. Cllr Willis also confirmed that only Phase one and two will be on new proposal.

Parish Clerk advised that an invoice had been received but incorrect details were listed, a new invoice has been requested and won't be paid until this is completed.

FC.39/20 Receive update from Oxford County Council Representative

No Report.

FC.40/20 Receive update from Oxford City Council Representative

Cllr John Tanner provided verbal report covering;

- Tax increase for Oxford City Council is 2%
- Government providing funding to OCC following BREXIT to bring communities together. An application through Littlemore Partnership with support from City Councillors for Littlemore and other small organisations. It was agreed that the Parish Council would support, no financial requirement of Parish Council.

FC.41/20 Oxford Road Consultation for Traffic Calming Measures

Parish Clerk advised that this consultation has now been published and recommended that due to consultation closing on 6th March 2020, the Parish Council contact County Council and request an extension to submission deadline to allow decisions at following meetings

- Planning 27th February 2020, a recommendation would be reached and submitted to full Council for consideration
- Transport Working Group date TBC, to discuss and submit recommendation if required.

- Full Council 10th March 2020, to review recommendations and vote on a final comment for submission.

Council agreed to recommendation and asked Clerk to write to OCC for extension.

FC.42/20 Update on CIL Received and Spent (Past 3 years)

Clerk Richard Wilkins provided verbal report covering;

- CIL expenditure for last three years was discussed, it was noted that a variation of figures provided by OCC were incorrect.
- Council agreed for the Clerk and Cllr Tanner to meet with Head of Finances for OCC to review information and to review opportunities for funding outside of CIL.

FC.43/20 Motor Insurance Renewal Quote

Parish Clerk informed Council that insurance renewal for mower and John Deere truck was due on 21st February. Current insurers have provided a quote of £699.26, Council agreed unanimously to accept quote.

FC.44/20 Littlemore Priory Update

Cllr Stewart informed Councillors that the lease holder for The Priory has now agreed to carry out works to exterior of building. Cllr Tanner has emailed planning department about repairing internal sections of building.

FC.45/20 Thames Valley Police Report

No report received.

Cllr Evans informed Council of his disappointment at dealing with two recent events, a speeding motorist (Sandy Lane West) and dumping of stolen products (Spring Lane). It was recommended that Cllr Evans contact the local MP to raise his concerns.

FC.46/20 Press Statements

Cllr Tanner and Cllr Wicker will produce press statements for Art Project opening and LPC meeting Oxford Living Wage.

FC.47/20 Agenda Items for Next Meeting

No items requested; reminder that motions to be submitted 7 working days before meeting.

FC.48/20 Urgent Items

Nothing to report.

FC.49/20 Date of Next meeting

Tuesday 10th March 2020 – The Oxford Academy.

Meeting closed 2048hrs.

Signed as a true and accurate record

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Cllr Lynda Comber
Chairman
Littlemore Parish Council
Tuesday 10th March 2020

Littlemore Neighbourhood Plan

Meeting notes from Littlemore Neighbourhood Plan Meeting
Wednesday January 29th at Edith Kempson House at 6.30pm

1. Present:

Maggie Willis (Chair), Julia Brocklesby, Tony Eade, Chris Smowton, John Tanner, Rachael Riach (Community First Oxfordshire).

2. Apologies:

Claire Drinkwater, Dorian Hancock, David Henwood, Nori Henwood, Paul Moody, Margaret Wareing.

3. Appointment of minute taker:

Tony Eade offered to take notes and forward to the Chairman.

4. Chairman's update:

Julia and Paul have recorded 248 Questionnaire 2 responses into an Excel spreadsheet. These have been recorded in geographical zones: North, Central, East and West. Results to date indicate that there are distinct differences between the needs of residents who live in different zones many of which relate to the proximity to, or distance from/ lack of public transport and amenities. Further completed Questionnaires are needed from young people, people aged and those who work here, or come into Littlemore to work. It is intended that there will be opportunities for more people to complete questionnaires at public events.

The Parish Council now has a Working Party for Transport led by Tiago Corais. Maggie Willis and Margaret Wareing have attended two meetings where developments on Oxford Road, Newman Road, buses, their limited connectivity with other parts of Oxford were discussed, together with concerns regarding the future impact of new housing and businesses on the overall volume and flow of traffic throughout Littlemore. Maggie will speak with Tiago to see how elements discussed by the Transport Group can feed into the Neighbourhood Plan.

Maggie attended a meeting of the Oxfordshire Neighbourhood Plans Alliance (ONPA). Useful contacts made with representatives from Sandford, Headington and Wolvercote. ONPA now has a place on the Oxfordshire Growth Board and representation at OALC.

5. Next Steps

Rachel Riach, Development Project Manager from CFO, outlined the next steps for developing the Littlemore Plan (document attached). Work is needed over the next two months to record baseline information and consider options for policies. Three groups are to be established. A public meeting is proposed for Tuesday April 21st at 7.30pm (Village Hall), together with an afternoon session to be held in the same week, at a different venue (to be arranged).

The Chairman thanked members for their contributions. The meeting closed at 8.00pm.

Post Meeting note: John Henry Newman School will provide space for a NP stand and representatives at the Parent's Evenings to be held on Tuesday March 31st (3.15 – 6.00pm) and the following day, Wednesday April 1st (3.15 – 5.00pm). Volunteers will be needed to staff this.