

**MINUTES OF THE VIRTUAL MEETING OF BERINSFIELD PARISH COUNCIL  
held on Tuesday 4<sup>th</sup> May, 2021 at 7.15 p.m.**

Councillor S. Scott-Ely - Chairman  
Councillor P. Bridge  
Councillor I. Bunyan  
Councillor K. Chrisp  
Councillor S. Crawford  
Councillor B. Fearneyhough  
Councillor S. Henry  
Councillor Mrs. A. Jones  
Councillor S. Perkins  
Councillor Mrs. R. Stockford

The following people were present for all or part of the meeting

District Councillor Robin Bennett  
Annette Loveland, Clerk to the Council  
Three members of the public

**1. Items raised by members of the public.**

a) Planning application P21/S1443/FUL Conversion of existing bungalow to a 2 x 4 bed flats residential. 13 Bullingdon Avenue, Berinsfield, OX10 7PL Members of the public attended the meeting to express their objections to the planning application. Their main objections to the application relate to :- over-development of the site; the proposed conversion would be out of character with existing properties; additional pressure on the existing sewerage system from the proposed six bathrooms; additional traffic movements in Bullingdon Avenue, which is a narrow road; possible use of the turning area at the end of Bullingdon Avenue as car parking for No. 13 Bullingdon Avenue. The residents informed the Parish Council that they had made their objections known to South Oxfordshire District Council. The Chairman, Councillor Stuart Scott-Ely informed the meeting that the Parish Council would be considering the planning application during the formal part of the Parish Council meeting.

**2. Apologies for absence** were received from Councillor Croft and Councillor Smith.

**3. Declaration of Interests.** There were no declarations of interest.

**4. Election of Chairman for the year 2021-22** It was proposed by Councillor Henry, seconded by Councillor Mrs. Jones and AGREED that Councillor Stuart Scott-Ely should be Chairman of Berinsfield Parish Council for the year 2021-22.

**5. Election of Vice-Chairman for the year 2021-22.** It was proposed by Councillor Scott-Ely, seconded by Councillor Chrisp and AGREED that Councillor Phil Bridge should be Vice-Chairman of Berinsfield Parish Council for the year 2021-22

**6. District Councillor's Report.** District Councillor Robin Bennett had prepared a written report, which had been circulated electronically to all Members of the Parish Council, and he reported on the following items :-

i) Assets of Community Value online event to be held on 12<sup>th</sup> May 2021

ii) Town and Parish Forum on the Climate Emergency which will be held on Thursday 27<sup>th</sup> May, 2021. District Councillor Robin Bennett hoped representatives from the Parish Council would register to attend.

iii) Berinsfield Garden Village steering group meeting will be held on 13<sup>th</sup> May, 2021. Councillor Stuart Scott-Ely asked if the agenda for the meeting could be circulated as soon as possible.

The Chairman, Councillor Stuart Scott-Ely thanked District Councillor Bennett for attending the meeting and for presenting his report.

7. **County Councillor's report.** County Councillor Lorraine Lindsay-Gale was not present at the Parish Council meeting but was present at the Annual Open Meeting on 26<sup>th</sup> April, 2021 and her report covering the year 2020-21 had been circulated at that meeting.

8. **To consider planning applications and decisions received to date.**

a) **Planning application P21/S1443/FUL Conversion of existing bungalow to a 2 x 4 bed flats residential. 13 Bullingdon Avenue, Berinsfield, OX10 7PL** The Parish Council considered the planning application and it was AGREED that South Oxfordshire District Council should be informed that the Parish Council unanimously AGREED to object to the application for the following reasons :-

- i) Over-development of the site.
- ii) The development would be out of character with the area.
- iii) Additional pressure from the number of bathrooms in the proposed conversion on the sewerage system in the area, which is already at capacity.
- iv) Additional traffic movements in Bullingdon Avenue, which is a narrow road, and the possibility of the turning area outside the property being used for car parking.
- v) Loss of a bungalow, which are in short supply in Berinsfield.

b) **Planning decision. Planning application P21/S0849/HH. Single storey extension 26 Lay Avenue, Berinsfield OX10 7NX.** The Parish Council noted that planning permission had been granted in respect of this application.

9. **Berinsfield Parish Council Accounts 2020-21.**

a) **Internal Audit Report.** A copy of the report from the Internal Auditor had been circulated to all Members of the Parish Council with the agenda. The Parish Council considered the report in detail and noted that some of the recommendations had already been implemented. It was AGREED to note the contents of the report from the Internal Auditor and to take the relevant action on the recommendations contained therein.

b) **Annual Governance and Accountability Return 2020/21.** A copy of the Annual Governance and Accountability Return for 2020/21 had been circulated to all Members of the Parish Council with the agenda. The contents of the Return were noted and it was AGREED that Councillor Stuart Scott-Ely and the Responsible Financial Officer should be authorised to sign the Return prior to it being submitted to the External Auditor.

10. **To appoint Members to serve on Parish Council Committees and outside bodies for 2021-22.**

<p><b>Finance Committee Solar Farm Sub-Committee</b>  Councillor S. Scott-Ely  Councillor P. Bridge  Councillor I. Bunyan  Councillor S. Henry  Councillor Mrs. A. Jones  Councillor Mrs. R. Stockford</p>	<p><b>Pavilion Committee</b>  Councillor S. Scott-Ely  Councillor P. Bridge  Councillor I. Bunyan  Councillor S. Crawford  Councillor S. Henry  Councillor S. Perkins</p>
<p><b>Allotments, Playing Fields, Open Spaces, Burial Ground &amp; Skateboard Park Committee</b>  Councillor S. Scott-Ely  Councillor P. Bridge  Councillor K. Chrisp  Councillor S. Crawford  Councillor B. Fearneyhough  Councillor Mrs. A. Jones  Councillor S. Perkins</p>	<p><b>Planning, Highways &amp; Public Transport Committee</b>  Councillor S. Scott-Ely  Councillor P. Bridge  Councillor K. Chrisp  Councillor B. Fearneyhough</p>
<p><b>Appointments Committee</b>  Councillor S. Scott-Ely  Councillor P. Bridge  Councillor Mrs. A. Jones  Councillor Mrs. R. Stockford</p>	<p><b>Complaints/Freedom of Information/GDPR Committee</b>  Councillor S. Scott-Ely  Councillor P. Bridge  Councillors to be seconded as required</p>
<p><b>Neighbourhood Development Plan</b>  Councillor S. Scott-Ely  Councillor P. Bridge  Councillor I. Bunyan  Councillor K. Chrisp  Councillor S. Crawford  Councillor B. Fearneyhough  Councillor S. Henry</p>	<p><b>Public Transport Representative</b>  Councillor B. Fearneyhough</p> <p><b>HIF1</b>  Councillor S. Scott-Ely  Councillor P. Bridge  Councillor B. Fearneyhough  Councillor S. Henry</p> <p><b>OALC</b>  Councillor P. Bridge is a Member of the Executive Committee of OALC until 2023</p> <p><b>Berinsfield Garden Village Association</b>  Parish Councillors attend as representatives of other organisations in Berinsfield.</p>

11. **Correspondence and items for information.**

a) **Invitation to visit Solar Farm.** The Parish Council noted that the owners of the Solar Farm had invited Members of the Parish Council to visit the Solar Farm on 17<sup>th</sup> May, 2021. Members were asked to meet at the gate to the Solar Farm at 11 a.m. if they wanted to attend.

**b) Oxfordshire County Council (South Oxfordshire District) (Disabled Persons Parking Places) (Amendment No. 16) Order 20..)** The Parish Council noted that the disabled car parking spaces outside No. 12 Colwell Road and outside No. 172 Fane Drive, Berinsfield would be removed. The Parish Council did not wish to object to this proposal.

**c) Oxfordshire County Council Traffic Regulation Notice Road Traffic Regulation Act 1984.** The Parish Council noted that Burcot Lane, Berinsfield would be closed on 7<sup>th</sup> July 2021 between 8 a.m. and 4 p.m. to facilitate tree cutting work. Diversion signs will be in place.

**d) Oxfordshire County Council Community Renewal Fund.** The Parish Council noted the information contained in the agenda regarding the Community Renewal Fund, which is a U.K Government funding initiative to help local areas prepare for the introduction of the U.K. Shared Prosperity Fund and is particularly focused on innovative projects that align with local need. It is open to applications from the Education, Voluntary and Community Sectors, including Parish Councils, and Umbrella Business Organisations and will support projects that align with at least one of the following priorities :-

Investment in skills  
Investment for local business  
Investment in communities and place  
Supporting people into employment.

The Parish Council discussed several projects that might qualify for funding, including extending the pavilion to make it a two storey building, improving the all weather pitch at the rear of the Sports Centre, installing flood lights on the football pitches and trying to buy the public house in the village, which is currently closed, with a view to using it as a café, public house and meeting place. It was AGREED that the Clerk should be asked to submit an application to the Community Renewal Fund for funding to purchase the public house in Berinsfield.

**e) Hatwells Fair.** The Parish Council noted that Mr. Hatwell would like to bring a fair to Berinsfield from 28<sup>th</sup> June until 5<sup>th</sup> July, 2021. The operating days would be Thursday 1<sup>st</sup> – Sunday 4<sup>th</sup> July, 2021 and the fee due to the Parish Council would be £100 per operating day. The Parish Council AGREED that Hatwells fair should be allowed to use the recreation ground from 28<sup>th</sup> June to 5<sup>th</sup> July, 2021 at a cost of £100 per operating day, subject to weather conditions being favourable for the vehicles to get onto the recreation ground.

**f) Assets of Community Value online event 12<sup>th</sup> May, 2021, 12 noon until 1 p.m.** Members noted that they could register for the online event via Eventbrite.

**g) Fields in Trust AGM to be held virtually on 23<sup>rd</sup> June at 1.30 p.m.** Members noted the date of the Fields in Trust Annual General Meeting.

**h) Parish Council meeting 7<sup>th</sup> June, 2021.** The Parish Council had been informed that the legislation allowing Councils to hold meetings remotely would end on 7<sup>th</sup> May, 2021. The Parish Council meetings will be held face to face with effect from 5<sup>th</sup> July, but in the meantime it was AGREED that the Parish Council should hold its meeting on 7<sup>th</sup> June 2021 virtually.

**i) Neighbourhood Planning – Locality High Streets and Social Infrastructure Support.** The Parish Council noted that Locality has recently opened a high streets regeneration and social infrastructure support package, which is support for Neighbourhood Planning Groups wanting to bring forward schemes that will foster high

street regeneration or provide useful social infrastructure. Measures for which support could be provided include :-

- Redeveloping buildings or sites for economic uses
- Establishing traffic calming measures to support pedestrian access to the high street making it safer in the process
- Supporting the development of shared space schemes
- Providing for the establishment of seating for people
- Providing for the enhancement of the public realm, including signage, bollards, refuse bins, cycle racks.
- Converting empty commercial properties to housing
- Converting empty commercial spaces into community facilities.

It was AGREED that the Clerk should be asked to liaise with the Parish Council's retained Neighbourhood Development Plan consultant, Mr. Neil Homer, with regard to this and, if appropriate, an application should be submitted to Locality for funding.

**j) Request to use recreation ground by Youth Challenge Oxfordshire (YoCO).** YoCo would like to use the recreation ground for a football tournament for the young people to raise funds on 14<sup>th</sup> August, 2021. It was AGREED that Youth Challenge Oxfordshire should be allowed to use the recreation ground for a football tournament on 14<sup>th</sup> August, 2021 and that no charge should be made.

**k) CPRE. The Oxfordshire Plan 2050.** CPRE have prepared a handout regarding the Oxfordshire Plan 2050 which can be found at [file:///C:/Users/User/Downloads/Ox%20Plan%202050%20-%20CPRE%20Oxon%20Briefing%20FINAL%20April%202021%20\(1\).pdf](file:///C:/Users/User/Downloads/Ox%20Plan%202050%20-%20CPRE%20Oxon%20Briefing%20FINAL%20April%202021%20(1).pdf). The Chairman, Councillor Stuart Scott-Ely, informed the meeting that it was important for the Parish Council to take note of the progress of the Oxfordshire Plan 2050 which will define the development strategy for the county for the next thirty years, including both the quality and quantity of housing and the broad locations of growth. The Oxfordshire Plan is being prepared by all four of the District Councils, Oxford City Council and Oxfordshire County Council, working together through the Oxfordshire Growth Board. More information is available on [www.oxfordshireplan.org](http://www.oxfordshireplan.org).

**l) Gigaclear** The Parish Council noted that Gigaclear have been working closely with rural communities across England to bring fibre-to-the-premise (FTTP) broadband to where it is needed most and they are planning their network build to include Berinsfield. Their contractors are likely to be in Berinsfield in the near future validating their plans, which will entail them walking the mapped-out route in the village. They are also in the process of confirming whether Berinsfield residents and businesses are eligible for the Government's UK Gigabit Voucher scheme.

**m) Parish Transport Representative Meeting.** The Parish Council thanked Councillor Fearneyhough for circulating the Minutes and supporting documents with regard to the recent Parish Transport Representative Meeting.

**n) OALC Newsletter April 2021.** A copy of the newsletter had been circulated electronically to all Members of the Parish Council. Members were asked to look at the training courses available from OALC and to let the Clerk know if they wished to attend any of them. The Chairman, Councillor Stuart Scott-Ely, informed Councillors that it was important for them to attend appropriate training courses if at all possible.

12. **Statement of Accounts for Payment in May 2021.** It was AGREED that the statement of accounts for payment in May 2021 in the sum of £10,915.69 should be APPROVED.

13. **Items for report to Chairman.**

a) **High Street.** Councillor Chrisp asked if it would be possible to re-name the section of Fane Drive near to the shops and Church “Berinsfield High Street”. The Chairman, Councillor Stuart Scott-Ely informed the meeting that the proposed regeneration scheme may eventually provide a “High Street” area in the vicinity of the Library, Sports Centre, Berin Centre. The Parish Council noted Councillor Chrisp’s suggestion.

b) **Access for refuse collection vehicles.** Councillor Chrisp informed the meeting that the drivers of the refuse collection vehicles have problems accessing properties in the village due to vehicles being parked at the side of roads which obstructs their access. He suggested that the Parish Council should leaflet drop all properties in the village asking residents to try and keep access clear for the refuse collection vehicles. It was AGREED that South Oxfordshire District Council, as the authority responsible for refuse collection, should be asked if they could arrange for a leaflet to be attached to all wheelie bins to ask residents for their co-operation in keeping their roads as clear as possible on the refuse collection day in order to allow the refuse collection vehicle to reach all properties without any obstructions.

c) **Car Parking in Berinsfield.** Councillor Bunyan referred to the meeting representatives from the Parish Council had with an Officer from SOHA Housing with regard to trying to identify areas where additional car parking could be provided. Councillor Bridge informed the meeting that he felt this matter should be raised at the Garden Village Meeting arranged by South Oxfordshire District Council on 13<sup>th</sup> May, 2021.

d) **New Defibrillator.** Councillor Bridge informed the meeting that the new defibrillator had been installed on the railings at the pavilion in Lay Avenue and is now in use. He suggested that it would be beneficial if a further training session could be arranged for Members and residents who wished to learn how to use the defibrillator. Mr. Scate, a member of the public present at the meeting, offered to give instruction on the use of a defibrillator. It was AGREED that the Clerk should liaise with Mr. Scate with regard to arranging a date for a training session.

14. **Date of next meeting - 7<sup>th</sup> June 2021.**