

MINUTES OF THE MEETING OF BERINSFIELD PARISH COUNCIL held on Monday 7th October, 2024 at 7.15 p.m. in the Church Hall, Wimblestraw Road, Berinsfield, Oxon.

PRESENT Councillor S. Scott-Ely Chairman
Councillor P. Bridge Vice Chairman
Councillor Mrs. Beeby,
Councillor I. Bunyan
Councillor K. Chrisp
Councillor Mrs. A. Jones
Councillor D. Scate
Councillor Mrs. L Sweetland
Councillor A. Woodington

County and District Councillor Robin Bennett
Annette Loveland, Clerk to the Council
Four members of the public

1. Items raised by Members of the Public.

a) Flooding in Fane Drive at the junction with Kennet Close and Wimblestraw Road.

Members of the public who live in the Fane Drive/Kennet Close area attended the meeting to express their concerns about the recent floods in the area. They reported that sewage was in the flood water and that manhole covers were lifting in the flooded area. Vehicles were being driven at speed through the flood water causing waves, which caused additional problems. Residents were unable to get their vehicles from Kennet Close and Windrush Road to Fane Drive and had to resort to driving over the open space area owned by South Oxfordshire District Council to reach Wimblestraw Road.

The Chairman, Councillor Scott-Ely informed the meeting that a Drainage Engineer from Oxfordshire County Council and the contractors from ODS had been working to try and locate where the water should drain to and will carry out further investigations when the A4074 is closed in November for carriageway patching.

The Parish Council will continue to liaise with Oxfordshire County Council, Thames Water and South Oxfordshire District Council to try and get a resolution to the flooding problem in the village.

b) Shop and flats located at the junction of Fane Drive and Chiltern Close. The residents present at the meeting reported that the furniture and waste which has been deposited at the rear of the premises located at the junction of Fane Drive and Chiltern Close has still not been removed. The land is privately owned and the matter has already been reported to South Oxfordshire District Council Environmental Health Department.

c) Untaxed vehicles in layby, Chiltern Close. The untaxed vehicles reported to the Parish Council at the last meeting have been clamped, but it was reported that some of the clamps have been cut off. The DVLA will be informed about this action.

d) **Vehicles being delivered to residential areas on car transporters.** It was reported that vehicles are being brought to residential areas of the village on car transporters and unloaded during the night. Work is then being carried out on the vehicles in residential roads and oil is leaking on to the road and pavement surfaces. The Parish Council will refer this report to the relevant agency.

e) **Roman Road bridleway to the north of the village.** It was again reported that no action had been taken by the Countryside Section of Oxfordshire County Council to cut back the shrubbery to open up the bridleway to the north of the village. A further request will be made to the Countryside Section to ask for the work to be carried out.

f) **Parking problems in Lay Avenue when football matches take place.** It was reported that spectators are parking on the driveway in front of the properties facing the recreation ground near to the pavilion. The Parish Council has provided a “No parking” sign that is put across the driveway when matches take place, but drivers are moving it out of the way to gain access to the driveway. The Parish Council will liaise with the Chairman of Berinsfield Football Club to see what additional action can be taken to prevent vehicles being parked in the driveway in front of the properties.

g) **Parking problems when events take place at the Boxing Club in Fane Drive.** The Parish Council was informed by Councillor Chrisp that the Boxing Club have arranged for some additional parking in the car park at the factory unit to the rear of their premises at weekends when events take place.

2. **Apologies for absence were received from** Councillors Crawford, Eltham and Mrs. Head.

3. **Declarations of Interest.** There were no declarations of interest on items listed on the agenda for the meeting.

4. **County Councillor’s report.** County Councillor Robin Bennett had prepared a written report which had been circulated to all present at the meeting. The contents of the report were noted by the Parish Council.

County Councillor Bennett informed the meeting that he had no further information at the present time about the proposals for gravel extraction in the area or the Dorchester by-pass safety improvements. There should be more information about the HIF1 project later this year.

5. **District Councillor’s report.** District Councillor Robin Bennett had prepared a written report which had been circulated to all present at the meeting.

Joint Local Plan update. Item 6.60 Part 1 of Policy HOU10 (Meeting the needs of Gypsies, Travellers, and Travelling Show people) identifies the supply of pitches and plots within the plan period. Members noted that 6 – 10 pitches have now been included in the Joint Local Plan for land at Berinsfield Garden Village. The Parish Council representatives will raise this matter at the Garden Village meeting to be held on the 9th October, 2024.

Councillor Community Grant Scheme. The Parish Council confirmed that an application has been submitted to the Councillor community grant scheme for funds to provide a new defibrillator in Berinsfield.

The contents of District Councillor Robin Bennett’s report was noted by the Parish Council.

6. **To receive the Minutes and confidential Minutes of the Parish Council meeting held on 2nd September, 2024.** It was AGREED that the Minutes and Confidential Minutes of the Parish Council meeting held on 2nd September, 2024 should be APPROVED.
 - a) **Minute No. 11d) Flags.** The Parish Council was informed that the Pavilion Caretaker has agreed to assist with putting flags up on designated flag flying days when Councillors are not available to do this.
7. **To receive and approve the Minutes of the Allotments, Playing Fields, Open Spaces, Burial Ground and Skateboard Park Committee meeting held on 30th September, 2024.** It was AGREED that the Minutes of the Allotments, Playing Fields, Open Spaces, Burial Ground and Skateboard Park Committee should be APPROVED.
8. **To receive and approve the Confidential Minutes of the Appointments Committee meeting held on Monday 30th September, 2024.** It as AGREED that the Minutes of the Appointments Committee meeting held on 30th September, 2024, setting out details of the appointment of Alex Marasco as the new Clerk and Responsible Financial Officer for Berinsfield Parish Council should be APPROVED.
9. **To consider planning applications and decisions received to date.**
 - a) **Planning application** No. P24/S2994/PDH Single storey rear extension. Depth 4.0m, heigh 2.8m, height to eaves 2.5m. 86 Colwell Rod, Berinsfield, OX10 7NU It was AGREED that the Parish Council should inform South Oxfordshire District Council that it supports the application.
 - b) **Planning decision** No. P24/S2713/HH. Single storey rear extension, 28Wimblestraw Road, Berinsfield OX10 7LZ. The Parish Council noted that planning permission has been granted in respect of this application.
10. **Berinsfield Neighbourhood Development Plan.** The Parish Council noted that Mr. Andrew Ashcroft has been appointed as the Examiner for the Berinsfield Neighbourhood Development Plan. Mr. Ashcroft has read the plan, has visited the village and has now raised some issues for clarification. The deadline for responses is 6th November, 2024. The Parish Council AGREED to liaise with its retained Consultant, Mr. Neil Homer with regard to addressing the issues raised by Mr. Ashcroft and an online meeting will be held with Mr. Neil Homer on 24th October, 2024. Councillors Scott-Ely, Bunyan and the Clerk will attend.
11. **UK SPF Funding for Berinsfield. Design and construction of a new pump track. Design and construction of an extension to the existing skateboard park. Repairs to the existing skateboard park.** The Parish Council has been informed that the biodiversity survey required as part of the planning application for the extension to the skateboard park and construction of the pump track, will be carried out on the 10th October, 2024. The report should be available for circulation by mid-October and once the Planning Consultants preparing the Parish Council's planning application have received the report, they will be able to finalise the planning statement and get the planning application ready for submission.
12. **Abbey Woods Spinney.** A meeting was held with representatives from Leaves of Green, South Oxfordshire District Council and the Parish Council on 3rd October, 2024. Councillor Mrs. Jones was present at the meeting and informed the Parish Council that Leaves of Green now consider that additional works will be required, including engaging a contractor to remove

nettles and brambles. It was not clear at the Parish Council meeting if this additional work would be paid for from the £7,000 earmarked for Leaves of Green to supervise the scheme, hire equipment and purchase materials. The gross budget for the scheme is £9,000, with £1,500 earmarked for tree works and £500 for additional planting. The Parish Council has not yet received a copy of the quotation from the Oxfordshire County Council Tree Officer for the tree works. The Parish Council noted this information and clarification will be sought from Hendriette Knouws Garden Communities Project Manager at South Oxfordshire District Council about the funding for the additional works.

13. **Berinsfield Community Insight Enhancing Health and Wellbeing Grant Scheme.**

The Parish Council noted that the grant of £24,999 for the administration of the Berinsfield Community Insight Enhancing Health and Wellbeing Grant scheme has been approved by South Oxfordshire District Council. A letter has been sent to Berinsfield Parish Council setting out the details relating to the grant and the Parish Council has been asked to accept the grant and the Standard Conditions for South Capital Grants. It was AGREED that the Chairman and Clerk should be authorised to sign the documents to accept the grant and the Standard Conditions for South Capital Grants.

Members of the Parish Council queried how the charities/organisations in the village would be made aware of the grant scheme and were informed that there is an article in the current edition of the Village Voice setting out details of the grant scheme and how applications should be made.

14. **Correspondence and Items for Information.**

- a) **Traffic Regulation Notice. Road Traffic Regulation Act 1984.** The Parish Council noted that the A4074 (PSD) Site 48 will be closed for two nights on 7th and 8th November from 20.00 hrs until 0.600 hrs to carry out carriageway patching work. The suggested alternative route is via a combination of B4015 – A415 and vice-versa.
- b) **Community First, Oxfordshire, AGM 2024.** The Parish Council noted that the AGM would be held on 23rd October between 10 a.m. and 11.30 a.m. via Zoom.
- c) **Oxfordshire Playing Fields Association AGM 2024.** The Parish Council noted that the AGM would be held on Monday 21st October at 7.30 p.m. in Cassington Village Hall.
- d) **Public Transport Representatives Meeting.** The Parish Council noted that the next meeting would be held on Tuesday 19th November between 1.30p.m. – 16.30 p.m. on line. The link to the meeting should be requested from the Clerk.
- e) **Service of Remembrance.** Members of the Parish Council noted that the Service of Remembrance would be held at the War Memorial in Wimblestraw Road at 10.45 a.m. on Sunday 10th November. This will be followed by a Service in the Church of St. Mary and St. Berin and a small exhibition and gathering in the Berinsfield Community Association where residents can meet the visitors from America who will be attending the service.
- f) **Benches on the recreation ground.** Hendriette Knouws, the Garden Communities Project Manager has asked if the Parish Council would like more benches/seats around the recreation ground and if so, how many. The benches would be provided from the Garden Village funds held by South Oxfordshire District Council.

The Parish Council considered that five benches could be installed in the following locations

- i) On the bank by the recreation ground – Ken Hall Walk – between the Library and the Pavilion.
 - ii) On the recreation ground at the rear of the new houses in Lodden Avenue.
 - iii) By the skatepark/pump track.
 - iv) Two benches on the side of the bank adjacent to the Roman Road (Right hand side looking from the Pavilion).
- g) **Allotment hedge.** A quotation has been received from A & W Grounds to cut the inside of the allotment hedge and both sides of the hedge behind the houses in Pritchard Close in the sum of £700. The Parish Council AGREED to accept the quotation for the work to be carried out later in 2024.

A quotation has now been requested to cut the outside and top of the hedge and the Parish Council will be asked to consider this at the next meeting to be held on the 4th November, 2024. It will be necessary to ensure that no vehicles are parked on the car parking area adjacent to the allotment hedge to facilitate access to the hedge.

- h) **Planned Maintenance Services Renewal - fire alarm and detection, Pavilion, Lay Avenue.** The Parish Council noted that the existing contract with Trinity Fire and Security Systems expires on 31st December, 2024. A quotation has been received for the renewal for one year or three years. The one year price is £367.50 and the three year price is £360.50 per annum. It was AGREED that the contract for the planned maintenance services for the fire alarm and detection at the Pavilion, Lay Avenue, Berinsfield should be renewed for three years at a cost of £360.50 per annum. It will expire on 31st December 2027.

15 **Statement of Accounts for payment in October 2024.** It was AGREED that the statement of accounts for payment in October, 2024 in the sum of £15,186.92 should be APPROVED

16. **Bank Statements.** The bank statements for September were circulated at the meeting. The balances were noted and the reconciliation for the current account was signed by Councillor Mrs. Sweetland.

17. **Items of report to Chairman**

a) **Broken bollards – Green Furlong.** It was reported that there were several broken bollards around the open space in Green Furlong. The Parish Council was informed that South Oxfordshire District Council had already been informed about the broken bollards and had been asked to inspect them.

b) **Bollard adjacent to 1 Colne Drive.** It was reported that the bollard required some attention. The Parish Council will investigate which agency owns the bollard in the first instance.

c) **Open space area adjacent to 42 Cherwell Road.** It was reported that the resident living in the property adjacent to the open space area had deposited sacks of rubbish on the area. This will be reported to SOHA Housing, who own the open space.

d) Proposal to install solar panels on the Pavilion roof. Councillor Chrisp enquired if there was any further news with regard to the Parish Council's proposal to install solar panels on the Pavilion roof. The Parish Council has an offer of a grant from South Oxfordshire District Council towards the cost of installing solar panels, but is currently waiting for South Oxfordshire District Council to confirm that the Parish Council is eligible for additional funding under the carbon reduction scheme before it can accept the grant.

e) Outdoor Gym equipment instruction sign. It was reported that the sign has been tampered with and requires some attention.

18. Date of next meeting – 4th November, 2024.