

**MINUTES OF THE MEETING OF CLIFTON HAMPTON AND BURCOT PARISH COUNCIL  
HELD ON MONDAY 27<sup>th</sup> JANUARY 2025**

**Present:**

Councillors: Chair: Suzanne Neave (SN), Nick Fielding (NF), Christine McCulloch (CM), Paul Schenk (PS), Dougie Anscombe-Stephen (DAS)

**Apologies for absence:**

Marc Juffkins (MJ), Rory Maxwell (RM),

Clerk: Charlotte Ray (CR)

Oxford County Council: **Apologies for absence:** Cllr Robin Bennet

South Oxfordshire District Council: Cllr Sam Casey Rerhaye

Members of the public – 12

**Declarations of interest**

None

**Minutes**

Minutes from the meeting held on 9<sup>th</sup> December 2024 were agreed and signed by the Chair.

**1. Matters Arising**

Solar farm planning appeal request from a member of the community, wanting to know if the PC are planning to attend or represent on behalf of the community? The public enquiry will be held at Abbey Close on Christine, Nick and Dorian will attend.

Nick explained the appeal is a four-day enquiry. On day one the public have a brief opportunity to speak. It is essential to contact the clerk in advance to book a space to speak. Cllr Sam Casey Rerhaye suggested talking to the appeals officers at SODC to register and if need any advice they can support. The PC have already made a submission.

Christine McCulloch will arrange the above.

**2. Respond to queries raised by the public at Parish Meeting on 2<sup>nd</sup> January 2025.**

Suzanne Neave thanked Kate for organising a productive and constructive meeting.

Christine answered the following questions from the meeting on the 2<sup>nd</sup> of January.

1. Security of the surgery is not a responsibility of the PC
2. Will be publish in the near future
3. It is not the PCs responsibility to provide a burial ground. They are happy to consider helping with the costs and invite the church of England to put a proposal together which they will consider.
4. Examiners response will be published hopefully by mid Feb
5. Discussed at November's meeting and the minutes can be found on the website
6. Meeting on the 9<sup>th</sup> December will be published on the notice board and website imminently
7. Will continue supporting the green belt
8. Will be reviewed during February
9. Flood working group has been set up and help has been given by OCC
10. Clerk has made an application which has now been installed

11. Application for dog bin was made by the previous clerk and was refused by OCC. The PC will review and re submit a new request.

Kate asked the PC if they are going to answer the remaining questions? Dougie and Christine will work with Kate to ensure all questions are answered and ensure the document is published on the website.

### **3. Public questions, comments or representations**

Emailed received from Giles – Suzanne has been advised by Anne (previous clerk) and the PC will respond in writing in due course.

Giles requested for the meeting to be recorded. Suzanne informed the public that anyone can record the meeting if they wish to however it is not up to the PC to record.

Kate asked for an update on the white gates and flashing sign – Suzanne mentioned this has been discussed at a previous meeting. The PC have requested to be included in OCCs 2025 plan to have the white gates installed. Quotes were obtained and it will cost around £4000 per set which is why the PC have applied for funding. The PC will continue to work on this. Kate suggested perhaps the community could have a fundraising advent to raise the money.

Flashing sign not working – Christine will report again on fix my street.

Another member of the community asked if the PC could make it a priority to get the kids playground fixed before the summer. – The PC will address this later the meeting.

Formally announcing we have 20mph signs – floor markings when will they be changed? Charlotte Ray will speak to Anne as she was looking into this.

Speeding - police urge the public to report any speeding to them. The more reports they receive the more likely it is that something will be done. Report to SODC if waste team are speeding, if possible, get times and days.

An article was published in the bridge magazine regarding the NDO. Nick fielding confirmed he will do everything he can to defend the green belt. He has not been predetermined on any of his decisions and have had discussions with the monitoring officer. The PC are confident they are following the guidelines. How are you representing the community a member of the public asked? Is the NDO a regulatory matter Dougie asked? Discussion needs to be had with the PC regarding this question and Christine McCulloch will follow a response in due course.

Planning application D – a member if the public wished to express their objections as they feel the wall is not in keeping.

### **4. OCC Report to the Parish Council**

Cllr Sam reported

- 48 new affordable social homes which are energy efficient to be built.
- Every November the council count how many rough sleepers there are. This November 9 people were counted in the district which is increasing.
- Changes with council tax refile can be back dated from 6 to 12 months.
- Joint local plan was submitted on the 9<sup>th</sup> December 2024
- 12<sup>th</sup> December new guidance document was published for planning permission.

- Having an up-to-date plan means a lot of appeals will still be dismissed regardless of the 5% buffer.
- Thermal imaging camera available to borrow to check on heat loss in your buildings. You can request this by going on the website. The climate action team would advise on how to use.
- Performing arts grant up to £5,000 per project available. Details on the website on how to apply.
- New council budget being brought on the 13<sup>th</sup> Feb community grants have been increased.

Christine McCulloch asked Cllr Sam about HIF1 road – OCC have put more money into it. 368million into it and should be finished by 2028. Broken into three stages at the stage now of getting contractors into effect.

Culham one site planning application still hasn't been agreed. Residential site not timetabled to start until 2028.

#### 4. NDO

The PC have heard back from the examiner and have been asked to fact check. The PC are not allowed to discuss this with the public until it has been officially published. It will now be sent to an Individual cabinet member for a decision.

#### 5. Councillor Leads

Christine McCulloch thought as we have two new councillors it would be good to discuss roles.

Dougie - recreation grounds.

Rory - taking the lead on communications and supporting Paul with the Culham ambitions.

Nick - traffic

Christine - Planning

#### 6. Village Hall

David unable to attend the meeting. Christine McCulloch attended the last meeting and said the PC are very grateful for the hard work the village hall does. They have a good number of bookings. The sound system needs to be sorted – Dougie will have a look at it.

#### 7. Planning Applications:

- a) **P24/S4070/LDP** - For development work at the following location: Brook Garden, Burcot, OX14 3DP

The application is for: Proposed single storey pool building under Class E of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

**The PC support this application.**

- b) **P24/S4094/LDE** - For development work at the following location: The Burrows, Burcot, OX14 3DP

The application is for: Existing lawful use to confirm use of land as domestic curtilage associated with The Burrows dwelling house.

**The PC have no comments.**

- c) **P24/S3446/FUL** - For development work at the following location: Land in the north of Culham Campus, Culham, OX14 3DB

The application is for: Erection of a security fence, two security huts and a footpath. (As amended by plans and supporting information received (13 January 2025))

**The PC have no comment**

**d) P24/S3499/LDE** - For development work at the following location: 18 Balfour Cottages, Burcot, OX14 3DR

The application is for: Erection of brick enclosure wall to highway frontage. **The PC do not support this application. Christine will write to SODC.**

**e) P24/S3493/HH** - For development work at the following location: 1 Burcot Park, Burcot, OX14 3DH

The application is for: Proposed single-storey extensions and remodeling. (Amended Certificate of Ownership received 10 December 2024). (Amended Plans & Additional Information received 16 December 2024).

**The PC make no comment**

## **8. Traffic, Highway matters & HIF1**

Covered earlier in the meeting.

Dougie suggested engaging with the highways team to see if there is some signage we could get to prevent drivers from running the red lights by the four-way traffic lights. Especially out of Watery Lane.

Christine feels the lights need adjusting by the crossing at the school, which she has reported on fix my street to prevent the children having to wait so long inhaling all the car fumes.

## **9. Recreation ground update**

Dog poo bin – application was submitted by the previous clerk and denied by OCC. The PC will seek some guidance on placement of where one should be, perhaps placed on the verge next to the entrance by the rec. Will clarify what is required and the PC will submit a new application.

Dougie reached out to the stakeholders - play area, social club, nature recovery group, cricket club, tennis club and the scouts. (not heard back from scouts)

Findings so far show that no agreement is in place with anyone. Second assumption is buildings are the PC's responsibility. Access to buildings and insurances need to be considered. Dougie suggested engaging with the community in the March PC meeting to talk about the best use of the rec ground on a whole and what suggestions there are. The PC need to discuss with the charitable trust. Dougie asked can the PC look to engage with the other surrounding parishes to see what do they currently not have, that perhaps we could use to help fund ourselves for the long term. Dougie will engage with the rest of the stakeholders over the next couple of weeks.

The PC have still not had a response back from the Scouts.

Dougie would like to engage with the charity trust to see what funding is available and explore this avenue further.

Christine looked at signage. A survey was done which didn't provide much feedback. She asks who owns the fence and who is responsible for it? Christine suggested dogs must be kept on a lead - Dougie will discuss this at his meeting.

After some deliberation the PC decided to wait until the meeting in March to discuss a sign being made.

#### **10. Wharf**

Replacement of picnic tables – one table needs the four round wooden seats repaired; Christine has looked into repairs but has been advised it is more cost effective to replace. Suzanne asked if this could be combined with the Rec. Nick suggested the picnic benches should be cemented in so they cannot be washed away and made of steel so they will not rot.

A member of the public highlighted that picnic benches are difficult for people with limited mobility and that it would be nice to have a seated area by the river for those with limited mobility. The PC felt this is a very good suggestion and will consider.

#### **11. Defib Training**

Suzanne found the training very beneficial and suggested the PC provide some training for the community. By the close the code needed on the front of the defib has been ripped off. Suzanna will speak with the Ambulance service to obtain some further info regarding training and will report back at the next meeting.

#### **12. Environmental matters**

Flooding update from Kate – £10,000 grant from OCC part of the work is to survey the rest of Watery Lane down to the river. Looking into building dams up the hill and speaking with residents on this. Just to highlight this is not fixing the problem but it's relieving it. Deployed big pump in Watery Lane this evening, the water level dropped to 3 1/2 bricks – initial feedback is the pump has been tested and works great. Dougie suggested ordering some spare parts which he offered to store if need be.

#### **13. Footpaths and Cyclepaths**

Christine informed the PC that the government has removed the subsidy. Christine has asked George Farrant to request funding for the footpaths.

#### **14. Culham Campus Presentation**

Culham Campus would like to come to a PC meeting to give a presentation and have a Q&A session. Christine suggested they come at the annual parish council meeting in March and give a brief talk and perhaps could arrange another event for a talk more focused at the community another time. Paul will speak to them and arrange a meeting.

#### **15. Communication Policy**

Rory is dealing with this, as he is not present this evening it will be discussed at the next meeting.

#### **16. Finance**

##### a) Payments below approved for January

Suzanne Neave Expenses (printing for leaflets)	£64.80
OALC Planning Course	£72.00
Charlotte Ray salary & work from home allowance (Dec & Jan)	£727.13

Gardening work	£76.50
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Approve December's Financial report

#### **17. AOB**

#### **18. Any other business**

Suzanne announced she has accepted a new job, and her workload will be significantly increased therefore she has decided to step down as chair but would like to remain on the council. There will be a vote as to who will replace Suzanne.

Dougie asked can we publish a 12-month meeting agreement in advance, and can we change the day of the meetings to a Tuesday? The PC agree to plan a 12month Calander of meetings which will be published on the website. The PC will need to check with SODC if it is possible to change the day of the meetings. Once this has been confirmed a calendar can be produced.

#### **14. Items for next agenda**

Date of the next meeting is at 7.30pm on Tuesday 4<sup>th</sup> March 2025 which will be held in the Village Hall.

The meeting closed at: 21:39