

MINUTES of Islip Parish Council Meeting  
Islip Village Hall  
**Tuesday 10<sup>th</sup> April 2018 at 7.30pm**

69/18 Present: Mrs D Chapman, Mr P Collins (Chairman), Mrs F Forbes, Mr M Brown, Mr D Price, Mr M Wilkinson (Clerk).

70/18 Apologies: Ms N Richardson, Mr N Wiles

71/18 Minutes: the minutes of the meeting of Tuesday 13<sup>th</sup> March 2018 were approved as amended and signed.

72/18 Matters arising which will not be raised under subsequent agenda items: none.

73/18 District and County Council Reports: Cllr Dan Sames had responded as follows to enquiries raised by Cllr Brown:

Kat Gash is the best person to report the potholes to I think but will double check with Paul Wilson.

The white lines are scheduled for repainting early this financial year. I've already reported these but there was no money in the white lining budget left to do the work last year. I will chase.

I've e-mailed regarding the [accidents at the] junction [of the Kidlington road and the A34 slip road] and have chased for a reply today.

74/18 Changes in Members' interests and declarations of personal or prejudicial<sup>1</sup> interest: none.

75/18 Administrative Matters: 1. Dinner for Previous Chairman: the Chairman is to set a date with his predecessor, Mrs Stephenson, and with Mr Venables, who had previously chaired the Council. 2. AGM and elections: the Clerk noted that he had delivered the election nomination papers to Bodicote House by hand, as required by statute. The five councillors nominated will be elected unopposed 3<sup>rd</sup> May: the Council will therefore have democratic legitimacy. The new term of office starts on Monday 7<sup>th</sup> May, so that those sitting councillors who were unable to complete nomination papers, but who are happy to continue as councillors, may be co-opted at the meeting of 8<sup>th</sup> May, which is the date both of the Annual Parish Meeting and the Council's AGM.

76/18 Financial Matters: the Council accepted the draft accounts previously circulated, which will now be subject to internal audit prior to external audit. The Clerk is to approach Kidlington PC for advice on a putative internal auditor, and is awaiting contact from the new external auditor appointed under the new audit regimen to discover the requirements of the external audit for 2018-19.

77/18 Environment: 1. Flood Management Plan: Cllr Collins reported that the plan is not yet completed. He reminded the Council that the flood warning warden, Mrs Doreen Cole, to whom the Council is grateful, is fully aware of contact details, etc. 2. Litter picking: the Chairman reported that despite the freezing weather, and half-blizzard conditions, a welcome number of villagers, including a number of children, joined the general litter pick-up day 17<sup>th</sup> March. A great number of bags were filled and subsequently promptly collected (along with the

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<sup>1</sup> "one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest"

litter pick-sticks!), the following Monday. The Council warmly thanked all concerned, and asked Cllr Forbes to order six pick-sticks.

78/18 Communications: 1. General Data Protection Regulation: Cllr Forbes and the Clerk are to confirm the agreement of users to the use of their contact details where this is appropriate. The Clerk confirmed the security of councillor details and the electoral roll.

79/18 Traffic, Highways and Footpaths: 1. Pavements/footpaths: the Clerk had asked Mr Matthew Scott of Strutt and Parker, the local agents for the Church Commissioners, for an update on the approach to the Church Commissioners about the putative permissive right of way inside the hedge from the Kidlington road chicane to Mill Lane. He has so far received no reply to this request or to a subsequent reminder. He is to try to contact Mr Scott by telephone. 2. Traffic Group: Cllr Price reported that the cost of the speed gun equipment is nearer £3.5K than the previously estimated £4K, and that Weston on the Green is to contribute one third of the cost. Cllr Price is in the process of the recruitment of volunteer operators of the equipment, and explained that the memory card will be readable by any domestic computer; those found to have exceeded the speed limit will be reported to TVP, who will write to the offenders noting that a second offence will lead to a fine. The local police have been consulted on positioning, etc. The selected equipment is not available for hire, and being solid state is not subject to recalibration. The Council resolved unanimously to purchase the equipment. 3. Structural report on the Ray Bridge: the Clerk is to ask this month for a progress report in accordance with the Council's decision of 13th March. 4. Fingerpost, The Walk: the Clerk has reported the fingerpost on fixmystreet. The response is that OCC will look into the matter in due course, but that this might be some time. Mrs Nudds noted from the floor that the Council had spent £1K on the fingerpost. The Clerk noted that the original fingerpost had apparently been broken by a passing vehicle, as had the replacement: a fingerpost in such a position might therefore be expected perhaps to last some fifteen to eighteen months. 5. Potholes: the Clerk reported that in response to his query as to whether OCC exercises any quality control over pothole repairs, the [repeated] failure of repair to the pothole at the junction of High Street and North Street had been immediately addressed. The Clerk is to try this approach with the potholes at the junction of Middle Street and High Street. 6. Electronic speed indicator: it was reported that the electronic speed indicator at Islip bridge is operational.

80/18 PC Properties: 1. Playing Field: the Chairman has now succeeded in contacting Mr Stewart (who constructed the playground); he is to visit the playground and quote for the reconstruction of the bark pit under the zipwire, etc. The Council should be in a position to choose between alternative approaches to the surfacing at the next meeting. 2. Trees: the Chairman authorised the work to the Council's trees considered essential. The cost is some £1K, pre-authorised by the Council at the March meeting. Mrs Nudds from the floor kindly offered to determine the ownership of trees in a hedge by the allotments.

81/18 Planning: 1. Planning Applications: the Clerk reported on planning applications:

Address	Application number/details	Decision
Anthony Tallack, Hillside Cottage, Wheatley Road	18/00190/F Erection of garden wall to front of property adjoining Wheatley Road -local stone wall 1.8 metre high	CDC approved

2. Strategic Planning: the Clerk reported that two officers from CDC are to attend the May meeting of the Council to discuss Neighbourhood Plans.

82/18 Network Rail: 1. Mural on the pedestrian bridge: the Clerk is to check that Network Rail approves the putative mural on the pedestrian/equestrian bridge before Dr Samuels and the Council test village opinion [short of a referendum] on the matter. It was again noted that the Council has yet to decide whether or not it approves. 2. Network Rail access: the Clerk reported that the matter is ongoing, and that Pellmans begin to fear that Network Rail might be reluctant to pay some of the costs so far incurred by the Council's solicitor: the Clerk had responded that should problems arise, these should be referred to the Council. The Clerk is now to ask Pellmans the approximate cost of registering the land in the PC's name – on the grounds that registration will answer the current problem, and might very well be required should the PC be asked at some time in the future to negotiate the exchange of part of its land for some of that belonging to the Village Hall.

83/18 Village Hall: representation of the PC on the VH management committee is to be put on the agenda for the next meeting.

84/18 Education: there was nothing to report.

85/18 Health: Defibrillator: Cllr Forbes proposed that the Council purchase a defibrillator, to be sited (with the permission of the Village Hall Committee) on the front wall of the Village Hall. The cost of some £2K was approved. It was agreed that charitable funding be sought prior to purchase.

86/18 Public Transport: there was nothing to report.

87/18 Security: there was nothing to report.

88/18 Any Other Business: 1. School crossing: the Council was reminded that the school governors had proved that OCC is responsible for funding a level crossing attendant at the school, but that there had been no takers for the role. It was pointed out from the floor that Carillion are no longer the contractors to the Council, and that the cost of a zebra crossing might therefore have been reduced. Cllr Forbes is to contact OCC for a price. 2. Bottle Bank: the Clerk had contacted Jacobs Inn, the lessees of the Red Lion, about the removal of the bottle bank, and had been informed that waste dumping had led to its removal. The clothing and shoe banks are likely to follow. The Clerk is to write to CDC to ask whether it has a statutory responsibility for the kerbside collection of household waste – including glass. 3. The terrace of the Village Hall: the Clerk had contacted the Village Hall Management Committee about the broken furniture on the terrace: the VH is to replace it. He had also asked about the possibility of a bottle bank on the VH car park, but had received no response. It was noted that the siting of a bottle bank tends to attract dumping. 4. Big Bike Ride: the Chairman reported that 50% of the proceeds of the Big Bike Ride had been passed to Graham Davison, Treasurer of the St Nicholas PCC, amounting to £5,307.77p. 5. Sewage Pumping Station: the Council was asked from the floor why and for how long are lorries to pump sewage from the pumping station. The Clerk is to contact Thames Water.

89/18 Date of the next meeting: the Parish Council will next meet on Tuesday 8<sup>th</sup> May 2018 at 7.30pm in the Village Hall.

90/18 The Meeting Closed at 9.15pm.

MINUTES of Islip Parish Council Annual General Meeting

Islip Village Hall

**Tuesday 8<sup>th</sup> May 2018 at 7.30pm**

90/18 Present: Mrs D Chapman, Mr P Collins (Chairman), Mrs F Forbes [co-opted – minute 96/18 1 below], Mr M Brown, Mr D Price, Ms N Richardson, Mr M Wilkinson (Clerk).

91/18 Apologies: none.

92/18 Minutes: the minutes of the meeting of Tuesday 10<sup>th</sup> April 2018 were approved as amended and signed.

93/18 Matters arising which will not be raised under subsequent agenda items: none.

94/18 District and County Council Reports: Cllr Tim Hallchurch attended the meeting, noting that CDC had barely changed following the recent election. He noted that Cllr Sames (OCC) might have funds available for the work needed on the playground; the Chairman is to follow this up. Cllr Hallchurch suggested that the PC consider carefully the preparation of a Neighbourhood Plan. CDC officers Sunita Burke and David Peckford kindly attended the meeting, to present the advantages of neighbourhood planning. In response to questions from Cllr Richardson, it was confirmed that

1. neighbourhood Plans are constrained by district council local plans;
2. the CDC local plan currently excludes to date any development in the Green Belt (despite the proposals for Kidlington/north Oxford);
3. Islip is entirely within the Green Belt;
4. development of even brownfield sites (such as the Oil Dump) within the Green Belt is not permissible under the current local plan;
5. neighbourhood plans are extraordinarily time and energy consuming, costly, and not long-lasting – five to ten years being the optimal life of a plan;
6. the documented backing of the village for limited development of the Oil Dump is sufficient to allow the Council to continue to support this limited development.

The CDC officers noted, however, that the limiting factors are not set in stone, and also made reference to rural exception planning, which sets demanding conditions. The Council agreed that it would await the outcome of the various re-writes of national and local policy before any action is taken; the possibility that REP might apply to the putative development of the Oil Dump is to be investigated by Cllr Richardson [contact: Fiona Brown, CDC]. Cllr Hallchurch and the CDC officers were warmly thanked for their contribution to the meeting.

95/18 Changes in Members' interests and declarations of personal or prejudicial<sup>1</sup> interest: the Chairman proposed and it was agreed that the acceptance of office forms and the statements of interest for the new Council are to be completed at the next meeting.

96/18 Administrative Matters: 1. Election of officers: it was proposed, seconded and unanimously approved that Dr Peter Collins be elected Chairman Dr Collins accepted his

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<sup>1</sup> "one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest"

election. It was proposed, seconded and approved that Ms Fiona Forbes be co-opted onto the Council; Mrs Forbes was then elected Deputy Chairman. Mr Nathan Wiles was not present at the meeting: the Council hopes to co-opt Mr Wiles at its next meeting on the understanding that he is willing to continue as a councillor. 2. Elections and co-option: the Clerk noted that the five councillors nominated for election were elected unopposed 3<sup>rd</sup> May, so that the Council has statutory democratic legitimacy. Co-option is in accordance with statutory requirements, so that co-opted councillors, too, have democratic legitimacy.

97/18 Financial Matters: 1. Accounts '17-18: the Clerk reported that he had approached Kidlington PC for advice on a putative internal auditor, and that the charge for the service would be £200. It was agreed that the Chairman would enquire of the village whether someone sufficiently qualified might be happy to undertake the internal audit. The Annual Return to be submitted for 2017-18 is similar to that previously submitted; this includes the requirement that an internal audit be carried out and documented. 2. Ray Bridge electricity sub-station lease: the Clerk had been contacted on behalf of Scottish & Southern Energy Plc about the renewal of the sub-station lease; the Clerk had asked for more information, as when the matter had previously been raised, some few years ago, it had been inconclusive. 3. Clerk's pay: the Chairman proposed and it was agreed that this be raised at the next meeting.

98/18 Environment: 1. Flood Management Plan: the Chairman had nothing to report. 2. Sewage pumping: the Clerk had contacted Thames water, and been assured that the extraction of sewage by lorry from the pumping station by the Ray Bridge has ended; this was confirmed from the floor. 3. Kerbside collection of glass: the Clerk reported that Cherwell District Council previously operated the glass recycling facility at the Red Lion, which was removed at the request of Jacobs Inn. A CDC notice asking for alternative sites was apparently not brought to the PC's attention. When asked whether CDC had a statutory obligation for the kerbside collection of glass, CDC's response that the provision of recycling facilities discharges its responsibility. The Council is to discuss the possibility of establishing an alternative site for a bottle bank, but is aware that such a facility can be noisy and can attract waste dumping.

99/18 Communications: 1. General Data Protection Regulation: Cllr Forbes reported that GDPR considerations are to be applied in the case of the Islip Directory. The Council understands that the info4islip data is acceptably kept under GDPR as long as it is used for the designated purpose.

100/18 Traffic, Highways and Footpaths: 1. Pavements/footpaths: the Clerk reported that Mr Matthew Scott of Strutt and Parker, the local agents for the Church Commissioners, had not replied to his emails and reminders asking about the putative permissive right of way inside the hedge from the Kidlington road chicane to Mill Lane, on land owned by the Church Commissioners. The Clerk had contacted Cllr Dan Sames, OCC, about the possibility of culverting the ditch along the road to Mill Lane, and backfilling with gravel, etc, to form a french drain, making a footpath alongside the highway. Cllr Sames is to make enquiries. 2. Traffic Group: Cllr Price is to pass the specification of the speed gun equipment to the Clerk, who will order the equipment. Cllr Price noted that recalibration of the speed gun, if requested, would cost £200. 3. Structural report on the Ray Bridge: the Clerk had reminded OCC's bridge engineer on 26<sup>th</sup> April, but had so far received no reply. It was reported from the floor that the bridge superstructure is now falling into a dangerous state of disrepair. The Clerk is to bring this to the engineer's attention. 4. Potholes: the Clerk reported that he had photographed the road surface at the junction of Middle Street and High Street, and submitted this, as Clerk, to fixmystreet. 5. Zebra crossing: Cllr Price noted that once the Council had completed its work

on the speed gun, it might turn its attention to the provision of a zebra crossing by Dr South's School.

101/18 PC Properties: 1. Playing Field: the Chairman reported that Mr Stewart (who constructed the playground) had visited the playground, and quoted for work. The Chairman is to ask for a revised quotation. Cllr Brown noted that the latch on the playground gate had been broken off. The Chairman is to look into this and its replacement. 2. Trees: the Chairman reported that work on the Council's trees had started.

102/18 Planning: 1. Planning Applications: there was nothing to report. 2. Strategic Planning: see minute 94/18 above.

103/18 Network Rail: 1. Mural on the pedestrian bridge: the Clerk reported that it could not yet be confirmed that Network Rail has approved in writing the putative mural on the pedestrian/equestrian bridge. It was again noted that the Council has yet to decide whether or not it approves. 2. Network Rail access and ownership of recreation ground: it was agreed that the Clerk should determine the approximate cost of registration of ownership of the playing field, and should check with the village archives and with the original mortgage provider whether the deeds or other proof of ownership is in evidence.

104/18 Village Hall: representation of the PC on the VH management committee is to be put on the agenda for the next meeting.

105/18 Education: there was nothing to report.

106/18 Health: Defibrillator: Cllr Forbes noted that a BHF grant is available towards the cost of a designated defibrillator, providing that the applicant can provide £600. The Clerk reported that the Village Hall had agreed in principle that the defibrillator be fixed to the wall of the VH, a precondition of grant application. Once a decision is made as to which defibrillator and cabinet are to be purchased, the Clerk is to order these in conjunction with an application for the BHF grant.

107/18 Public Transport: there was nothing to report.

108/18 Security: there was nothing to report.

109/18 Any Other Business: 1. Oxford/Cambridge expressway: the Chairman noted that local councils were lobbying against the possibility of the route crossing Otmoor, and it was agreed that the Council should support this lobbying. 2. Date of October meeting: the Clerk is to write to the co-ordinator of the Good Neighbour Scheme to confirm that the PC is unwilling to change the date or location of its October meeting.

110/18 Date of the next meeting: the Parish Council will next meet on Tuesday 12<sup>th</sup> June 2018 at 7.30pm in the Village Hall.

111/18 The Meeting Closed at 9.15pm.

MINUTES of Islip Parish Council Annual General Meeting

Islip Village Hall

**Tuesday 12<sup>th</sup> June 2018 at 7.30pm**

112/18 Present: Mr P Collins (Chairman), Mrs D Chapman, Mrs F Forbes, Mr D Price, Ms N Richardson, Mr N Wiles [co-opted – minute 119/18 1, below], Mr M Wilkinson (Clerk).

113/18 Apologies: Mr M Brown.

114/18 Minutes: the minutes of the meeting of Tuesday 8<sup>th</sup> May 2018 were approved as amended and signed.

115/18 Matters arising which will not be raised under subsequent agenda items: none.

116/18 District and County Council Reports: Cllrs Hughes (CDC) and Sames (CDC and OCC) reported – in the main on the Oxford/Cambridge expressway. The corridor within which the road might run has yet to be selected, and although action groups are forming, action is necessarily limited before a putative corridor route is identified. Cllr Sames noted that that he is pursuing the village's reports of potholes, particularly those at the junction of Middle Street and High Street, and that he holds funds available for grants to parish councils. The Council is to follow this up in respect of several upcoming village projects.

117/18 Changes in Members' interests and declarations of personal or prejudicial<sup>1</sup> interest: none.

118/18 Administrative Matters: 1. Election of officers: it was proposed, seconded and approved that Mr

Nathan Wiles be co-opted onto the Council. 2. Risk Register; Financial Regulations; Standing Orders: in accordance with regulatory requirements, these documents had been circulated to councillors prior to the meeting, and were accepted at the meeting without change. 3. Date of next meeting: the Clerk reported that he would be unable to attend the July meeting. It was proposed and agreed that the next meeting would be 14<sup>th</sup> August 2018 rather than 10<sup>th</sup> July.

119/18 Financial Matters: 1. Accounts '17-18: the Clerk reported that Mr Chris Rippon had kindly undertaken the internal audit. This had saved the Council more than £200 in fees and expenses. The Council hopes to recognise Mr Rippon's contribution in due course. The Council approved the accounts as audited. 2. Annual Governance Statement: The Clerk read out the Annual Governance Statement 2017/18, and this was approved by the Council, and signed by the Chairman. The Clerk noted that because neither the Council's income nor its expenditure exceeded £25K in 2017-18, a Certificate of Exemption from a limited assurance review [i.e., an external audit] is to be submitted. This saves the Council a further £200 in audit fees. The Chairman signed the Certificate of Exemption. A condition of the exemption is that a full statement of the Council's accounts be posted on the website, including the internal audit report. This will be done. 3. Ray Bridge electricity sub-station lease: the Clerk reported that he had heard nothing further from Scottish & Southern Energy plc about the renewal of the substation lease. 4. Clerk's pay: the Clerk left the room for this item. The Chairman had asked the Clerk to record his hours for the quarter November '17 to January '18, and noted that the Clerk had undertaken the work previously carried out by the finance officer. It was proposed and agreed

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<sup>1</sup> "one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest"

that the Clerk's salary be increased to include the equivalent of the costs of the previous finance officer, some £750. The Clerk, informed of this, thanked the Council.

120/18 Environment: 1. Flood Management Plan: the Chairman had nothing to report. 2. Dog Fouling: a villager had complained that visitors from outside the village were now letting their dogs run free on the playing field. The Chairman noted that limited options are available to the village, but that it might be time, anyway, that the Clerk should remind villagers of their duty to each other, and that, as regards visitors to the village, he would arrange for an increase the number of notices at the entrances to the playing field. 3. Best-kept Front Garden competition: the Chairman had walked the village with Mrs Sue Bedwell, who kindly judges the competition. A shortlist and winner have been selected - to be announced at the Village Fête at 4pm on the 7<sup>th</sup> July, when the prize and the cup will be presented by Mrs Bedwell.

121/18 Communications: 1. General Data Protection Regulation: Cllr Forbes reported that the preparation of the revised Village Directory to be posted on the website is a slow process, because those likely to be included are not always prompt in replying to her attempts to comply with the new General Data Protection Regulation.

122/18 Traffic, Highways and Footpaths: 1. Pavements/footpaths: the Clerk reported that Mr Matthew Scott of Strutt and Parker, the local agents for the Church Commissioners [CC], had telephoned to discuss the putative permissive right of way inside the hedge from the Kidlington road chicane to Mill Lane, on land owned by the CC. He said that the CC would definitely be prepared to consider a permissive right of way within the CC field to the south of the Kidlington Road, as previously specified, but asked whether the option of using the verge had been explored. The Clerk explained that the Parish Council [PC] had approached Oxfordshire County Council [OCC] some ten years ago, and been quoted a prohibitive price of some £43K for the work - to be carried out by OCC contractors. However, the Clerk had recently been in touch again with OCC, as the Highways Authority, to ask whether the PC might lay a French drain in the ditch up to Mill Lane, thus providing a walkway, but continuing to drain both the road and the CC land to the south. OCC replied that the CC as landowners would have to approve. Mr Scott said that the CC would approve, and that an exchange of letters would be sufficient to the purpose.

From the floor, it was suggested by the CC's tenants, Messrs Henman, that the French drain option would almost certainly prove unsatisfactory, but that they would be happy for the first option to be pursued, providing that the privacy of the nearest dwelling be observed, and care be taken to fix the fence such that the hedge might be cut from inside the field as now. They would also need to be allowed to close the footpath should crop-spraying be required. The Council agreed willingly to these conditions, and thanked Messrs Henman for their complaisance. The Clerk is to write again to Mr Scott.

2. Traffic Group: Cllr Price reported that the speed gun and ancillary equipment had been delivered. He is to proceed, with the Traffic Group, preparation for its use, including the erection of official signs noting that a speed camera operates in the village. Cllr Price proposed and it was agreed that a general warning be issued to local parish councils, info4islip, and so on, prior to the initial use of the equipment. This was agreed. 3. Structural report on the Ray Bridge: the Clerk reported that OCC's bridge engineer had contacted him 1<sup>st</sup> June to explain the current position:

ongoing monitoring has not identified any significant further deterioration in the bridge's condition. We have recently concluded that there is probably only one long term structural solution available to us regarding this bridge, and that would involve reducing the width



available to traffic down to a single lane along the length of the bridge, and ideally could, as part of this work, incorporate measures that enhance pedestrian safety at the same time.

We are therefore currently looking into the feasibility of permanently signalling the bridge, mainly in technical and traffic flow capacity terms initially, and will be getting in touch when this work has been progressed sufficiently for us to be in a position to meaningfully consult with your Council and any other relevant stakeholders on the viability and acceptability of this option. You may therefore see activities such as traffic surveys being undertaken in due course.

From the floor it was noted that this would be a great relief to local farming, as a thirteen-tonne absolute limit would have been a serious blow to their businesses. It was asked whether the physical barriers would prevent the passage of wider vehicles, such as combine harvesters. The Chairman noted that OCC had promised meaningful consultation once its proposals had hardened, and that discussion could be pursued at this point. It was noted that action will have to be taken by OCC, because the structural weakness of the bridge must on simple engineering grounds be addressed.

4. Potholes: see minute 118/16 above. 5. Zebra crossing: Cllr Forbes noted that Dr South's School was interested in a zebra crossing, but that it had stepped back in view of the putative cost quoted – between £19K and £30K plus. Cllr Price noted that once the Council had completed its work on the speed gun, it might turn its attention to the provision of a zebra crossing by Dr South's School, particularly with a view to any charitable support that might be available.

123/18 PC Properties: 1. Playing Field: the Chairman reported that Mr Stewart (who constructed the playground) had visited the playground, and quoted for work. The initial costings were attractive, but regular remedial work would be required. The higher costings of another supplier for a surface similar to that used by the School might be a better option, given a five-year guarantee. Cllr Richardson noted that the school's surfaces had proved very satisfactory. It was agreed that the Chairman should investigate the possibility of grant funding for the more expensive option. 2. Trees: the Chairman reported that work on the Council's trees had started, and that the dead tree on the Village Green, Lower Street, had been felled. 3. Pavilion: the Clerk reported that the Sports Association has now applied to the Council for financial help in the repair and upgrade of the pavilion flooring. The Clerk noted that the pavilion had been built by the PC (with grant money assistance), to promote sport on the playing field, and that the pavilion had been gifted to the Village Hall when it was realised that it had been built on VH land. The PC meets half the cost of mowing the playing fields, as this is a village facility not dedicated exclusively to organised sport. The cricket club does receive contributions now from Bletchingdon cricket club, but ploughs its income back into the maintenance of the pitch, sightscreens, junior coaching, etc. From time to time the PC has helped fund projects in the VH proper (e.g. stage curtains, the projector) and in the pavilion (showers) – again, promoting village interests. The anticipated cost of the work needed is some £3K. The Council agreed to make an initial donation of £1K to the Sports Association, in the hope that this will spur the generosity of other donors, but that the Sports Association might return to the PC once it had realised its fund-raising potential. It was suggested, too, that sources of funding, such as the Village Shop, ought to be approached.

124/18 Planning: 1. Planning Applications: Cllr Wiles reported on the planning applications. The Council agreed to offer no objections to the proposals, subject to neighbours' submissions to be taken into account:

Address	Application number/details	Decision
Mr & Mrs Searle 38, Kidlington Road	18/00887/F single storey rear extension and loft conversion	No objection, neighbours' submissions to be taken into account
Ms K Campbell 4, Collice Street	18/00911/F variation of 18/00184/F change material from natural Cotswold slate to reproduction on rear elevations	No objection, neighbours' submissions to be taken into account

It was noted that in respect of 18/00887/F, the loft conversion faces to the north, and in the case of 18/00911/F, that the neighbouring properties had been similarly roofed, and that there was a timing and ecological case for the use of such materials. 2. Strategic Planning: the Chairman noted that at the Charlton-on-Otmoor meeting on Monday, there was a recognition that the three corridors put forward as potentially carrying routes for the Oxford/Cambridge expressway (which, he noted, is a motorway by any other name) were divisive: to support the integrity of Otmoor is likely to disrupt, say, Islip, Hampton Poyle, etc, should an upgrade of the A34, or a road parallel to the A34 be selected. It was agreed that the Chairman write a note to Chris Grayling and others, explaining that the current strategy of looking at three broad corridors without the need of a strategic environmental assessment was perverse, served only to divide and rule the local opposition, and was not transparent government: Islip PC favours a public enquiry into the need for an expressway over and above the rail link already in development between Oxford and Cambridge, and considers that the Public Enquiry could also adjudicate on the corridors and routes should that be required. This would bring some much needed transparency and local voices into the process of evaluation.

125/18 Network Rail: 1. Mural on the pedestrian bridge: Cllr Wiles is to ask Network Rail for explicit approval of the murals – which are still subject to a decision by the Council as to whether or not it approves. Once this is received, the views of villagers will be canvassed by various means. Ms Judith Samuel reported that those who visited the art show in the Village Hall were very much in favour, although she agreed that this would have been a self-selecting group. Cllr Wiles noted that he himself,

for example, is not in favour of the decoration of the bridge. 2. Network Rail access and ownership of recreation ground: the Clerk has written to Manches, solicitors, because he had discovered a reference to the deeds in a note on the involvement of Manches in an earlier village matter.

126/18 Village Hall: Cllr Chapman volunteered to represent the PC on the VH management committee.

The Council thanked her warmly. The Clerk is to inform the Chairman of the Village Hall Committee.

127/18 Education: there was nothing to report.

128/18 Health: Defibrillator: it was decided that the multi-purpose (child and adult) defibrillator be chosen, and that on the grounds of safety (prevention of any abuse of the defibrillator), a locked cabinet would be used. The Clerk is to order these in conjunction with an application

for the BHF grant. Cllr Forbes noted that a BHF grant is available towards the cost of a designated defibrillator, providing that the applicant can provide £600. The Clerk reported that the Village Hall had agreed in principle that the defibrillator be fixed to the wall of the VH, a precondition of grant application

129/18 Public Transport: there was nothing to report.

130/18 Security: there was nothing to report.

131/18 Any Other Business: 1. Bouncy castle and bungee run: The Clerk reported that a request had been received in relation to a Village Hall booking to erect a bouncy castle and bungee run on the playing field during the afternoon of 23<sup>rd</sup> June, when a cricket fixture is set. The Council agreed that the castle and bungee run might be erected east of the bonfire site – by the hedge on Church Lane – at the users' risk. 2. Weeds growing on pavements: Cllr Forbes reported a complaint about weeds sprouting on village pavements. Responsibility for keeping the pavements clear is to be investigated.

132/18 Date of the next meeting: the Parish Council will next meet on Tuesday 14<sup>th</sup> August 2018 at 7.30pm in the Village Hall.

133/18 The Meeting Closed at 10.00pm.

MINUTES of Islip Parish Council Annual General Meeting

Islip Village Hall

**Tuesday 14<sup>th</sup> August 2018 at 7.30pm**

134/18 Present: Mr P Collins (Chairman), Mr M Brown, Mrs F Forbes, Mr D Price, Mr M Wilkinson (Clerk).

135/18 Apologies: Mrs D Chapman, Ms N Richardson, Mr N Wiles.

136/18 Minutes: the minutes of the meeting of Tuesday 12<sup>th</sup> June 2018 were approved as amended and signed.

137/18 Matters arising which will not be raised under subsequent agenda items: none.

138/18 District and County Council Reports: none.

139/18 Changes in Members' interests and declarations of personal or prejudicial<sup>1</sup> interest: none.

140/18 Administrative Matters: 1. Dinner for previous Chairman: the chairman is to discuss this with previous office-holders, and will report to the Council in due course.

141/18 Financial Matters: 1. Accounts '17-18: the Clerk reported that Mr Chris Rippon, who had kindly undertaken the internal audit, had expressed the wish that this be regarded as pro bono. The Council thanked Mr Rippon for this service to the village. 2. Ray Bridge electricity sub-station lease: the Clerk reported that he had again heard nothing further from Scottish & Southern Energy plc about the renewal of the sub-station lease. 3. Accounts: the Clerk reported that he had submitted the certificate of exemption to the external auditor, and had arranged for the publication of the accounts on the village website in accordance with statutory requirements. 4. Purchase of wicket covers: the Clerk reported that with the approval of the Chairman, wicket covers had been purchased for the village cricket club. The cricket club had since made a contribution of £3,550 to the cost.

142/18 Environment: 1. Flood Management Plan: the Chairman had nothing to report. 2. Best-kept Front Garden competition: the Chairman reported that he had arranged for the necessary extension of the cup plinth, and that the winners, announced at the Village Fête on the 7<sup>th</sup> July, were Justin and Lindsay Stead.

143/18 Communications: 1. General Data Protection Regulation: Cllr Forbes reported that the work on the revised Village Directory continues. Mrs Stephenson is to provide a copy of the Islip Directory 2016 in electronic format.

144/18 Traffic, Highways and Footpaths: 1. Pavements/footpaths: the Clerk reported that he had informed Mr Matthew Scott of Strutt and Parker, the local agents for the Church Commissioners [CC], of the approval given by Messrs Henman to a permissive right of way inside the hedge from the Kidlington road chicane to Mill Lane, on land owned by the CC. Mr Scott had said that the CC would approve, and that an exchange of letters would be sufficient to the purpose. The Clerk had asked whether the CC would like to specify the form of the path: he had received

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<sup>1</sup> "one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest"

no reply. 2. Traffic Group: Cllr Price reported that the use of the speed gun had been practised. The supplier had suggested that a dedicated computer be used to store and transmit the appropriate data. The Council is to take advice, and then purchase the additional equipment, for which funds have already been provided. It is proposed to start to use the equipment in earnest 1<sup>st</sup> September, once the kit is complete, and the police camera in operation signs have been fixed. The Clerk is to notify the village of this by means of the Three Parishes News and info4islip. It was noted that those vehicles exceeding the speed limit would be reported to Thames Valley Police [TVP], who will write to the offenders. The police have stated that the speed gun may be operated anywhere within the village. Any further speeding recorded anywhere within the TVP area will, depending upon the seriousness of the offence, result in prosecution.

Offenders found guilty will attract a fine – with points on the licence: there will be not be the option to go on a TVP corrective training course, as the offender will, by definition, have offended at least twice.

3. Structural report on the Ray Bridge: Cllr Price reported that the traffic surveys to be carried out on the bridge have yet to be done. When the work is at last to be addressed, signage on the Wheatley Road approach to the village is to be improved. 4. Potholes: Cllr Price reported that he is to address the need for resurfacing at the junction of the High Street with North Street and with Middle Street. 5. Minidigger traffic: Cllr Price reported that he had received complaints from villagers about the noise generated by mini-diggers carried on trailers through the village. He had tracked down the firm, and discovered that the diggers are in use in fibre-optic work in the area. He has been promised that the drivers will be more considerate in driving through.

145/18 PC Properties: 1. Playing Field: (i) Safety: the Chairman reported that the recent ROSPA report on the playground had noted the need for bark under the zip-wire. The Chairman proposed and it was agreed that bark be purchased; this will allow the pursuit of charitable funding towards the £16K cost of permanent safety surfacing in certain areas of the playground. The Chairman had so far applied to Cllr Sames (OCC) for a grant of £1K towards the project. (ii) Ownership: the Clerk reported that he had received Terms of Business from Pellmans, and a Statement of Truth about the pursuit of the deeds. These are to be completed, signed and returned. 2. Trees: the Chairman reported that he is to check that the work on the Council's trees is complete, and, if not, to arrange for its completion.

146/18 Planning: 1. Planning Applications: the Clerk reported that no planning applications had been received. 2. Strategic Planning: (i) the Oxford/Cambridge expressway: the Chairman noted that as a result of the Charlton-on-Otmoor meeting about the three corridors put forward as potentially carrying routes for the Oxford/Cambridge expressway, a joint working group is to be formed in which he had expressed an interest on the part of the Council. Cllr Price noted that the champion of the scheme, who is also the MP for Milton Keynes, has confirmed government backing for the rail link, but has suggested a hesitation on the expressway: he has now been promoted to the whips' office, so will probably resile from his championship. (ii) Village Plan – CDC's rural exception site policy: Cllr Richardson was not present to report.

147/18 Network Rail: 1. Mural on the pedestrian bridge: Cllr Wiles reported by correspondence he has received no response from Network Rail to his request for explicit approval of the murals (which are still subject to a decision by the Council as to whether or not it approves). Once this is received, the views of villagers will be canvassed by various means. In the meantime questions about the responsibility for maintenance, etc, of any artwork are to be raised with Network Rail. 2. Network Rail access and ownership of recreation ground: the Clerk reported that Manches, solicitors, do not hold the deeds.

148/18 Village Hall: Cllr Chapman was not present to report.

149/18 Education: there was nothing to report.

150/18 Health: Defibrillator: the Clerk reported that the multi-purpose (child and adult) defibrillator selected by the Council in a locked cabinet had not been ordered from BHF because the BHF terms of grant required an open cabinet, and the grant application form asked for a statement on the need for grant: the Clerk felt that the Council would be hard-put to justify its application for grant given its cash reserves. This was agreed. Cllr Forbes is to bring a recommendation to the Council.

151/18 Public Transport: there was nothing to report.

152/18 Security: the invitation to refill salt bins prior to the winter was reported. The Chairman is to check levels.

153/18 Any Other Business: 1. Litter bin Lower Street: the Clerk reported that the volunteer litter-picker for Lower Street, Mrs Sally Wale, had asked that the litter-bin on the Village Green, Lower Street, which had been lost to floodwater, be replaced. Mrs Wale was thanked for her work in Lower Street, and the Clerk was instructed to contact CDC about a replacement bin. 2. Millennium Walk sign and stile: the Clerk reported that the sign, on Cross Tree Green, had fallen into disrepair; the cost of refurbishment by

Kidlington Joinery is £170: it was agreed to commission the refurbishment, and that the Clerk investigate the clearance of vegetation on the Cross Tree Green side of the Red Lion boundary wall. The Clerk is to arrange for the stabilisation of the stile at the weir on the Millennium Walk. 3. Fly-tipping: the Clerk reported that a single mattress and a sizeable piece of foam had been dumped in Mill Lane, and had been moved into the New Burial Ground car-park to discourage imitators. CDC had been informed. 4. Sports Association: the Chairman reported that the Sports Association proposed to dissolve itself, as there is now only one sports club [Islip Cricket Club]. The Chairman is to discover the rights and responsibilities of the Sports Association before its rôle is taken on by the Council.

154/18 Date of the next meeting: the Parish Council will next meet on Tuesday 11<sup>th</sup> September 2018 at

7.30pm in the Village Hall.

155/18 The Meeting Closed at 9.15pm.

MINUTES of Islip Parish Council Meeting  
Islip Village Hall  
**Tuesday 11<sup>th</sup> September 2018 at 7.30pm**

156/18 Present: Mrs D Chapman, Mrs F Forbes (Acting Chairman), Mr D Price, Ms N Richardson, Mr N Wiles, Mr M Wilkinson (Clerk).

157/18 Apologies: Mr P Collins, Mr M Brown.

158/18 Minutes: the minutes of the meeting of Tuesday 14<sup>th</sup> August 2018 were approved and signed.

159/18 Matters arising which will not be raised under subsequent agenda items: none.

160/18 District and County Council Reports: Cllr Dan Sames (CDC and OCC) reported that he had met with Cllr Price and the Traffic Group prior to the Council meeting. He is to pursue the restoration of the white lines in the village where these have historically been present [this answered a query from the floor]; this will be carried out in two phases – the central lines and all others. OCC is to apply £120 million from its reserves to major road works, and some of this might be helpful to the village, where resurfacing has been woefully lacking. A grant of £1K has been made in relation to the school playground from the OCC funds at Cllr Sames' disposal. Cllr Sames noted that an announcement of the Oxford/Cambridge Expressway corridor is expected tomorrow, 12<sup>th</sup> September 2018.

161/18 Changes in Members' interests and declarations of personal or prejudicial<sup>1</sup> interest: none.

162/18 Administrative Matters: 1. Dinner for previous Chairman: the Chairman was not present to report.

163/18 Financial Matters: 1. Financial statement to 30<sup>th</sup> September 2018: the Clerk is to circulate the half-year position to Councillors prior to the next meeting.

164/18 Environment: 1. Flood Management Plan: the Chairman was not present to report.  
2. Cheque for best-kept front garden competition: the cheque is to be prepared and passed to the winners.

165/18 Communications: 1. Islip Directory: Acting Chairman Cllr Forbes reported that the work on the revised Village Directory continues, and that Mrs Stephenson has provided a copy of the Islip Directory 2016 in electronic format. 2. Use of cloud for record retention: the Clerk asked for advice on the storage of Parish Council electronic records. Cllr Wiles recommended the use of Google Drive, and kindly offered to walk the Clerk through the system.

166/18 Traffic, Highways and Footpaths: 1. Pavements/footpaths: the Clerk reported that he had emailed and left a telephoned message for Mr Matthew Scott of Strutt and Parker, the local agents for the Church Commissioners [CC], but that Mr Scott had not replied. The Clerk is to continue to telephone, and might in the meantime contact Messrs Henman about the details of the route, as the crop had now been taken off the field. 2. Traffic Group: Cllr Price reported that the speed camera is to operate once the dedicated computer had been purchased, and the police

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<sup>1</sup> "one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest"

notices in place: this is likely to be 1 October. Cllr Price is to advertise this in the Three Parishes Magazine, and the Clerk is to use info4islip to the purpose. Cllr Wiles is to advise the Clerk on the purchase of a dedicated laptop computer for use with the camera. The computer will be for the sole use of the Council. The Clerk was reminded that a further two jackets were required. 3. Structural report on the Ray Bridge: the Clerk had informed the village that the bridge is to close from 17<sup>th</sup> to the 21<sup>st</sup> September for investigative work.

167/18 PC Properties: 1. Playing Field: (i) Safety: the Clerk reported that the bark under the zip-wire has yet to be restored. It is understood that Cllr Sames (CDC) has approved a grant of £1K towards the £16K cost of permanent safety surfacing in certain areas of the playground the project. The grant application is progressing. (ii) Ownership: the Clerk reported that he had contacted Fields in Trust on the advice of Pellmans, and that action necessary to the registration process had been specified by Fields in Trust. This information had been passed to Pellmans. 2. Trees: the Chairman was not present to report.

168/18 Planning: 1. Planning Applications: Cllr Wiles reported that no planning applications had been received. 2. Strategic Planning: (i) Village Plan – CDC’s rural exception site: Cllr Richardson noted that central government had after consultation issued a revised National Planning Policy Framework. This reiterates the principle that Green Belt boundaries should only be altered in exceptional circumstances... Cllr Richardson noted that if the Oil Dump were to be treated as within the green belt, then a high proportion of the proposed development would have to be affordable, although it is possible that as the site is classified brownfield within the green belt, CDC might view any planning application on its merits. (ii) The Oxford/Cambridge Expressway: as minuted above [160/18], Cllr Sames noted that an announcement of the Oxford/Cambridge Expressway corridor is expected tomorrow, 12<sup>th</sup> September 2018.

169/18 Network Rail: 1. Mural on the pedestrian bridge: Cllr Wiles reported that he has received no response from Network Rail to his request for explicit approval of the murals (which are still subject to a decision by the Council as to whether or not it approves). Once this is received, the views of villagers will be canvassed by various means. In the meantime questions about the responsibility for maintenance, etc, of any artwork are to be raised with Network Rail. 2. Chiltern Railways contribution towards the cost of hedge planting on the playing field: Cllr Wiles reported that he had been told that the payment had been made. The Clerk is to investigate.

170/18 Village Hall: Cllr Chapman reported that she had attended a meeting of the Village Hall Management Committee, and touched on the VH matters discussed; the Committee had reiterated its preparedness to accommodate the defibrillator to be supplied by the Council. The Committee had asked whether the Council might consider siting a bottle bank on the Swan carpark; the Clerk noted that the carpark is rented out to the owners of the Swan Inn, bringing in significant income to the Council.

171/18 Education: there was nothing to report.

172/18 Health: Defibrillator: Acting Chairman Cllr Forbes reported that she has been advised that a locked cabinet might be self-defeating, and that there has been no recorded abuse of defibrillators so stored. A defibrillator applied to a healthy individual unnecessarily would cause no harm. She is to seek the advice of the Central Ambulance Service at Bicester before making a recommendation to the Council.



173/18 Public Transport: there was nothing to report.

174/18 Security: there was nothing to report.

175/18 Action Points: Acting Chairman Cllr Forbes noted that the actions had largely been carried out.

176/18 Any Other Business: 1. Litter bin Lower Street: the Clerk reported that he had retrieved the litterbin lost to floodwater from the Village Green, Lower Street, from the River Ray [where it runs by the electricity substation on the Swan car park]. Various other items dumped had also been retrieved and were yet to be disposed of. The litterbin is serviceable, and is to be reaffixed to the telegraph pole on the Village Green. 2. Maintenance requirements: it was agreed that the Clerk should price the clearance of vegetation on the Cross Tree Green side of the Red Lion boundary wall; the clearance of vegetation from the dogbin on North Street; the stabilisation of the stile at the weir on the Millennium Walk; the severe pruning of the prickly bush part-obstructing the walkway down from the Village Hall carpark to the playground. 3. Sports Association: the Chairman was not present to report. 4. Pavement vegetation: the Acting Chairman Cllr Forbes reminded the Council that there is extensive vegetation growing in the village's pavements; she noted that OCC were, given its decreasing budget, is hardly likely to address the matter. It was proposed and agreed that the village should hold a weed-picking day similar to the litter-picking day previously organised by the Chairman, and the hope was expressed that the Chairman would agree to organise it.

177/18 Date of the next meeting: the Parish Council will next meet on Tuesday 9<sup>th</sup> October 2018 at 7.30pm in the Village Hall.

178/18 The Meeting Closed at 8.45pm.

MINUTES of Islip Parish Council Meeting  
Islip Village Hall  
**Tuesday 9<sup>th</sup> October 2018 at 7.30pm**

179/18 Present: Mr M Brown, Mrs D Chapman, Mrs F Forbes (Acting Chairman), Ms N Richardson, Mr M Wilkinson (Clerk).

180/18 Apologies: Mr P Collins, Mr D Price.

181/18 Minutes: the minutes of the meeting of Tuesday 11<sup>th</sup> September 2018 were approved and signed.

182/18 Matters arising which will not be raised under subsequent agenda items: none.

183/18 District and County Council Reports: councillors were not present to report.

184/18 Changes in Members' interests and declarations of personal or prejudicial<sup>1</sup> interest: none.

185/18 Administrative Matters: 1. Dinner for previous Chairman: the Chairman was not present to report.

186/18 Financial Matters: 1. Financial statement to 30<sup>th</sup> September 2018: the Clerk had circulated the half-year position to Councillors prior to the meeting; the current forecast is in line with the amended budget. The Clerk had recently contacted HMRC, who had has a consequence waived a £100 penalty; the Clerk makes payroll payments quarterly, but in future must report notional payroll activity monthly.

187/18 Environment: 1. Flood Management Plan: the Chairman was not present to report. 2. Grant funding for village projects: the Clerk reported that an application for grant of £800 had been made by St Nicholas church to cover the cost of the repair of the Calvary and the surrounding memorial garden. [This was erected by the village in March, 1918, and was the first village war memorial; the monies were raised by the villagers.] The Council decided unanimously to accept the application. 3. Weeding day: the Clerk reported that the Chairman is happy to promote a village pavement weeding day. 4. Quotations sought: the Clerk had sought a quotation for work required to clear vegetation from the Red Lion wall facing Cross Tree Green, from the dogbin on North Street, and from the footpath down from the Village Hall carpark to the playground; and work to fix the loose stile on the Millennium Walk.

188/18 Communications: 1. Islip Directory: Acting Chairman Cllr Forbes reported that the work on the revised Village Directory is close to completion. 2. Use of cloud for record retention: the Clerk reported that following Cllr Wiles' recommendation, he had instituted the use of Google Drive, so that the Council's records in electronic format are now stored both remotely and locally, with the intention of obviating the risk of loss.

189/18 Traffic, Highways and Footpaths: 1. Pavements/footpaths (a): the Clerk reported that Mr Matthew Scott of Strutt and Parker, the local agents for the Church Commissioners [CC], was

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<sup>1</sup> "one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest"

so far entirely unresponsive to enquiries as to how to proceed in this. The Clerk had in the meantime, therefore, contacted Messrs Henman about the details of the route, as the crop had now been taken off the field, and the margin between any fence and the hedge needed for hedge-cutting had been established at six feet. Unfortunately, the Henmans, too, had failed to reply to a suggestion by the Clerk that he meet them on site. The Clerk is to continue to attempt contact. (b) the Clerk reported that a fence post stump was projecting from the Aides Footpath, and that a villager had tripped over it: he is to seek a quote for its removal. 2. Traffic Group: Cllr Price was not present to report, but Mrs Nudds of the Traffic Group reported that the speed camera has been tested in the village. Once the dedicated computer had been purchased, and all four of the police notices are in place (two are already sited), the group will start to use the speed camera in earnest. The Clerk is to be informed and is to alert the village prior to this. Cllr Wiles had advised the Clerk on the purchase of a dedicated laptop computer for use with the camera, and this had now been delivered. The Clerk had also purchased two further jackets as instructed. 3. Structural report on the Ray Bridge: Mrs Nudds advised that Councillor Dan Sames (CDC, OCC), is pursuing the expected report subsequent to the bridge survey. 4. Electronic speed sign: Cllr Brown reported that the Council had not, so far as he was aware, been asked for its contribution of £1K towards the electronic speed sign at the Ray Bridge. The Council agreed that Cllr Brown should remind OCC of this.

190/18 PC Properties: 1. Playing Field: (i) Safety: the Clerk reported that the bark under the zip-wire has yet to be restored. (ii) Ownership: the Clerk reported the he had been advised by Pellmans that the registration process looked to be likely to succeed without mishap, given the profusion of evidence that had been presented. 2. Trees: the Clerk reported that three invoices paid to the contractor are to be checked back to the original quotation. 3. Swan carpark: the Clerk had previously circulated to councillors a request from the owner of the Swan Inn to reconsider the rent payable for the carpark, as the carpark is now used far less by his customers than previously. It was noted that the bar and kitchen of the Swan are no longer in use, i.e. that the Swan is not, and has not for some time, been operated as a public house - a loss of a village amenity which it was hoped might in the future be rectified. It was also noted that the Council has a duty to villagers to uphold the contract: the Council confirmed this unanimously. The Clerk was asked to let the Swan know of the Council's decision.

191/18 Planning: 1. Planning Applications: the Clerk reported that the following planning application had been received, and, given the deadline for response, had been drawn to the attention of the Chairman and Councillor Wiles :

Address	Application number/details	Decision
Mr and Mrs Searle, 38, Kidlington Road	18/01546/F Erection of garden wall to front of property adjoining Wheatley Road -local stone wall 1.8 metre high	Parish Council – no objection, any neighbour's submission to be taken into account

2. Strategic Planning: (i) Village Plan – CDC's rural exception site policy: Cllr Richardson noted that there has been no change in the situation, and suggested that the matter be revisited at, say, six-monthly intervals: this was agreed. (ii) The Oxford/Cambridge Expressway: the Clerk reported that the Chairman had recently attended a meeting at Charlton-on-Otmoor about the selected Oxford/Cambridge Expressway corridor B. He is tonight attending a further meeting at Weston-on-the-Green of a disparate group, including OCC Chairman Ian Hudspeth, and CDC Chairman Barry Wood. He is to report back to the Council on both events.

192/18 Network Rail: 1. Mural on the pedestrian bridge: the Clerk reported that Cllr Wiles had reported no response from Network Rail. 2. Chiltern Railways contribution towards the cost of hedge planting on the playing field: the Clerk had found no trace of receipt. Cllr Wiles was not present to report. 3. Uneven road surface, pedestrian/equestrian bridge: the Clerk

reported that a villager had tripped on the bridge where the road surface changed to the corrugated section recently installed on the bridge proper. Cllr Wiles had provided contact details for Network Rail to the aggrieved party.

193/18 Village Hall: Mr and Mrs Guest of The Monk's Cottage, The Walk, Islip, were invited by the Chairman to address the meeting. They expressed concern about the siting and the putative size of the bonfire 5<sup>th</sup> November. They had been advised to remind the Council and the Village Hall, on the advice of their solicitors, that they would hold the Council responsible for any fire damage to their thatched property arising from the bonfire. Cllr Woods noted that the Council ought if possible to give serious consideration to the concerns of even a single individual affected in such a way. Cllr Chapman reported that she had attended a recent meeting of the Village Hall Management Committee, where the bonfire arrangements had been discussed. The Village Hall Committee organises the bonfire, and consults the Chief Fire Officer on its management. The bonfire is limited in size, consists only of pallets, and is constructed the night before so that extraneous items are not attracted. The Guests suggested that the bonfire be sited on the western boundary of the cricket pitch, but the Council understood that the narrow margin between the cricket pitch and the hedge would not allow this. Cllr Chapman is to raise the Guests' questions with the Chairman of the VH Committee, and to suggest he might discuss matters with the Guests. The Clerk is to write to the Chairman of the VH Committee to ask for confirmation that the VH public liability insurance extends to the bonfire night function, and to check with the Council's own insurer.

194/18 Education: there was nothing to report.

195/18 Health: Defibrillator: Acting Chairman Cllr Forbes reported that she has now been advised by the Central Ambulance Service at Bicester that a locked cabinet with a defibrillator on permanent charge is optimal. The Council agreed that a mid-range defibrillator be purchased at a cost of some £650. Acting Chairman Cllr Forbes is to let the Clerk have details, and he is to place the order.

196/18 Public Transport: Acting Chairman Cllr Forbes noted that details of a putative bus service had only very recently been received: she is to report on this at the next meeting.

197/18 Security: the Clerk reported that subsequent to the info4islp report of a spare wheel stolen in the village, he had been contacted by a villager who had discovered a spare wheel out in the open: the Clerk had passed on the information to the aggrieved party. Cllr Richardson noted that she, too, had happened, out in the open, upon what appeared to be a spare wheel: the Clerk is to inform the aggrieved party of this.

198/18 Action Points: Acting Chairman Cllr Forbes noted that the actions had largely been carried out.

199/18 Any Other Business: 1. Village Shop: Cllr Richardson spoke on shop matters. She noted that Marallyn Smith, a mainstay of the shop, is shortly to retire, to be replaced by a

professional manager; that more volunteers would be welcome (and trained, of course); and that villagers are encouraged to use the shop as much as they can. Any ideas as to what might be desirable changes at the shop, including product lines, are welcome at [islipshop@googlemail.com](mailto:islipshop@googlemail.com)

200/18 Date of the next meeting: the Parish Council will next meet on Tuesday 13<sup>th</sup> November 2018 at 7.30pm in the Village Hall.

201/18 The Meeting Closed at 9.15pm.

MINUTES of Islip Parish Council Meeting  
Islip Village Hall  
**Tuesday 8<sup>th</sup> January 2019 at 7.30pm**

- 1/19 Present: Mrs D Chapman, Mr P Collins (Chairman), Mrs F Forbes, Mr D Price, Ms N Richardson, Mr M Wilkinson (Clerk).
- 2/19 Apologies: Mr M Brown, Mr N Wiles.
- 3/19 Minutes: the minutes of the meeting of Tuesday 13<sup>th</sup> November 2018 were approved and signed.
- 4/19 Matters arising which will not be raised under subsequent agenda items: none.
- 5/19 District and County Council Reports: Cllr Dan Sames (OCC) reported that in collaboration with Cllr Price the planned work on potholes and on white-lining is to proceed in the near future. In response to questions, he noted that until specific routes for the Oxford/Cambridge Expressway are proposed, neither OCC nor CDC has adopted a fixed view on the Expressway. He also noted that OCC's record on recycling is cumulatively the best in the UK. The Chairman thanked Cllr Sames on behalf of the village, for the grant of £1K towards the cost of the refurbishment of the play area.
- 6/19 Changes in Members' interests and declarations of personal or prejudicial<sup>1</sup> interest: none.
- 7/19 Administrative Matters: 1. Agenda for public meeting Oxford/Cambridge Expressway Wednesday 9<sup>th</sup> January: the Chairman outlined the agenda for the meeting; his objective, to inform villagers and to seek their views rather than to express a particular line, was agreed by the Council.
- 8/19 Financial Matters: 1. Draft budget and precept for '19-20: the Chairman thanked the Clerk for having prepared the draft budget. The Clerk noted that the budget is an existing commitments budget, i.e. it is based on the previous year's income and expenditure. It is adjusted to reflect extraordinary items arising in '18-19, and for anticipated extraordinary items in '19-20. The inflation factor used is based on the retail price index. The Chairman noted that Cllr Price might ask for supplementary expenditure on traffic control; that the Council is committed to the installation of a defibrillator and cabinet, at a cost of the order of £1,400 (agreed unanimously by the Council); and that the proposed expenditure on resurfacing parts of the playground has been reduced in line with a reduced specification, which should restore the playground to its original condition. The Clerk noted that budgeted expenditure might be reviewed at any time by the Council. The Council unanimously approved the precept at £19,434; the Clerk is to communicate this to CDC.
- 9/19 Environment: 1. Flood Management Plan: nothing to report. 2. Council funding for village projects: the Chairman noted, in response to a question from the floor, that the Council's current position is that any grant application received by the Council at any time would be dealt

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<sup>1</sup> "one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest"

with on its merits. 3. Weeding day: Cllr Chapman reported that pavement weeds had been removed, to some extent at least, by OCC.

10/19 Communications: 1. Islip Directory: Cllr Forbes had nothing to report.

11/19 Traffic, Highways and Footpaths: 1. Pavements/footpaths (a): the Clerk reported that he had again emailed Mr Matthew Scott of Strutt and Parker, the local agents for the Church Commissioners [CC], proposing to contact the Church Commissioners direct should no response be received. Mr Scott's line manager, Louise Spain, replied the next day, and then only some days later confirmed that the CC had agreed in principle to the proposal:

subject to various conditions, which would include (but not limited to):

- Both the Commissioners and their tenant are content with all stages of the proposal;
- That it is agreed that the path will be a permissive path only;
- The path being of a temporary nature, so that if ever it is necessary, to 'move' the path, it can be [moved]; and
- All works, negotiations etc. are at nil cost to the Church Commissioners.

She had "cc'd Matthew Scott in on this email, as he will be taking this forward when he returns to the office in the new year."

The Council authorised the Clerk to seek specifications and estimates for the work, and to confer with Anthony and Brian Henman (tenants), and Strutt and Parker once these are to hand.

2. Structural report on the Ray Bridge: it had previously been reported that Councillor Dan Sames (CDC, OCC), continues to pursue the expected report subsequent to the bridge survey. Cllr Price asked that the Clerk try to discover what work is proposed on the bridge, and when the fingerpost sign might be restored; this was agreed. 3. Speed limit enforcement: Cllr Price reported that the Ray Bridge approach to the village was the site of much recorded speeding, but that the distance from the 20 mph limit to any site for the camera is insufficient for speed measurement which would satisfy a court. Cllr Price suggested that the 20mph limit be moved back to the top of the hill; this would have police approval, but would cost some £2.4K to cover the cost of the legal requirements and the movement or change of signage. The Council is to consider this further. A proposal by Cllr Price that two police-approved signs be purchased at £300 each was approved unanimously. Cllr Price reported that the speed camera had, in the meantime, malfunctioned, and had been collected by the supplier for examination and repair. 4. White lines: it was suggested from the floor that a white line at the end of Mill Street [by the Causey] would improve safety as those turning into Mill Street from the bridge appeared not to realise that two-way traffic operated there. This was agreed, and is to be taken up by Cllr Price.

12/19 PC Properties: 1. Playing Field: (i) Safety, etc: the Chairman had noted under minute 8/19/ 1 that an estimate of some £3K had been received from Trevor Stewart (who built the playground) to restore the surfacing to the level of the playground's introduction. A grant of £1K towards the cost had been made by Cllr Sames from his discretionary fund. The Chairman proposed that this might be a more cost-effective use of Council funds than to upgrade the surfacing at a gross cost of some £16K: this was agreed unanimously. A request from the floor that the zipwire be taken down was qualified by an appreciation that the Council must act in accordance with the best interests, as it understands them, of the whole village: the zipwire is to stay, but the Chairman is to investigate noise mitigation.

13/19 Planning: 1. Planning Applications: the Clerk reported that notice of the withdrawal of a planning application had been received.

Address	Application number/details	Decision
Mr and Mrs Pauling, 66, Kidlington Road	18/01815/F Extension to rear of house	CDC: proposal withdrawn

2. Strategic Planning: 1. The Oxford/Cambridge Expressway: see minute 7/19 1 above.

2. Neighbourhood Plan: the Chairman suggested that should sufficient support from within the village present itself, then the Council might wish to pursue a Neighbourhood Plan. He noted that the advice given him suggested that the usefulness of such a plan might be limited, and that the cost would be significant; Cllr Richardson noted that such a plan might designate an area for required development, but could not rule out imposed development: neighbourhood plans can be and are overridden – particularly if a planning authority has not sufficient provision for housing within its own plans. It was agreed that the best protection Islip has from undesired development is the Green Belt. Should the Green Belt be overridden in, say, North Oxford, then it is possible that the Green Belt surrounding Islip might become vulnerable; it was suggested from the floor that the reverse might be the case: that if the Green Belt be breached in North Oxford, the remaining Green Belt might be the more strongly defended and protected.

14/19 Network Rail: 1. Mural on the pedestrian bridge: Cllr Wiles had reported to the Clerk that NR had asked for information on materials, etc, for the possible mural on the pedestrian bridge; Cllr Wiles has asked NR for advice. 2. Chiltern Railways contribution towards the cost of hedge planting on the playing field: Cllr Wiles was not present to report.

15/19 Village Hall: 1. Carpark extension: Cllr Chapman, the Council's representative on the Village Hall Committee, had previously reported that the Village Hall understood that the Parish Council had offered to meet the cost of the re-siting of the basketball equipment. The Clerk had now checked the Council's minutes and correspondence, and the Chairman had conferred with the previous chairman. The Clerk noted that the Council had agreed to meet only the costs of any legal fees to be incurred for the land swap to be agreed with the Village Hall, expected to be of the order of some £600.

16/19 Education: Cllr Forbes was not present to report.

17/19 Health: Defibrillator: see minute 8/19 1 above.

18/19 Public Transport: Cllr Forbes is to report on the notice of a putative bus.

19/19 Security: nothing to report.

20/19 Action Points: nothing to report.

21/19 Any Other Business: 1. Cost of public meeting leaflet: the Council approved the expenditure of £12.50 unanimously. 2. Child struck by passing vehicle: it was reported that a child had been struck by a passing vehicle whilst on the pavement at the junction of Church Lane and Church Close. It was agreed that Cllr Forbes ask the school to report to the Clerk any similar incidents. 3. Middle Way sign: Cllr Chapman reported that Thames Water had been seen to damage the street sign at the north end of Middle Way, and had left a pallet by the side of the road. The Clerk is to contact Thames Water.



22/19 Date of the next meeting: the Parish Council will next meet on Tuesday 12<sup>th</sup> February 2019 at 7.30pm in the Village Hall.

23/19 The Meeting Closed at 9.30pm

MINUTES of Islip Parish Council Meeting  
Islip Village Hall  
**Tuesday 12<sup>th</sup> February at 7.30pm**

24/19 Present: Mr M Brown, Mrs D Chapman, Mr P Collins (Chairman), Mrs F Forbes, Mr D Price, Ms N Richardson, Mr N Wiles, Cllr Dan Sames (OCC), Mr M Wilkinson (Clerk).

25/19 Apologies: Mr D Hughes (CDC)

26/19 Minutes: the minutes of the meeting of Tuesday 8<sup>th</sup> January 2019 were approved and signed.

27/19 Matters arising which will not be raised under subsequent agenda items: none.

28/19 District and County Council Reports: Cllr Dan Sames (OCC) offered advice on the road-surfacing work about to be carried out by OCC, and will contact the Oxford Mail prior to the formal introduction of the speed camera. The Chairman again thanked Cllr Sames on behalf of the village for the grant of £1K towards the cost of the refurbishment of the play area, and noted that the specification for the work has been revised: Cllr Sames noted that this would likely be unproblematic, and asked the Council to consider a bid for 2019 funds.

29/19 Changes in Members' interests and declarations of personal or prejudicial<sup>1</sup> interest: Cllr Richardson declared an interest in the item to be discussed under planning applications.

30/19 Administrative Matters: none.

31/19 Financial Matters: none.

32/19 Environment: 1. Flood Management Plan: nothing to report. 2. Volunteer litter picking: the Chairman reported that he had given permission (on the basis of precedent) for a young villager, Mr Max Kidd-May, to pick litter round the village for his Duke of Edinburgh's award: this was approved retrospectively by the Council. 3. Spring Clean: a Spring Clean is being organised by the Environmental Services team at Cherwell District. The Chairman agreed to administer the Council's participation, including materials to be requested from CDC, and the Council agreed that volunteers should meet outside the Red Lion at 2pm on Saturday 23<sup>rd</sup> March.

33/19 Communications: 1. Islip Directory: Cllr Forbes had nothing to report.

34/19 Traffic, Highways and Footpaths: 1. Pavements/footpaths: the Clerk reported that he had gained the tenants' approval of the specification of the path inside the Kidlington Road field up to the new burial ground. This had been passed to Mr Matthew Scott of Strutt and Parker, the local agents for the Church Commissioners [CC], who is to approach the Church

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<sup>1</sup> "one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest"

Commissioners for their approval; once this is received, the Clerk is to seek quotations for the work. 2. Structural report on the Ray Bridge: the Clerk reported that he had emailed the OCC officer with responsibility for bridges. The officer had only recently returned to work. Councillor Dan Sames (CDC, OCC) asked that he be copied in on any correspondence address to OCC on this matter; this was agreed by the Council. 3. Speed limit enforcement: the Council decided to postpone any decision on the proposal by Cllr Price on the movement of the 20mph limit up the Wheatley Road from the Ray Bridge, until the effects of the introduction of the speed camera might be assessed. It was reported that the purchase of two police-approved signs approved by the Council at some £300 each had in fact been effected at a total of some £100 net. It was agreed that enforcement will start on Monday March 4<sup>th</sup>; the village is to be leafleted to this effect. 4. Road surfacing: the Council agreed to leaflet the village on the imminent closure for resurfacing of Middle Street and Mill Street from the Walk to Church Lane.

35/19 PC Properties: 1. Playing Field: (i) Safety, etc: the Chairman reported that he had asked Trevor Stewart (who built the playground) to restore the surfacing to the level of the playground's introduction at an estimated net cost to the village of £3K. A grant of £1K towards the cost had been made by Cllr Sames (OCC) from his discretionary fund. (ii) Ownership: the Clerk reported that it is likely the Council will be given possessory title only to the playing field – on the grounds that it cannot tell the Land Registry where the deeds might now be. Absolute title might be available to the Council in twelve years' time.

36/19 Planning: 1. Planning Applications: the Clerk reported the following planning application had been received:

Address	Application number/details	Decision
D. Paterson, Curtesy House, Mill Street	19/00109/F Conversion of a garage into a living space and replacement of rooflight with a dormer window	No objection, any neighbour's submission to be taken into account.

2. Strategic Planning: (i) The Oxford/Cambridge Expressway: Public meeting Oxford/Cambridge Expressway Wednesday 9<sup>th</sup> January: the Chairman had circulated notes on the presentation made to villagers, incorporating responses from the floor; he had also circulated proposals for action subsequent to the meeting. Both documents were approved by the Council, and are to be published on the Council's website. The action plan is to be published in the Three Parishes Magazine and info4islip, together with a link to the website items. For the foreseeable future, a subgroup consisting of the Chairman, Cllrs Chapman and Richardson, and the Clerk, will meet prior to Council meetings, which will therefore start at the later time of 8pm. The subgroup will be open to all, and report will be made to the Council at the meeting following.

The Chairman noted that he had spoken to the MP, John Howell, who is in favour of the route to the west of Oxford – more than likely using the A34. He understands that the proposed number [of houses] for Oxfordshire is based on that contained in local planning, and is to check on this. Mr Howell expressed a hope that local traffic matters affecting villages such as Islip might be addressed as a corollary of the work, and took the opportunity to again raise the matter of Neighbourhood Plan [Mr Howell is a champion of neighbourhood planning]. The Chairman had suggested that Mr Howell use Islip as an example to show that a plan could be produced in short order, but Mr Howell declined this opportunity. Mr Howell agreed to attend any future village meetings on neighbourhood planning, parliamentary time permitting. The Council agreed to take advice once more on the advantages or not of a neighbourhood plan, bearing in mind that

CDC, too, is understood to encourage neighbourhood plans. Cllr Richardson is to contact Weston on the Green who took three years to put its NP together.

37/19 Network Rail: 1. Mural on the pedestrian bridge: Cllr Wiles reported that NR had decided not to allow murals to be painted on the pedestrian equestrian bridge:

Unfortunately our team have advised that in this case they have decided that they will not grant permission to paint a mural on the inside of the parapets of bridge OXD/43A. I understand that this is not the answer that you were hoping for but we would not usually grant permission to paint on concrete as this can hinder examination of the condition of the structure [email [communications\\_crm@mailgb.custhelp.com](mailto:communications_crm@mailgb.custhelp.com) 1.2.19]

2. Chiltern Railways contribution towards the cost of hedge-planting on the playing field: Cllr Wiles had nothing to report.

38/19 Village Hall: 1. Carpark extension: Cllr Chapman reported that the Village Hall accepted that the Council had agreed to meet only the costs of any legal fees to be incurred for the land swap to be agreed with the Village Hall, expected to be of the order of some £600.

39/19 Education: Cllr Forbes had nothing to report. In response to a question, she noted that OCC had quoted the cost of a zebra crossing outside the school at between £19K and £30K, plus ancillary costs. The Council agreed that desirable though a crossing might be, only external funding (such as that arising from development) would make it affordable. It was noted that OCC had agreed to meet the costs of a crossing person should a volunteer be identified.

40/19 Health: Defibrillator: Cllr Forbes proposed and the Council agreed to purchase a defibrillator and cabinet at a net cost of some £1,500.

41/19 Public Transport: Cllr Richardson reported that a local council had obtained a minibus using lottery funding; in discussion, it was noted that others had rejected the operation of a minibus because of the cost of maintenance and insurance. Cllr Richardson is to follow up with Wendlebury PC.

42/19 Security: nothing to report.

43/19 Action Points: nothing to report.

44/19 Any Other Business: 1. Dates of meeting: the Council agreed not to meet in July 2019, but to meet in August instead. 2. Succession planning: it was agreed that succession planning be on the agenda for the next meeting.

45/19 Date of the next meeting: the Parish Council will next meet (preceded by a short meeting of the Council's Oxford/Cambridge Expressway Group) on Tuesday March 2019 at 7.30pm in the Village Hall.

46/19 The Meeting Closed at 9.30pm.

MINUTES of Islip Parish Council Meeting

preceded by a meeting of the Expressway sub-group [see minute 59/19. 2]

Islip Village Hall

**Tuesday 12<sup>th</sup> March at 7.30pm**

47/19 Present: Mr M Brown, Mrs D Chapman, Mr P Collins (Chairman) [left the meeting at 8.30 pm to attend to family commitments], Mr D Price, Ms N Richardson, Cllr Dan Sames (OCC), Mr M Wilkinson (Clerk).

48/19 Apologies: Mrs F Forbes, Mr N Wiles, Mr T Hallchurch (CDC), Mr D Hughes (CDC)

49/19 Minutes: the minutes of the meeting of Tuesday 12<sup>th</sup> February 2019 were approved and signed.

50/19 Matters arising which will not be raised under subsequent agenda items: none.

51/19 District and County Council Reports: Cllr Dan Sames (OCC) confirmed that roadsurfacing work by OCC will continue from the next financial year. He agreed with Cllr Richardson that given Islip's situation, washed over by the Green Belt, a Neighbourhood Plan would be of limited or no value: any proposal to build in the Green Belt could only be approved by central government's redesignation of the Green Belt. Cllr Richardson had been unable to discover a single council washed over in its entirety by the Green Belt which had a neighbourhood plan. It was noted that John Howell, MP, had agreed to attend any future village meetings on neighbourhood planning, parliamentary time permitting. Cllr Sames was invited to attend, and agreed so to do, particularly should Mr Howell propose a meeting on Friday afternoon, when he normally returns to the constituency. Cllr Sames noted that any bids for next year's minor grants should be in by January 2020.

52/19 Changes in Members' interests and declarations of personal or prejudicial<sup>1</sup> interest: none.

53/19 Administrative Matters: Succession Planning: the Clerk was instructed to discuss succession planning with the Chairman; the Chairman is to report to the next meeting.

54/19 Financial Matters: 1. Cricket Club grant application: the Clerk reminded that Council that had pledged a grant of £1K to Islip Cricket Club, on the understanding that the Club might return to the Council if its other fundraising did not match its needs [minute 123/18.3]. The Club has now asked the Council for a further £900 towards work to repair and upgrade the pavilion flooring. The Council agreed to meet the request. 2. Grasscut costs 2018: the Clerk had received an assurance that the contribution from the Sports Association is to be made shortly.

55/19 Environment: 1. Flood Management Plan: nothing to report. 2. Spring Clean: the Chairman reported that CDC is to deliver the materials requested in time for the Spring Clean starting at the Red Lion at 2pm on Saturday 23<sup>rd</sup> March.

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<sup>1</sup> "one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest"

57/19 Traffic, Highways and Footpaths: 1. Pavements/footpaths: the Clerk reported that he had met Mr Matthew Scott of Strutt and Parker, the local agents for the Church Commissioners

[CC], at Mill Lane, and been assured that the Church Commissioners are highly likely to grant the permissive right of way. The Clerk had passed a copy of the Millennium Walk permissive right of way to Mr Scott at his request. 2. Structural report on the Ray Bridge: the Clerk reported that the OCC officer with responsibility for bridges had informed that Council that the latest report on the bridge was as yet in draft form only (so not subject to Freedom of Information legislation); the likely outcome of either a strengthening of the bridge or the restriction of traffic to a single lane is unlikely to be addressed before 2021. 3. Speed limit enforcement: Cllr Price reported that readings from the speed camera are now being passed to TVP, and TVP are sending out letters. His request for two more police-approved signs approved by the Council at some £150 was approved. Cllr Price is to report the theft of one of the original police signs to the police.

58/19 PC Properties: 1. Playing Field: (i) Safety, etc: the Chairman reported that Trevor Stewart (who built the playground) is to review the work needed in order to confirm his earlier quotation, and then to proceed with the work. (ii) Pitch restoration: Cllr Chapman reported that should the Council approve, Mr Lee Chapman would be happy to restore the goalmouths on the playing field at no charge. The Council approved the proposal, and formally thanked Mr Chapman for his kindness. 2. Swan Inn carpark: the Clerk reported that Mr Ming Yun, for Oxford Sky Ltd, the owner of the Swan Inn, had asked 6<sup>th</sup> March for a same-day assurance that were he to let the Swan Inn as a going concern, the lessee would be able to use the carpark on the same terms as Oxford Sky Ltd. The Clerk had consulted the Chairman, who agreed that he might reply as follows:

You asked for an assurance that if you sublet the Swan, the tenant will be able to continue to use the Swan carpark.

On behalf of the Parish Council, I can confirm that, subject to the approval of the full Parish Council (which I expect will be given on Tuesday 12th March, and which I will confirm for you), you will continue as the leaseholder of the carpark you will be responsible for the payment of the rent you will be responsible for compliance with the terms and conditions of the lease (which responsibility extends to the actions and/or omissions of the tenant)

and that subject to these conditions, your tenant will be free to use the carpark in accordance with the terms of the lease.

The Council approved the communication. The Clerk noted that he had attempted to track down a signed copy of the lease, and had been very kindly advised by Ms Pam Dawson, of Birketts (solicitors for Greene King, the previous lessees of the carpark), that the Land Registry will have a copy of the lease filed, which will be the signed and dated version. The Council noted this.

59/19 Planning: 1. Planning Applications: the Clerk reported the following planning application had been received:

Address	Application number/details	Decision
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Ms K Grant, Church Key Cottage, The Walk	19/00165/LB Replace windows and back door.	No objection, any neighbour's submission to be taken into account.
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2. Strategic Planning: (i) The Oxford/Cambridge Expressway Sub-group report: the Chairman reminded the Council that he had spoken to John Howell, MP, who is in favour of the route to the west of Oxford – more than likely using the A34. Mr Howell had offered to speak to the matter 15<sup>th</sup> March, but the Chairman had felt that this was at too short notice, and alternative arrangements will be made. He noted that SPADE, the Sunningwell Parishioners Against Damage to the Environment hope to form a western alliance to address Expressway matters.

Cllr Chapman introduced Mr David Morris of the village; Mr Morris has agreed to offer what advice he can on ecology and the Expressway, for which the Council formally thanked him. Mr Morris noted that given the magnitude of the proposals and central government control, there seemed to be little hope that the local ecology would prove sufficient to halt the process. Cllr Chapman had contacted the British Romany Gypsy families on the Kidlington Road to alert them the Expressway.

The Clerk noted that he had yet to pursue the means by which the Expressway Action Group (a consortium of councils to the south of Oxford) had gained a consultative rôle in the deliberations of the National Infrastructure Commission on the Oxford to Cambridge Growth Corridor project (the Expressway). The Clerk is to write to the NIC and to Highways England in the first instance.

60/19 Village Hall: Cllr Chapman had nothing to report.

61/19 Education: Cllr Forbes was not present to report.

62/19 Health: Defibrillator: the Clerk reported that the defibrillator and cabinet had been ordered 13<sup>th</sup> February, with a lead-time of 2-3 weeks, but that the items had not yet been delivered. [Correction to Clerk's contribution at the meeting: the Council has not paid in advance for these items.] 63/19 Security: nothing to report.

64/19 Action Points: nothing to report.

65/19 Date of the next meeting: the Parish Council will next meet (preceded by a short meeting of the Council's Oxford/Cambridge Expressway Group) on Tuesday 9<sup>th</sup> April 2019 at 7.30pm in the Village Hall.

66/19 The Meeting Closed at 8.45pm, consequent upon the burglar alarm having been inadvertently activated by those using the main hall: salient items of business had been conducted.