

MINUTES of Islip Parish Council Meeting

preceded by a meeting of the Church Commissioners and Expressway sub-group

Islip Village Hall

The Council met remotely [by Zoom] Tuesday 14th April 2020 at 8.00pm

I certify that these minutes are a true reflection
of the events that took place

date: signed:

70/20 Present [by Zoom or telephone]: Mr M Brown, Dr P Collins, Mrs F Forbes, Mr D Price, Ms N Richardson, Mr N Wiles (Chairman), Mr M Wilkinson (Clerk)

71/20 Apologies: Mrs D Chapman

72/20 Minutes: the minutes of the meetings of **Tuesday 10th March and Tuesday 20th March 2020** were approved and signed.

73/20 Matters arising which will not be raised under subsequent agenda items: none.

74/20 District and County Council Reports: Cllr Sames (OCC) had provided the Clerk with contact details for Thames Water in relation to the contamination by raw sewage of the recent flooding in Mill Street. The Clerk had thanked Cllr Sames, and had written to Thames Water.

75/20 Changes in Members' interests and declarations of personal or prejudicial¹ interest: none.

76/20 Administrative matters: **1. Position of Clerk:** the Clerk suggested an approach to the recruitment of a replacement Clerk in the light of the coronavirus epidemic. This was approved. **2. Financial Regulations; Standing Orders; Risk Register; Good Councillors Guide 2018:** these were approved or received by the Council unanimously. **3. AGM and Annual Parish Meeting 2020:** it was unanimously agreed that the AGM and Annual Parish Meeting would be held as soon as it became feasible.

77/20 Financial Matters: **1. Garden competition award '19-20:** Cllr Collins note that Cllr Chapman had agreed to arrange this. **2. Draft year-end accounts 2019-20; Internal Audit; Governance Statement:** the draft accounts and the governance statement were approved unanimously; the Clerk is to arrange for the internal audit of the accounts, after which the Chairman is to sign them off for submission to the external auditors in accordance with statutory requirements. **3. CDC Covid-19 fund:** it was noted that the Clerk passes information on Covid funds from CDC, etc, to Cllr Forbes and to Sally McQuillan of the *Three Parishes Good Neighbour Scheme (TPGNS)*. **4. Cheques:** the Chairman suggested that the Clerk investigate the possibility of remote approval.

78/20 Environment: **1. Flood Management Plan:** Cllr Collins awaits feedback on the draft flood management plan [see minute 74/20 above]. **2. Re-wilding:** Cllr Chapman had noted that Mill Lane is looking untidy, but that she appreciates that the Council had decided to leave the Lane uncut for the growing season. **3. Parking on verges:** the Clerk reported that a complaint had been received about parking on verges. The Clerk is to ask villagers not to park on verges, as this results in their rapid and unsightly deterioration. He is to report the matter to Oxfordshire County Council (the Highways Authority), and to let villagers know that he has done so.

¹“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”

79/20 Traffic, Highways, and Footpaths: 1. Speed limit zone: it is assumed that work has been suspended given the coronavirus epidemic. **2. Speeding:** it was noted that the lower density of traffic in the village appears to encourage speeding. Cllr Price confirmed that a presence by the speed-camera team is to be maintained.

80/20 PC Properties: 1. Swan Inn carpark: the Clerk reported the quotation received for the replacement of the timber barriers. The Council instructed the Clerk to seek alternative quotes and/or approaches. **2. Parish Council trees:** the Council last arranged a survey of those trees for which it is responsible in 2018. The Clerk is to discover the optimal acceptable frequency of such surveys.

81/20 Planning: Planning Applications: the Clerk reported that he had received no potentially contentious applications.

82/20 Strategic Planning: Greater Islip – Church Commissioners’ and the Oxford/Cambridge Expressway sub-group report: nothing to report.

83/20 Village Hall: Function and funding: Cllr Chapman reported that the new doors for the Village Hall are yet to be hung.

84/20 Health: 1. Training for defibrillator: Cllr Forbes noted that all such training is currently suspended. **2. Coronavirus community response:** Cllr Forbes reported that Sally McQuillan of the *Three Parishes Good Neighbour Scheme (TPGNS)*, and the volunteers supporting the shop were proving both active and resourceful. The Council warmly thanked all those volunteering in the village.

85/20 Security - Neighbourhood Watch: Cllr Forbes had nothing to report

86/20 Any other business: Litter pick and weeding: the litter pick for Saturday 28th March has had to be cancelled. The Council hoped that an autumn litter pick might be possible.

87/20 Date of next meeting: the next meeting of the Parish Council will be held remotely [by *Zoom*] on **Tuesday 12th May 2020 at approximately 7.30pm, preceded by an open meeting of the Expressway and Greater Islip sub-group at 7.30pm**

The agenda will be published seven days prior to the meeting. Residents wishing to raise an issue pertaining to an agenda item are invited to send it in writing to the Clerk at clerkislippe@hotmail.co.uk

Residents wishing to address the Council [remotely by *Zoom*] on any matter are asked to pass their email details to the Clerk at clerkislippe@hotmail.co.uk in good time prior to the meeting.

the possibility had been overtaken in the event by a third party's having opened a page accessible to villagers: the Council will neither control nor monitor this.

98/20 Traffic, Highways, and Footpaths: 1. Speed limit zone: Cllr Price asked Cllr Sames whether work is suspended given the coronavirus epidemic; Cllr Sames is to enquire if no progress is made.

99/20 PC Properties: 1. Playground: Cllr Collins reported that some of the repair work needed has been done, but that the work is as yet incomplete. 2. Anti-social behaviour on the playing field: the Clerk had received a report of antisocial behaviour on the playing field by the cricket nets. The Clerk had asked the cricket club whether the players are associated with the club, but they are not. The cost of moving the nets is estimated at £10K; the Council considered this too high a price, especially, it was pointed out, that as access to the recreation ground is in general unlimited, the deterrence of gatherings of young people anywhere on the recreation ground, independently of the siting of the nets, is beyond the competence of the Council. The only recourse open to the Council is to post a notice asking for restraint on the part of users (this was agreed), and for anyone witnessing any actual statutory offence to report this to the community police officer or to the police proper. 3. Swan Inn carpark: the Clerk reported that he had sought a quotation for work limited to the replacement of two lengths of timbering in the southeastern corner of the carpark, and the re-proofing of all the timbering. He has heard nothing. Cllr Collins suggested that this might be done on a volunteer basis once Covid-19 had passed.

4. Lower Street fenceposts: Cllr Price asked whether the replacement of the missing posts is in hand. The Clerk reported that although the three parties responsible had accepted responsibility, work had not gone ahead. The constant flooding was largely to blame. The Clerk is to remind those who have until now agreed to carry out the work to proceed, and in the light of reply is to ask for a quotation to replace those posts not to be replaced directly by those responsible. 5. Playing field deeds: the Clerk reported that the deeds had been collected in person by Ian Pellman, solicitor. 6. Parish Council trees: the Council last arranged a survey of those trees for which it is responsible in 2018. The Clerk reported that certain other councils appeared to carry out such surveys every two years; he noted that CDC or OCC lists surveyors who might carry out such work. Cllr Collins referred the Council to his correspondence with potential agents in 2018.

100/20 Planning: Planning Applications: the Clerk reported that he had received no potentially contentious applications.

101/20 Strategic Planning: Greater Islip – Church Commissioners' and the Oxford/Cambridge Expressway: Cllr Sames (OCC) had nothing to report.

102/20 Village Hall: Function and funding: the Clerk noted that parking bays are to be marked out in front of the Village Hall.

103/20 Health: Cllr Forbes noted that the Village Shop volunteers are carrying out an invaluable service, and that Sally McQuillan of the Three Parishes Good Neighbour Scheme (TPGNS), and volunteers are active. The Council warmly thanked all those volunteering in the village.

104/20 Security - Neighbourhood Watch: Cllr Forbes had nothing to report

105/20 Any other business: none.

106/20 Date of next meeting: the next meeting of the Parish Council will be held remotely [by Zoom] on Tuesday 9th June 2020 at approximately 7.30pm

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Residents wishing to address the Council meeting [remotely by Zoom] on any matter are asked to pass their email details to the Clerk at clerkislippc@hotmail.co.uk in good time prior to the meeting.

I certify that these minutes are a true reflection

of the events that took

place

date:

signed:

107/20 Present [by Zoom or telephone]: Dr P Collins, Mrs F Forbes, Mr D Price, Mr N Wiles
(Chairman), Ms N Richardson, Cllr D Sames (OCC), Mr M Wilkinson (Clerk)

108/20 Apologies: Mr M Brown, Mrs D Chapman

109/20 Minutes: the minutes of the meetings of Tuesday 12th May 2020 were approved.

110/20 Matters arising which will not be raised under subsequent agenda items: none.

111/20 District and County Council Reports: Cllr Sames is to pursue the extension of the 20mph zone up the Wheatley Road on behalf of the Council.

112/20 Changes in Members' interests and declarations of personal or prejudicial³ interest: none.

113/20 Administrative matters: 1. Position of Clerk: the Clerk reported that he had held an extended conversation with a potential replacement, and that he was happy to propose that the Chairman and Councillor Collins might proceed, with the Council's approval, to interview the candidate. This was approved unanimously.

114/20 Financial Matters: 1. Cheques and electronic payment: the Clerk noted that the approval of the remote payment of creditors (it is to be hoped that two councillors are to approve any given payment), is proceeding. The proposed signatories now have in their possession secure devices which should facilitate funds transfers; Cllr Collins is to let the Clerk have copies of correspondence received with these, so that Council correspondence is complete, and so that the Clerk is informed as to how payment might be managed.

115/20 Environment: 1. Flood Management Plan: Cllr Collins had nothing to report. 2. Raw sewage, Mill Street: the Clerk reported that Thames Water had not replied to his emails about this. Council instructed the Clerk to pass the correspondence to the appropriate officers at OCC as a public health matter; Councillor Sames acknowledged that this is to be done. 3. Grass cutting – Mill Lane verges: the Clerk had been approached by Mrs Emily Cohen who had objected to the part-cut of the Mill Lane verges (up to the burial ground). The Clerk had contacted Green Scythe, who had part-cut the verges in error, and will not repeat this. 4. New hedge – playing field: the Clerk had been approached by Mrs Emily Cohen, who kindly wished to water the new hedge by the Kidlington Road entrance to the playing field. The Clerk had contacted Mr Rick Henshaw, of Islip Cricket Club, who had kindly offered assistance to the petitioner. 5. Dogs off lead: it had been reported to the Clerk by three villagers that their dogs had been approached by a dog or dogs off the lead, and that this had led in one case at least to injury to an animal. The Council instructed the Clerk to ask that dog owners be considerate of others, and to keep their dogs on the lead where they might meet with other dogs in and around the village. 6. Mill Lane planter: it was noted that the water trough donated to the village by Messrs Henman had disappeared from Mill Lane. The Council was much exercised by this, and asked the Clerk to make enquiry before any report of the loss to the authorities.

116/20 Communications: nothing to report.

117/20 Traffic, Highways, and Footpaths: 1. Speed camera: Cllr reported that there is discussion in hand about the transfer of the police connection from Wheatley to Bicester.

³ "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"

118/20 PC Properties: 1. Playground: Cllr Collins reported that some of the repair work needed has been done, but that the work is as yet incomplete. The annual inspection of the playground is to be postponed until 2021 in the light of its ongoing closure and the required refurbishment. [the cost of the inspection, if not carried out in June this year, rises by some £200.] 2.

Antisocial behaviour on the playing field: the Clerk reported that the cricket club had repaired the nets, but closed them by means of chains in the light of Covid-19. 3. Lower Street fenceposts:

the Clerk reported that two of the three parties to the removal of the posts are now incommunicado. The Council proposed that the matter be allowed to lie. 4. Playing field wayleave for Network Rail: the Clerk reported that the valuation survey carried out at NR's request would generate an invoice addressed to Islip PC, but marked payable by another body. No cost is to be accepted by the Council, as the wayleave is a matter for NR only. 5. Red Lion notice-board: Councillor Chapman is to arrange for a carpenter to look at the notice-board.

119/20 Planning: 1. Planning Applications: the Clerk reported that he had received no potentially contentious applications. The Chairman noted that an application had been received for open-fronted storage on Jacob's Field, but that this had appeared uncontentious. The Council accepted this.

Address	Application number/details	Decision
Jacob's Field	20/01299/AGN open fronted storage bays	PC no objection
Cherry Holt, Middle Street	20/00504/F raising the roof to allow a first floor extension	CDC approved [cladding to change from artificial stone to limestone coloured render]
30 Kidlington Road	20/00704/F Entrance porch, single storey rear extension and loft conversion	CDC approved

120/20 Strategic Planning: nothing to report.

121/20 Village Hall: 1. Function and funding: it was suggested that Dr South's School might be encouraged to consider the use of the VH as additional space in response to the demands of Covid-19, and that the Council would consider a contribution then to VH funds. Councillors Forbes and Richardson are to approach the School. 2. Refurbishment of pavilion: Councillor Chapman reported via the Chairman that the VH is to proceed in the refurbishment of the pavilion extension to the VH.

122/20 Health: 1. Village Shop and other volunteers: the Council once again warmly thanked all those volunteering in the village, and noted the successful introduction of the roadside shop in Lower Street.

123/20 Security: 1. PCSO: Cllr Forbes noted that she is in intermittent contact with the PCSO at Kidlington.

124/20 Any other business: none.

125/20 Date of next meeting: the next meeting of the Parish Council will be held remotely [by Zoom] on Tuesday 14th July 2020 at 7.30pm. It should be noted that there will be no meeting in August.

The agenda will be published seven days prior to the meeting. Residents wishing to raise an issue pertaining to an agenda item are invited to send it in writing to the Clerk at clerkislippc@hotmail.co.uk

Residents wishing to address the Council meeting [remotely by Zoom] on any matter are asked to pass their email details to the Clerk at clerkislippc@hotmail.co.uk in good time prior to the meeting.

MINUTES of Islip Parish Council Meeting

The Council met remotely [by Zoom] Tuesday 14th July 2020 at 7.30pm

I certify that these minutes are a true reflection

of the events that took

place

date:

signed:

126/20 Present [by Zoom or telephone]: Mrs D Chapman, Dr P Collins, Mrs F Forbes, Mr D Price, Ms N Richardson, Mr N Wiles (Chairman), Cllr D Sames (OCC), Mr M Wilkinson (Clerk)

127/20 Apologies: Mr M Brown

128/20 Minutes: the minutes of the meetings of Tuesday 9th June 2020 were approved.

129/20 Matters arising which will not be raised under subsequent agenda items: none.

130/20 District and County Council Reports: Cllr Sames is to pursue the extension of the 20mph zone up the Wheatley Road on behalf of the Council. He is to let the Clerk know who might be addressed at OCC about the public health risks of sewage discharged into Mill Street during the recent flooding. The Clerk is to thank Councillor Sames for the grant of a total of £2K towards the refurbishment of the play area.

131/20 Changes in Members' interests and declarations of personal or prejudicial⁴ interest: none.

132/20 Administrative matters: 1. Position of Clerk: the Chairman reported that he, Councillor Collins, and the Clerk had spoken to Ms Emma Kearney, the prospective replacement clerk, and had as a consequence offered her the post; Ms Kearney had accepted, and is to start in all likelihood 1st January 2021. The Clerk is to contact Ms Kearney at the end of September to discuss and confirm changeover details. 2. Training: the Chairman is to undertake training with the OALC, the Clerk to provide the appropriate details.

133/20 Financial Matters: 1. Cheques and electronic payment: the Clerk asked that Councillors provide proper invoices from suppliers when making authorised purchases for the Council.

2. OCC Grant for playground refurbishment: see minute 130/20 above.

134/20 Environment: 1. Flood Management Plan: the Council had been contacted by the Environment Agency about access to the bund by the weir at the Stank. Cllr Collins had proposed a meeting to discuss flood defence in general, particularly in Lower Street, Mill Street, and Collice Street. 2. Raw sewage, Mill Street: the Clerk reported that he had informed Thames Water that he had passed the correspondence to OCC as a public health matter. Councillor Sames (OCC) is to provide contact details for the public health officer. 3. Mill Lane planter: it was noted that the water trough donated to the village by Messrs Henman which had disappeared from Mill Lane had now been replaced. The Chairman is to drill outlet holes prior to its planting by Councillor Chapman in the late autumn. 4. Swan Inn: the Clerk reported that used cooking oil stored in the yard of the Swan Inn had spilled down the path of the neighbouring property. The Clerk is to ask the owner of the Swan to dispose properly of the used oil.

135/20 Communications: the matter of the website and compliance with WCAG 2.1 is to be discussed at the next meeting.

136/20 Traffic, Highways, and Footpaths: 1. Road repairs: Cllr Sames (OCC) asked whether there were any matters to be looked into; he is to ask about repairs to the road edge in North Street. 2. Bollards – Village Green and Kidlington Road: the matter is to be discussed at the next meeting of the Council. 3. Millennium Walk stile: the matter is to be discussed at the next

⁴ “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”

meeting of the Council. 4. Oxfordshire Way – muck spreading: the matter is to be discussed at the next meeting of the Council.

137/20 PC Properties: 1. Playground: Cllr Collins asked whether the Council wished to reopen the playground. He pointed out that some local authorities had reopened merely posting notices that use was at the users' risk, and recommending the use of own wipes and gels, no food to be eaten, and the observation of social distancing, etc. Other councils able to afford them had taken further steps. In Islip's case he had costed further steps such as a deep clean and the provision of hand gel dispensing. It was however noted for instance that a deep clean would be compromised immediately the playground was used, that the Council has not the resources to repeat cleaning or to police proper social distancing, and that gel dispensers elsewhere had been vandalised. The Council decided to reopen at the users' own risk, posting the appropriate notices, subject to approval by the Council's insurers. The Clerk is to arrange for a ROSPA inspection within the next six weeks [at] £232 plus VAT. 2. Playing field: the Council agreed that outdoor fitness classes could be carried out on the playing field. Grace McNerny of this village is fully insured and qualified, and is to follow all Covid-19 requirements with social distancing and numbers of people etc., and is to operate the classes on a pay what you can basis. 3. Allotments – rabbits: the matter is to be discussed at the next meeting of the Council. 4. Use of playground during closure: this item was taken in camera. The Clerk is to prepare the appropriate communication, which is to be treated as confidential.

138/20 Planning: 1. Planning Applications: the Clerk reported that he had received no potentially contentious applications.

Address	Application number/details	Decision
50 Kidlington Road	20/01573/F 2 storey side extension	PC no objection – neighbours' representations to be taken into account

139/20 Strategic Planning: Cllr Sames (OCC) again asked whether the Council had considered a Neighbourhood Plan. Councillor Richardson ran through the extensive research she had carried out, and the meetings she had had with various officials; she had so far found no local authority embedded in the Green Belt which had set up a NP. She is to speak to Weston-on-the-Green about their having spent some years on the production of a NP.

140/20 Village Hall: Councillor Chapman reported that there are no plans as yet to reopen the VH.

141/20 Education: additional space for Dr South's: it was reported that the School is partly operating with the kind provision of space facilitated by the School's generous benefactor Ms Lista Cannon.

142/20 Health: Village Shop: the Village Shop has now reopened, having taken the appropriate safety measures.

143/20 Security: nothing to report.

144/20 Any other business: none.

145/20 Date of next meeting: the next meeting of the Parish Council will be held remotely [by Zoom] on Tuesday 8th September at 7.30pm. It should be noted that there will be no meeting in August.

The agenda will be published seven days prior to the meeting. Residents wishing to raise an issue pertaining to an agenda item are invited to send it in writing to the Clerk at clerkislippc@hotmail.co.uk

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MINUTES of Islip Parish Council **Emergency Meeting**
The Council met remotely [by Zoom] Tuesday 25th August 2020 at 7.15pm

I certify that these minutes are a true reflection

of the events that took

place

date:

signed:

146/20 Present [by Zoom]: Mrs F Forbes, Mr D Price, Ms N Richardson, Mr N Wiles (Chairman),
Mr M Wilkinson (Clerk), Mr R Venables (previous Chairman and guest)

147/20 Apologies: Mr M Brown

148/20 Minutes: the minutes of the meetings of Tuesday 14th July 2020 to be taken Tuesday 8th September.

149/20 Matters arising which will not be raised under subsequent agenda items: none.

150/20 Strategic Planning: the Chairman confirmed that the emergency meeting had been called in the light of central government's proposed changes to the planning system (major overhaul to the National Planning Policy Framework, <https://www.gov.uk/government/news/primeminister-launches-new-planning-rules-to-get-england-delivering-homes-for-everyone>), and to Cherwell District Council's call for sites as part of its planning to 2040.

Cllr Richardson reminded the Council of the outcome of the Zoom consultation with planning consultant Richard Anstis 24th August, attended by Mrs F Forbes, Mr D Price, Ms N Richardson, Mr N Wiles (Chairman), Mr M Wilkinson (Clerk). The advice given was that to anticipate central government's proposed changes to the planning system, the Council might wish to submit an outline Neighbourhood Plan showing the area of the parish which the village and the Parish Council had previously agreed might be developed, in accordance with the proposals presented by Mr Hugo Llewellyn of Newcore (the owners of the old Oil Dump) for 13 of the 33 acres of the old Oil Dump site. Such a plan might not necessarily be adopted by CDC, but it would establish a marker which CDC would have to take into account in any future deliberations on development planning.

The Council agreed that such a plan is to be submitted. Cllr Richardson is to consult with CDC prior to the formulation of the plan, and those present are to meet with Hugo Llewellyn on 4th September 2020 (meeting kindly arranged and hosted by Mr Venables) to discuss his previous plans for the site (as presented to a village meeting 11th February 2016) and his current thinking.

The Council decided to proceed along these lines in the full recognition that any outline Neighbourhood Plan will be subject to revision in line with further research, and with discussion, and reference to current village opinion and need.

As far as the CDC call for sites is concerned, the Council resolved that a response is secondary to the need for an outline Neighbourhood Plan; Cllr Richardson is to discuss this during her discussion with CDC officers.

151/20 Any other business: none.

152/20 Date of next meeting: the next meeting of the Parish Council will be held remotely [by

MINUTES of Islip Parish Council
The Council met remotely [by Zoom] Tuesday 13th October 2020 at 7.15pm

153/20 – 184/20

MINUTES of Islip Parish Council

The Council met remotely [by Zoom] Tuesday 10th November 2020 at 7.30pm

I certify that these minutes are a true reflection

of the events that took place

date:

signed:

185/20 Present [by Zoom]: Michael Brown, Nathan Wiles (Chair), Fiona Forbes, Nicola

Richardson, Dennis Price, Cllr Dan Sames (OCC), Mr M Wilkinson (Clerk). Newly elected Councillors [see minute 190/20 1] Anneka Streule and Sophie Miller joined the meeting as Councillors on their co-option.

186/20 Apologies: none.

187/20 Minutes: the minutes of the meeting Tuesday 13th October 2020 were approved and signed.

188/20 Matters arising which will not be raised under subsequent agenda items: none.

189/20 District and County Council Reports: Cllr Sames reported that he had passed contact details to the Clerk, such that OCC might be asked about the public health risks of sewage discharged into Mill Street during the recent flooding. The Clerk thanked Cllr Sames, and reported that the matter is now before both OCC and Thames Water, and that he has exchanged correspondence with both.

190/20 Administrative Matters: 1. Councillor Vacancies: the Chairman proposed that the Council co-opt two prospective Councillors on a first come, first served basis; the Council approved unanimously the co-option of Anneka Streule and Sophie Miller. The Chairman welcomed the new Councillors to the Council. 2. Councillor Training: the Chairman confirmed that all Councillors had agreed to undertake the OALC training sessions.

3. Contingency planning: the Clerk had contacted Donella Chapman, Chair of the Village Hall

Management Committee, and Anthony Dandridge, committee member, to ask whether the Village Hall would allow the storage of further PC material in the Village Archives, and whether the Parish Room (refurbished some years ago by the then PC) might be used, if the Council so wished, from time to time by the new Clerk from 1st January 2021. The VH Committee had agreed; as the PC operates in the interest of the village, the question of charge does not arise.

The Chairman had arranged a video call so that the Clerk and Ms Emma Kearney, who is to be Clerk from 1st January 2021, could discuss the Council's accounting system, and how best to proceed in this. The Clerk noted that the current accounting system is fairly idiosyncratic, and that at some stage (after further discussion with the new Clerk and her accountant), the Council might consider a movement to a system more generally accessible. The Council's accounts had previously been migrated to such a system during the tenure of an interim Clerk, so transfer is fairly easily done. 4. Remembrance Day ceremony: the Clerk reported that it had been established after extensive investigation that the traditional organisers of the Remembrance Day ceremony (this year Lucy Thirtle and Martin Pierce) are responsible for the risk assessment and safety of the event.

191/20 Financial matters: 1. Accounts '19-20: the Clerk confirmed that the external auditors had approved the accounts; the audit letter had been copied to the Chairman. 2. Cheque signatories: the Clerk reminded the Council that currently only two Councillors are authorised cheque signatories, the Chairman and Councillor Forbes; it was agreed that Councillor

Richardson is to be a third (reserve) cheque signatory. The Clerk is to arrange for the appropriate forms to be submitted. 3. Closed session: Clerk's discretionary bonus: [the Clerk was absent from the meeting for this item] it was agreed unanimously that the bonus for 2020 is to be paid in full in accordance with the approved budget. The Clerk thanked the Council on his return to the meeting. 4. Closed session: rent for Swan carpark: the Clerk explained the situation, noting that the Council acts for the village in the management of village assets, including the Swan Inn carpark, and that a formal lease exists under which the owner of the Swan Inn is the lessee of the Swan Inn carpark. A rent demand for the period 1 August 2020 to 31 July 2021 remains unpaid. The owner of the Swan Inn has asked that rent be waived in part or in full, giving various grounds now before the Council. The Council decided unanimously, having considered all the known circumstances, that payment is to be made. The Clerk is to write to the owner of the Swan Inn confirming the Council's position.

192/20 Environment: 1. Flood Management Plan: the Clerk had passed a copy of the draft flood management plan to the Chairman. The Chairman is to pursue this. 2. Raw sewage - flooding in Mill Street: the Clerk had thanked Cllr Sames for his assistance [minute 189/20 above], and reported that he has raised the matter in detail with both OCC and Thames Water, and has exchanged correspondence with both. 3. Tree survey: the Clerk reported that the periodicity of a tree survey is usually two yearly. The Chairman is to arrange for a survey to be commissioned. 4. Swan Inn and Red Lion: the Clerk had asked the owner of the Swan Inn (as the responsible party) whether there is to be a change of use of the property from public house with B&B to B&B only. There has been no application for change of use to CDC. It is expected that the public house aspect of the business will at some stage reopen. The Red Lion is now operating under lockdown 2 conditions. 5. Post office service: the Clerk had passed on to the Village Hall and the Village Shop an enquiry from the post office: Would the community of Islip be interested in the Post Office providing a service for 1 hour a week. We would need some where to set up like a pub or the Village. [The Clerk has now copied in the new management of the Red Lion.] 6. Hedges and grasscutting: the Clerk had contacted Mr Anthony Henman to ask why the NBG hedge had not been cut, and Mr Henman had responded positively to the enquiry – noting that it might be possible to cut the inside of the hedge of the New Burial Ground carpark, at least, as well as the outside of the NBG proper when his contractor returns to cut the outside of the hedges in Mill Lane in general. The Clerk had thanked Mr Henman on behalf of the Council. The Clerk had, at the behest of Mrs Stephenson, who kindly manages the NBG for the Council, asked Green Scythe to quote for a biannual cut of the longer grass in the NBG.

193/20 Communications: Website Accessibility Compliance: Councillor Forbes reported that it is likely that operations such as the Council, with its limited resources, would be exempt from the demands of the new regulation WCAG 2.0. Nevertheless, it was proposed and agreed that the Council is to investigate the establishment of its own website, which would be linked to the village website. If this were to be done, the Council would continue to pay the hosting costs of the village website.

194/20 Traffic, Highways and Footpaths: 1. Speed camera and Traffic Group report and 20 mph zone – Wheatley Road: Cllr Price suggested that work on the Ray Bridge (see below), if carried out as proposed, should be concurrent with the introduction of the new speed limit. 2. Bollards – Playing Field, Village Green; Swan Inn carpark barrier: the Clerk had spoken 11th November with the contractor about the specification of the work; the work is now to be put in hand. 3. Hedge, Church Lane: the Council had been approached again about the hedge, and how the outgrowth makes vehicular exit from the Rise dangerous. The Clerk had noted that the fine point at which traffic can pass up and down Church Lane, but not too fast, is, of course, difficult of computation, but the PC is aware of this. Perhaps once the hedge is cut, [the correspondent] will let the PC have [their] observations, and any further action might then be considered. The Clerk also noted that The erosion of the verge [under the churchyard wall] would likely be a matter for the Highways Authority, Oxfordshire County Council. 4. Ray Bridge: Cllr Price asked at what stage the proposed

work is to be carried out. Councillors raised several questions about the proposed layout of traffic lights, the anticipated rush-hour traffic queues, air pollution, and the danger to traffic queueing on the Wheatley Road to enter the village. Cllr Sames, OCC, expressed his own anxieties about the scheme, and is to take up with the Highways Department

- the extent to which traffic light control will be based on traffic surveys;
- whether the 20mph and 40mph limits are to be extended up the Wheatley Road concurrently with the works;
- whether the traffic lights ahead sign is to be more carefully sited further back on the Wheatley Road;
- whether the High Street chicane can be hatched to prevent traffic jams.

The Clerk noted that the one-way scheme on the bridge is not elective, nor was it sought by the Parish Council: pressure on the edges of the bridge the bridge has caused it to become unsafe for two-way traffic, and both the safety of the bridge and the proposed scheme are the responsibility of the Highways Authority, Oxfordshire County Council. 5. Millennium Walk fencing: the Clerk is yet to contact the farmer (and possibly the Church Commissioners) to discuss this matter.

195/20 PC Properties: 1. Playground Refurbishment: the Clerk had contacted the contractor, and explained that the Council is becoming impatient for the work to be done. Mr Stewart confirmed as a small operation he had necessarily to juggle jobs; he also confirmed that he wished very much to preserve the Islip connection, and is now prepared to turn his attention to it. The Clerk asked for confirmation by email of:

- the new recommendations for resurfacing under the zipwire;
- an approximate costing for the work originally discussed;
- an approximate costing for the work specified in the 2020 ROSPA report; the actual date by which the Council can expect detailed costings;
- the actual date by which work will begin.

The Council accepted the Clerk’s actions, and instructed him to let Mr Stewart know that a satisfactory response must be received by the end of November 2020 (given the need to obtain quotes for materials from his suppliers), otherwise the Council is to seek an alternative contractor. 2. Use of playground during closure: the Chairman had collected the more substantial notice (of recommendations in the light of Covid-19) to be affixed to the fencing; he is to affix the notice. 3. Red Lion notice-board: the Clerk contacted the Chair of the Village Hall Committee, who has had the keeping of the doors: she is now to pass the doors to the joiner’s yard in the village for restoration and refitting. 4. New Burial Ground: maintenance [hedge, grasscut]: the Clerk had sought a quotation for work in the NBG [minute 192/20 5 above]. 5. Closed session: putative donation of land to the charity Islip Recreation Ground and Playing Field: the Clerk is to keep the Council informed of progress.

196/20 Planning applications and other planning matters:

Address	Application number/details	Decision
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Great Barn, Middle Street	20/02855/F Demolition of existing modern conservatory and construction of 3-bay garden store/car port structure with mono-pitch roof.	PC comment: Islip Parish Council expects CDC to take into account any neighbour's comments.
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197/20 Strategic Planning: the Clerk is to pass hard copy of correspondence, etc, re

Neighbourhood Plan, Village Plan, development of Oil Dump site, etc., to Councillor

Richardson [The Clerk has since passed on the following documents:

1. agenda for public meeting 11.2.16;
2. notes of public meeting 11.2.16;
3. feedback from meeting;
4. notice 8.12.16, Chair, Islip PC, to residents re Church Commissioners' plan for Greater Islip - with plans;
5. ORCC Housing Needs Survey Report May 2014;
6. Islip Village Plan 2013.]

198/20 Village Hall - PC representative on management committee: the Clerk is to investigate whether the Council (of which the Chairman is automatically a trustee of the Village Hall), has a right to representation on the Village Hall Management Committee.

199/20 Any other business: Village Planters: Cllr Richardson had kindly established an account for the Council at Bunker's Hill, and had sourced plants there for the planters for late autumn; the Council expressed its thanks to her.

200/20 Date of next meeting: the next meeting of the Parish Council will be held remotely [by Zoom] on Tuesday 12th January 2021 at 7.30pm.

The agenda will be published seven days prior to the meeting. Residents wishing to raise an issue pertaining to an agenda item are invited to send it in writing to the Clerk at clerkislippc@hotmail.co.uk

Residents wishing to address the Council meeting [remotely by Zoom] on any matter are asked to pass their email details to the Clerk at clerkislippc@hotmail.co.uk in good time prior to the meeting.

MINUTES of Islip Parish Council Meeting

preceded by a meeting of the Church Commissioners and Expressway sub-group

[see minute below]

Islip Village Hall

Tuesday 14th January 2020 at 7.30pm

I certify that these minutes are a true reflection of the events that took place

date: signed:

1/20 Present: Mrs D Chapman, Dr P Collins, Mrs F Forbes, Mr N Wiles (Chairman),
Mr M Wilkinson (Clerk), Mr D Hughes (CDC)

2/20 Apologies: Mr M Brown, Mr D Sames (OCC)

3/20 Minutes: the minutes of the meeting of Tuesday 12th November 2019 were approved and signed.

4/20 Matters arising which will not be raised under subsequent agenda items: none.

District and County Council Reports: Cllr Collins asked Mr Hughes (CDC) why CDC is the only district council not to have voted against the proposed Expressway. Mr Hughes said that CDC wished to know what the proposed route is before committing, and that any relief brought to traffic on the A34 might bring relief to traffic using villages to avoid the A34. Mr Hughes informed the Council that he has a limited sum of money available for grants to parish councils, subject to bids; the Council is to consider the possibility of a bid.

5/20 Changes in Members' interests and declarations of personal or prejudicial⁵ interest: none.

6/20 Administrative matters - succession planning: Cllr N Wiles was elected Chairman and took the chair. The Chairman confirmed that he had met with the Clerk prior to the meeting to discuss the agenda and the draft budget.

7/20 Financial Matters: 1. Budget 2020: the Clerk explained that the draft budget is largely a continuity budget, based on previous year's patterns and levels of expenditure. The inflation factor used for twenty years or so has been the RPI: this itself is subject to the Council's approval. The Clerk noted that the Council ought if possible to set the precept at the current meeting, and that the pattern and level of expenditures might be resolved later. The Council agreed to a precept of £19,900 [nineteen thousand nine hundred pounds], and to accept the draft budget subject to later discussion.

Major items of expenditure are the cost of the Clerk and that of the grass-cutting. The Council is advised to review these items from time to time. The Clerk's pay was last reviewed in 2018: the Council agreed to a new review. To assist in this, the Clerk is to record his hours worked for the next quarter. The Clerk noted that the increase in the cost of grass-cutting from £4.5K in 2018 to £7.2K in 2019 had arisen because of the Council's decision to increase the frequency of cuts. The Clerk noted that the base cost of grass-cutting has remained at or below inflation for some years, and that the Council had been let down by previous contractors. The Clerk is to ask the contractors for a list of cuts and their frequency, with a breakdown of costs.

The Clerk noted that the current forecast for 2019 is a deficit of some £11K, or, if OCC move the 20mph zone up the Wheatley Road before 31st March 2020, some £14K. The deficit arises only because of the non-recurrent expenditure on the Kidlington Road Footpath (some £12K) and the 20mph zone. The residual balance in the Council's accounts for '19-20 of some £55K or £52K (see above on the 20mph zone) consists of a nominally earmarked £48K (the notional cost of the replacement of the playground equipment), and a residual free balance of some £4K.

⁵ "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"

The draft budget currently shows a deficit for the year of £2K or £5K for '20-21.

2. Grant application: the Council confirmed unanimously that a grant of £150 be made to the Good Neighbour Scheme.

8/20 Environment: 1. Flood Management Plan: Cllr Collins had circulated a draft flood management plan. This is to be reviewed at the next meeting. 2. Planters: Cllr Chapman noted a water trough by the Kidlington Road Footpath exit onto Mill Lane. The Clerk reported that Mr Brian Henman had stated his intention to remove this; the Clerk is to ask Mr Henman whether he would like to donate the trough as a village planter. The Clerk proposed that as he had had no response about the commission to clean-up vegetation growing at the base of three of the planters, he is to cancel the commission, and approach another contractor. 3. River Ray: the Clerk reported that the Council has not yet received news of the review by the EA's biologist of photographs taken of the River Ray (this in order to identify the likely nutrient forming part of the Islip sewage treatment plant outlet). 4. Dogs on the playing field: the Clerk had asked Cherwell District Council's dog-warden to visit, but the complainant was unable to identify the culprit as requested. The complainant has now told the Clerk that the culprit no longer appears. No further action is to be taken. The Clerk had informed the vicar of a complaint that dogs were being allowed to run free in the churchyard.

9/20 Traffic, Highways, and Footpaths: 1. Pavements/footpaths: footpath inside the hedge on the Kidlington Road: it was noted that the footpath is now in use. The Clerk is to thank Messrs Brian and Anthony Henman and the Church Commissioners for allowing the project to go ahead. 2. Speed limit zone: the Clerk is to confirm to OCC that the Council agreed unanimously to meet the cost (some £3K) of the TRO, being the legal process required to allow the movement of the 20mph zone up the hill on the Wheatley Road.

10/20 PC Properties: 1. Playing Field: Cllr Collins has notified Trevor Stewart that work is to start within a specified time, or the contract will be placed elsewhere. 2. Swan Inn carpark lease: the Clerk reported that the rent due has now been paid. 3. The Village Green, Lower Street: the Clerk noted that neither Thames Water (who had agreed to replace the posts displaced by TW during work on Lower Street at the edge of the Village Green), nor the builder responsible for the damage at the eastern end of the Green has been able to reinstate the land and the posts there. The Clerk has commissioned work to replace restoration of the posts by the Swan car-park (costs to be met by the Church Commissioners), but is now to place the commission with a different contractor.

11/20 Planning: 1. Planning Applications: the Clerk reported on the following applications:

Address	Application number/details	Decision
Islip Motors Ltd 30 Bletchingdon Road	19/02100/F Removal of condition 2 (use of land) of 05/00133/F	Application Permitted
Mr and Mrs Mayes Old Post Office High Street	19/02660/F	
Janet Webberley Black Fire Cottage The Walk	19/02333/F part 2 storey part 1 storey rear extension, raising of roof over existing front, fenestration alterations to existing	

12/20 Strategic Planning: 1. Greater Islip – Church Commissioners' and the Oxford/Cambridge Expressway sub-group report: see minute 9/20 above

- 13/20 Network Rail /Chiltern Railways - right of way and re-planting playing field hedge:
1. Planting: the Clerk reported that the planting had gone ahead with the assistance of a large number of volunteers; the Council thanked the organisers and the volunteers for such a generous contribution of time and effort. 2. Right of Way: the Clerk had advised the Council's solicitors that the Council is happy to respond to NR's request for a formal right of way on the understanding only that all and any costs incurred by the Council are to be reimbursed in full.
- 14/20 Village Hall: Function and funding: Cllr Chapman reported that discussions as to the village amenities (the Village Hall, the Village Shop) and the Council's rôle in their provision might profitably take place later in the year; the Council concurred.
- 15/20 Health - defibrillator training: Cllr Forbes confirmed that training for villagers in the use of the defibrillator had been a great success, and that further session(s) are to be put in hand. Those villagers who have already approached the Council are listed, and will be informed of any new opportunity for training.
- 16/20 Security - Neighbourhood Watch: the Clerk reported on several untoward incidents in the village, including burglaries along the rear of houses on the Kidlington Road. Cllr Forbes, as co-ordinator of the Neighbourhood Watch, is apprised of the circumstances as variously reported to the Council (and to Thames Valley Police), and will bear these matters in mind when she meets the village's Community Police Officer.
- 17/20 Any other business: Best-kept front garden competition: Cllr Chapman is to arrange for the judging in 2020.
- 18/20 Date of the next meeting: the Parish Council will next meet (preceded by a short meeting of the Council's Church Commissioners and Oxford/Cambridge Expressway Group) on Tuesday 14th January 2020 at 7.30pm in the Village Hall.
- 19/20 The Meeting Closed at 9.15pm.

MINUTES of Islip Parish Council Meeting

preceded by a meeting of the Church Commissioners and Expressway sub-group [see minute NNN/20 below]

Islip Village Hall

Tuesday 11th February at 7.30pm

I certify that these minutes are a true reflection
of the events that took

place date: signed:
20/20 Present: Mr M Brown, Mrs D Chapman, Mrs F Forbes, Mr N Wiles (Chairman),
Mr M Wilkinson (Clerk), Mr D Hughes (CDC)
21/20 Apologies: Dr P Collins, Mr D Price, Ms N Richardson, Mr T Hallchurch (CDC), Mr D
Sames (OCC)

22/20 Minutes: the minutes of the meeting of Tuesday 14th January 2020 were approved and signed.

23/20 Matters arising which will not be raised under subsequent agenda items: none.

24/20 District and County Council Reports: Cllr Hughes (CDC) was asked about the current uncertainty surrounding the Oxford/Cambridge Expressway. He noted that the current estimate for 1,000,000 houses along the route is based upon current planning. He recommended a Neighbourhood Plan to the village on the grounds that such a plan is a material planning consideration. The Council noted that NP had been researched, and was found to be expensive of time and money; and subject to any arbitrary change in Green Belt status and any change in district council planning; and is subject to regular update. Nevertheless, the Council will revisit NP in the light of its being a material planning consideration.

25/20 Changes in Members' interests and declarations of personal or prejudicial⁶ interest: none.

26/20 Administrative matters: the Clerk proposed that he open discussions with a prospective replacement clerk. This was agreed. It was decided that the administration of the speed camera and its physical accessibility be made a matter of record.

27/20 Financial Matters: Budget 2020 – grass cutting: the Council, having reviewed the current contractor's offer, decided on the extent of the grass cutting for 2020. The Clerk is to write to the contractor.

28/20 Environment: 1. Flood Management Plan: Cllr Collins had completed a draft flood management plan. This is to be circulated to those affected for comment prior to adoption by the Council. 2. Planters: the Clerk reported that Mr Anthony Henman had confirmed that he would like to donate the trough as a village planter, and is happy to position the trough as directed by the Council. The Council expressed its sincere thanks. The Clerk is to ask Mr Henman to move the trough to the other side of the Kidlington Road footpath entrance on Mill Lane, where it will be visible to those entering the village, and will deter drivers from driving over the footpath itself. 3. Rabbits: the Clerk report that he had received an offer from the pest controller to revisit the allotments. The Council decided to contact the allotment holders to discuss the need.

29/20 Traffic, Highways, and Footpaths: 1. Pavements/footpaths: footpath inside the hedge on the Kidlington Road: the Clerk had, on behalf of the Council, thanked Messrs Brian and Anthony Henman and the Church Commissioners for allowing the project to go ahead; the

⁶ "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"

thanks had been well received. 2. Speed camera operation: Cllr Price had confirmed that the camera is still operational, and that breaches of the speed limit continue to be reported to the police. Cllr Price is to be asked to revisit the Kidlington Road. 3. Speed limit zone: the Clerk is had confirmed to OCC that the Council agreed unanimously to meet the cost (some £3K) of the TRO, being the legal process required to allow the movement of the 20mph zone up the hill on the Wheatley Road. 4. Mill Street parking: the Clerk reported that a resident had complained about the numerous builders' vans parked at the east end of Mill Street. As a result of this parking, a CDC bin lorry had collided with a house and the entrance to a driveway in the street. The complainant feared that access for emergency vehicles might be constrained. The Council noted that it has no Authority in these matters, and that the Highways Authority is OCC. 5. Mill Lane – light nuisance: a complaint had been received about the nuisance caused by floodlighting at the level crossing cottage. Cllr Chapman is to approach the owner of the property.

30/20 PC Properties: 1. Playground: Cllr Collins has placed the contract to repair the playground equipment with a new supplier. 2. Swan Inn carpark lease: the Clerk noted that the tenant of the carpark is liable for its upkeep, but suggested that the Council might be willing without prejudice to replace the broken timbers of the barrier to the south side of the carpark. The Council agreed so to do. The Clerk is to obtain a quotation for the work. 3. The Village Green, Lower Street: the Clerk had been assured that the builder responsible for the damage at the eastern end of the Green had been reminded of his responsibility for the reinstatement of the land and the posts there. The Clerk is to remind Thames Water (who had agreed to replace the posts displaced by TW during work on Lower Street at the edge of the Village Green), of its commitment. . The Clerk is to commission a different contractor to replace restoration of the posts by the Swan car-park (costs to be met by the Church Commissioners). 4. Deeds for playing field: the Clerk reported that he had visited the Village Archives, and had discovered there the deeds to the playing field, which are now in his possession. He is to deliver the deeds in person to the Council's solicitor who is dealing with the Land Registry.

31/20 Planning: 1. Planning Applications: the Clerk reported on the following applications: none.

32/20 Strategic Planning: 1. Greater Islip – Church Commissioners' and the Oxford/Cambridge Expressway sub-group report: the sub-group did not meet.

33/20 Network Rail /Chiltern Railways - right of way: the Clerk had heard nothing further.

34/20 Village Hall: Function and funding: Cllr Chapman reported that new doors for the Village Hall are to be hung, and that thought is to be given to the installation of photovoltaic cells.

35/20 Health - defibrillator training: Cllr Forbes confirmed that further session(s) are to be put in hand, and that the village has joined the waiting list.

36/20 Security - Neighbourhood Watch: Cllr Forbes had advertised the visit of the Community Police Officer, but had been unable to attend the drop-in session herself.

37/20 Any other business: 1. Best-kept front garden competition: Cllr Chapman is to arrange for the judging in 2020. 2. Litter pick: Cllr Chapman proposed that the litter pick be extended to include weeding the pavements and kerbs of the village. This was agreed; Cllr Chapman is to liaise with Cllr Collins to fix a date.

38/20 Date of the next meeting: the Parish Council will next meet (preceded by a short meeting of the Council's Church Commissioners and Oxford/Cambridge Expressway Group) on Tuesday 10th March 2020 at 7.30pm in the Village Hall.

39/20 The Meeting Closed at 9.15pm.

MINUTES of Islip Parish Council Meeting

preceded by a meeting of the Church Commissioners and Expressway sub-group [see minute 44/20 and 52/20 below]

Islip Village Hall

Tuesday 10th March 2020 at 7.30pm

I certify that these minutes are a true reflection

of the events that took

place

date:

signed:

40/20 Present: Mr M Brown, Dr P Collins, Mrs F Forbes, Mr D Price, Ms N Richardson, Mr N Wiles (Chairman), Mr M Wilkinson (Clerk), Mr D Sames (OCC)

41/20 Apologies: Mrs D Chapman

42/20 Minutes: the minutes of the meeting of Tuesday 11th February 2020 were approved and signed.

43/20 Matters arising which will not be raised under subsequent agenda items: none.

44/20 District and County Council Reports: Cllr Sames (OCC) was asked about the possibility of the Church Commissioners' ambitions for building 3,000 houses around Islip. His understanding is that under current planning and Green Belt conditions, permission is very unlikely. On the Thames Water works, it was agreed that the Clerk should email Cllr Sames after the meeting as to the Council's unease about the inactivity in Church Lane, and the inaccessibility of the shop, which has reportedly lost 80% of its turnover; Cllr Sames is to meet TW on the 11th March, and will raise there the Council's concerns. On the Church Commissioners' plans for greater Islip, Cllr Sames noted that greater Islip is not regarded by the planning authorities as a fallback option for the accommodation of Oxford's putative housing needs: the use of the North Oxford Golf Course, etc, is predicated on Oxford's needs being satisfied as near to Oxford as possible.

45/20 Changes in Members' interests and declarations of personal or prejudicial⁷ interest: none.

46/20 Administrative matters: the Clerk suggested an approach to the recruitment of a replacement Clerk. Cllr Collins proposed and it was agreed that he discuss the recruitment process with the Clerk.

47/20 Financial Matters: Budget 2020 – grass cutting: the Clerk reported that the cut of the playing field had been placed with the current contractor for the rest of the village with the agreement of the cricket club. This had been done because the contractor previously cutting the playing field had given up the contract.

48/20 Environment: 1. Flood Management Plan: Cllr Collins had completed a draft flood management plan. The view of the Environment Agency is to be sought as to whether embankment of the land on Mill Street opposite the Causey and parts of the Village Green might be useful, together with an increase in the height of the bund by The Stank. The Clerk noted that historically Otmoor acted as a flood plain. Brian Henman, from the floor, noted that as more and more land is taken up in Bicester, etc, so surface water run-off into water courses can only increase, and that the dykes and pumps had been installed on Otmoor in the '60s to allow agricultural production: there is no longer any such production on Otmoor. The Clerk understands (TBC) that the RSPB does not allow floodwater from the River Ray onto the moor, so that its function as a flood plain has been lost.

Doreen Cole, from the floor, told the Council that during the recent flooding, raw sewage had been discharged onto the highway in Mill Street from the unsealable manhole in the drive of

⁷ "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"

her property; this is known to Thames Water, who consider this acceptable in order to preserve the flow of sewage from other residences in Mill Street. The Clerk reported that TW had addressed similar problems in Charlton-on-Otmoor. The Clerk is to look into whether this activity complies with statutory and regulatory requirements. 2. Re-wilding: a suggestion that the Parish Council allow the re-wilding of several of the grassed areas of the village had been received. It was agreed that Mill Lane, the verges of which are no longer to be cut in the growing season, might be suitable, as is the greater part of the Millennium Wood. It was agreed to await the full proposal of the wildlife group before making a more widespread decision on re-wilding of the village.

49/20 Traffic, Highways, and Footpaths: 1. Speed limit zone: the Clerk reported that some villagers had noted that the speed limit zone is to be altered at a cost of some £3K, and had asked whether the Council would consider the installation of speed humps in Middle Street. The Council noted that the cost of speed humps (estimated at some £5K each if bought in bulk) is prohibitive, and that where speed humps had been historically installed in the village (and elsewhere), they had led to complaints of the noise generated by traffic, particularly of trailers, driving at speed over the humps: unfortunately, modern suspension systems largely defeat the objective, i.e. the deterrence of speeding over the humps. Cllr Price noted that TVP hasn't the resources to cope with more than two or three reports of ten or twelve speeding vehicles per week – and that this is itself a goodwill gesture by an officer now transferred from these duties. 2. Mill Lane – light nuisance: the Clerk reported that Cllr Chapman had been unable to contact the resident, so the Clerk had written a letter stating the Council's position. No reply had been received. It was noted that the property appeared to have been recently sold, so that the matter might now be closed. 3. Islip Bridge: the Clerk reported that OCC had informed him that the contractors (Skanska) were to re-submit proposals to make the bridge one-way for the foreseeable future, with traffic lights and a raised pedestrian footway – the objective being to continue to allow heavy local vehicular traffic across the bridge, but to keep all traffic away from the edges of the bridge.

50/20 PC Properties: 1. Playground: Cllr Collins has placed the contract to repair the playground equipment with the original supplier. 2. The Village Green, Lower Street: the Clerk confirmed that all three parties to the damage to the posts on the Village Green had agreed to replace the lost posts.

51/20 Planning: 1. Planning Applications: the Clerk reported on the following applications. Ricky Blundell-Shaw addressed the Council on the first application, noting the dominant height of the new roofline, the inappropriateness of the wood cladding, and the difficulty of access to and from the site for, e.g., skip lorries.

Address	Application number/details	Decision
Cherry Holt Middle Street	20/00504/F extension upwards, timber cladding	PC objection to height and timber cladding
Jacob's Field Islip	20/00479/F 2 no. glass houses	PC to review

52/20 Strategic Planning: Greater Islip – Church Commissioners' and the Oxford/Cambridge Expressway sub-group report: see minute 44/20 above. Cllr Collins noted that the local MP, John Howell, has suggested that the Expressway will not now go ahead. The latter told the Oxford Mail on 20th February, "I am anticipating that the decision will be taken to scrap it." Final confirmation of this by central government is awaited.

53/20 Network Rail /Chiltern Railways - right of way: the Clerk had heard nothing further.

54/20 Village Hall: Function and funding: Cllr Chapman reported that new doors for the Village Hall are yet to be hung.

55/20 Health: Cllr Forbes is to liaise with Sally McQuillan of the Three Parishes Good Neighbour Scheme (TPGNS), the shop, and possibly the school to establish a service for those who might need to self-isolate under the Coronavirus emergency.

56/20 Security - Neighbourhood Watch: Cllr Forbes had nothing to report. The Clerk reported that a cold caller had asked in the Kidlington Road whether a householder had land for sale; villagers are warned not to enter into negotiation with such cold callers, and are asked to report them to the Clerk.

57/20 Any other business: 1. Litter pick and weeding: Cllr Chapman has liaised with Cllr Collins and fixed a time and a date of 10 a.m., Saturday 28th March.

58/20 Date of the next meeting: the Parish Council will next meet (preceded by a short meeting of the Council's Church Commissioners and Oxford/Cambridge Expressway Group) on Tuesday 14th April 2020 at 7.30pm in the Village Hall.

59/20 The Meeting Closed at 9.15pm.

MINUTES of Islip Parish Council emergency Meeting

The Council met remotely [by Zoom] Tuesday 24th March 2020 at 7.00pm

I certify that these minutes are a true reflection
of the events that took

place

date:

signed:

60/20 Present [by Zoom or telephone]: Mr M Brown, Dr P Collins, Mrs F Forbes, Mr D Price,
Ms N Richardson, Mr N Wiles (Chairman), Mr M Wilkinson

(Clerk) 61/20 Apologies: none 62/20 Minutes: none.

63/20 Matters arising which will not be raised under subsequent agenda items: none.

64/20 Administrative matters: the Chairman explained that the emergency meeting by means of Zoom had been called to discuss only two or three matters.

The Council decided that for the foreseeable future meetings are to be held remotely; the agenda as published is to make this clear, and to note that as now, comment may be submitted to the Clerk prior to the meeting, but that if anyone wishes to address the meeting remotely, they are to pass their email details to the Clerk beforehand. The Parish Report and the minutes of the meeting are to be published as now.

Council discussed the establishment of an executive committee of, say, some three members, as now permitted by central government under the coronavirus emergency. It was noted that a quorum for PC meetings is three councillors; the Council felt that in the light of this there is little advantage to be gained in forming an emergency committee.

65/20 Financial Matters: the Chairman asked whether there are sufficient signatories to the Council's bank account, and asked as to how the number might be increased; the Clerk is to report back.

66/20 Planning: Planning Applications: Cllr Price asked whether any planning applications had been received; the Clerk confirmed that nothing contentious had been notified to him.

67/20 Any other business: Playground: the Council decided to close the playground; Cllr Collins is to close the gate and to put up an appropriate notice. The Clerk is to publish this on info4islip.

68/20 Date of the next meeting: the Parish Council will meet remotely on Tuesday 14th April 2020 at 7.30pm.

69/20 The Meeting Closed at 8.00pm.