

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 13th April 2021, at 7.30 pm held virtually.

MEMBERS PRESENT: **Parish Councillors:** Nathan Wiles (Chairman), Fiona Forbes, and Dennis Price.

OTHER COUNCILLORS: **District Councillors:** None
County Councillor: Dan Sames

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** Seven.

APOLOGIES: The following apologies were received:
Parish Councillor: Nicola Richardson
District Councillors: None.

01/21 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

02/21 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** to accept the minutes for the Parish Council Meeting held on 9th March 2021 as a true record.

03/21 District Councillor Report

None.

04/21 County Councillor

The report was received by the council.

Action: Clerk to circulate emergency plan email to Cllr Wiles and Mrs. Miller.

Action: Cllr Sames to send Cllr Price CSW link details.

Action: Clerk to invite Paul Mann to a parish council meeting asap.

Action: Cllr Sames to pass contact details of enforcement officer to Cllr Wiles.

05/21 Grass Cutting in the New Burial Ground

This item will be added to the agenda once the requested quotation has been received.

06/21 New Website

A shortlist of contractor quotes to be submitted for next month and an agenda item to be added.

Action: Cllr Forbes to circulate a shortlist of quotes.

Action: Clerk to add to next month's agenda.

07/21 Red Lion

- i. A request has been received for a red phone box with a defibrillator, it was unclear what was required from the parish council. It was suggested for the clerk to clarify the proposal and bring it back to the parish council.

Action: Clerk to request clarity of the proposal.

- ii. A request has been received for a key to the noticeboard outside the Red Lion pub by the landlady. The request was discussed and it seemed a good idea, and it was proposed the cost to be incurred by the landlady and an agreement that the parish council notices need to take priority.

Action: Clerk to report back proposal and organise keys to be copied.

08/21 Memorial Bench

A request has been received for a memorial bench to be placed in the Millennium Wood in memory of a man who was born and raised in the village, and whose

funeral took place in the church. The request confirms all costs would be incurred by the family, and they were happy to go with the recommendations on position and style made by the parish council.

It was commented that it would be a good idea to have benches that go around the trees. It was further commented that Millennium Wood would benefit from a bench. It was **AGREED** by unanimous vote to approve for a memorial bench to be placed in the Millennium Wood.

Action: *Clerk to liaise with the family.*

09/21 Burial Ground Applications

It was **AGREED** by unanimous vote to retrospectively approve two memorial stone applications.

010/21 Grass cutting – Environment Plan

An update confirming the parish council has a three-year contract in place with a contractor for grass cutting. After attendance at a parish council meeting by the 'Islip Wildlife Conservation Group', it was agreed for collaboration to incorporate the obligations in line with the new environmental bill. Due to this a consideration to leave verges to grow longer to encourage wildflowers to grow was proposed.

Proposal 1 - Mill Lane verges on either side of the railway could be cut once a year at the end of the summer, so the flowers could drop their seeds. There would also be much longer vegetation that would provide a habitat for animals. There is very little traffic so from a safety point of view this proposal seemed sensible.

Proposal 2 - The far end of Mill Street beyond the entrance to Confessors Walk there is a verge with a bench, this was another location proposed as this stretch again has little traffic and could be left to grow.

It has been commented that signs may need to be put up to explain this is deliberate, and why the grass had been left to grow.

There were comments of support for the proposals, however, there was a concern that the verges may look unkempt and if there was an option for the edges to be cut. It was advised that the first year probably won't be a beautiful landscape of lovely flowers, as it does take time for flowers to set seed, and the contractor could be contacted to ask about cutting the verge edges to promote the impression the overgrowing was planned.

It was noted that it would be a good idea to make the village aware of the proposals via the parish magazine. It was asked if seeds were planted initially, and it was confirmed seeds were thought to be used in the first year. It was asked if donations of seeds were needed, and it was confirmed this would be checked and reported back.

Point 1 - It was raised that the area around the memorial bench at the end of Mill Street needs to be kept neat.

Point 2 - It was further raised regarding proposal 2 that rather than wilding the whole verge along Mill Street 50% could be cut to allow people to walk along to avoid the traffic.

Action: *Mrs. Miller to incorporate the points raised to the plan.*

It was **AGREED** by unanimous vote to support the proposals with the incorporated points.

011/21 Local Cycling and Walking Infrastructure Plans (LCWIP) deadline

The current proposals that impact the village

- i. An extended 30 MPH speed limit across the whole of Kidlington Road with traffic calming measures.
- ii. Shared use of paths connecting with Kidlington, along the Kidlington and Bicester Road. At present, it is a narrow track and it will be able to be dual-use for cycling and walking.

iii. Speed reductions from 40 MPH south from the roundabout junction. The deadline for responses has been extended, the parish council has already submitted ideas, however, there have been additional considerations proposed.

- i. A cycle route (footpath) along the railway from Mill Lane to the Oxford Parkway station. This would be safer for cyclists instead of using Kidlington Road or A34 slip road.
- ii. For walkers improvements to the ford could be suggested by putting back the stepping stones.

It was **AGREED** by unanimous vote to support the additional ideas.

Action: Cllr Price to submit additional ideas.

012/21 SSEN Resilient Community Grant 2021

SSEN has launched a £200,000 fund to build local resilience and protect vulnerable community members across central southern England.

An email was received by the parish council inviting them to apply for the grant to support groups in the village.

It was raised that maybe the group that helps people with prescriptions and hospital visits and also the village seniors lunch club may be eligible.

It was commented that this information should be circulated via the parish newsletter and Info4Islip to raise awareness and if any member of the village has any ideas to contact the clerk.

Action: Clerk to share with Info4islip and the parish newsletter to see if anyone comes forward with suggestions.

Action: Cllr Forbes to make enquiries with proposed groups.

013/21 Neighbourhood Plan Letter

It was **AGREED** by unanimous vote to approve the Neighbourhood Plan Boundary letter.

Action: Cllr Richardson to send the letter.

014/21 Resolution for Deed of Grant

It was **AGREED** by unanimous vote to grant Network Rail Infrastructure Limited limited right of way of the recreation ground and playing field at Islip to gain access to noise barriers on Network Rail Infrastructure Limited's land.

Action: Councillors to sign the deed and return it to the solicitors.

015/21 Face to Face Meetings from 6th May

The central government legislation that allows virtual meetings comes to an end on Thursday 6th May 2021, although this is being challenged in the High court it has been advised to make alternative arrangements.

Discussions were held on how to proceed.

It was **AGREED** by unanimous vote to bring the May meeting forward to Tuesday 4th May at 19.30 to allow this to be virtual.

Action: Clerk to ensure agenda and meeting minutes are available and to share new meeting date with Info4islip and parish magazine.

016/21 Communications (FF)

None

017/21 Traffic, Highways, and Footpaths

Cllr Price requested for the Community Speed Watch's return to be advertised via Info4Islip and the parish magazine, and to encourage any new members who wish to join to please make contact.

Action: Cllr Price to email info4islip with details

i. Ray Bridge meeting update (NW)

Following the meeting organised and facilitated by the parish council on the 7th April, the council has received written responses to questions submitted ahead of and during the meeting. These will be shared with the attendees shortly. The consultation will end in July and all further questions or comments should be submitted to the County Council.

ii. Planning applications and other planning matters (NW)

None

018/21 PC Properties

It has been brought to the parish council's attention that there is an increase in the usage of the bins in the play area and that it would be good to promote recycling. It was proposed for the parish council to provide a recycling bin for the play area. It was **AGREED** by unanimous vote to purchase a recycling bin.

Action: Clerk to obtain a quotation.

019/21 Planning (NR)

Planning applications and other planning matters (NR, NW)

None

020/21 Strategic Planning (NR)

No update.

021/21 Education (Fiona Forbes)

No update.

022/21 Public Transport (Fiona Forbes)

No update.

023/21 Health (Fiona Forbes)

No update.

024/21 Security (Fiona Forbes)

No update

025/21 Any other business

i. Kissing gates

It was reported the wooden posts need replacing.

Action: Cllr Forbes to investigate and report back.

ii. Tree planting

To be addressed with the playground proposal next month.

026/21 To propose items for the next agenda

1. AGAR figures
2. Review of standing orders
3. Grass cutting quote
4. Environmental plan
5. Parish Council website
6. Playground proposal

Date of next meeting

The date of the next meeting be held virtually is Tuesday 6th May 2021 at 19.30.

The meeting closed at 21.14

SIGNED: _____

Councillor: Nathan Wiles - Chairman

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 4th May 2021, at 7.30 pm held virtually.

MEMBERS PRESENT: **Parish Councillors:** Nathan Wiles (Chairman), Fiona Forbes, and Dennis Price.

OTHER COUNCILLORS: **District Councillors:** None
County Councillor: Dan Sames

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** Seven.

APOLOGIES: The following apologies were received:
Parish Councillor: None
District Councillors: None

027/21 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

028/21 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** by unanimous vote to accept the minutes for the parish council meeting held on 13th April 2021 as a true record.

029/21 ELECTION OF THE CHAIRMAN

It was **RESOLVED** by unanimous vote to appoint Cllr Wiles as chairman for 2021-2022.

030/21 CO-OPTION

It was **RESOLVED** by unanimous vote to co-opt Sophie Miller and Anneka Streule to the parish council.

Action: Clerk to update the Elections Officer at Cherwell District Council.

Action: Declaration of interest forms to be completed within 30 days

031/21 RETURNING TO FACE-TO-FACE MEETINGS

Discussions were held regarding alternative venues if the village hall is not available.

Action: Clerk to research into venues and arrange risk assessment.

032/21 PLAYING FIELD GATE

It was **RESOLVED** by unanimous vote to remove the padlock on the playing field gate, and replace with a combination padlock. The parish council to share the code with the cricket club and the village hall.

Action: Cllr Miller to arrange replacement padlock and distribute the code.

033/21 PLANNING APPLICATION

The following planning application was considered and there was no objection to this application.

Application reference	Address	Ward	Deadline	Outcome
21/01084/LB Replace 1 existing steel-frame single glazed Crittall window at ground floor level in the West Elevation with a slimline double-glazed steel-frame window of same size and design.	River View, The Walk, Islip, OX5 2SD	Islip	07.05.2021	No objections

Action: Clerk to update Cherwell District Council with outcome.

It was commented to remind members of the village, that in conservation areas planning permission is required to replace windows, and to change other material items on the outside of houses. Breaches can be reported to enforcement.planning@cherwell-dc.gov.uk.

034/21 POLICY REVIEW

The following documents were reviewed and it was **RESOLVED** by unanimous vote to adopt -

- a. Standing Orders 2018.
- b. Risk Register.
- c. Financial Regulation 2019.

035/21 Year End Audit Figures 2020-2021 (AGAR)

The following documents were reviewed and it was **RESOLVED** by unanimous vote to accept

- a. Internal Auditor Report.
- b. Governance Statement.
- c. Signed Accounting Statement.

036/21 DONATIONS

It was **RESOLVED** by unanimous vote to make a donation of £50 to the 'Islip Emergency Fund'. This donation was on behalf of the internal auditor, Chris Rippon who kindly completes the parish councils internal audit free of charge.

Action: Clerk to arrange payment

037/21 FINANCIAL MATTERS

It was **RESOLVED** by unanimous vote to approve the cashbook payments for May 2021

Date	Payee	Description	Invoice No	Total
28/04/2021	Clerk	Salary		Confidential
28/04/2021	CDC	Emptying of 6 Dog Bins @ £1.60 per bin plus 10% admin fee Winter Period once a week	20001349	£329.93

038/21 PLAY AREA PROPOSAL

Cllr Streule proposed the location of the four bike racks to be in between the playground, and the village hall next to the large bush.

It was also proposed to plant more trees in the area next to the playground to provide shelter. Concerns were raised with regards to the location of the trees, as it is where the annual bonfire is situated.

It was reported there needs to be more facilities for a greater range of ages, as there is not a lot for teenagers or adults in the village. It was proposed to have concrete table tennis tables, to increase the size of the basketball pitch to be full size, and for trim trail equipment to be located around the edge of the playing field.

It was noted that the ideas were good, but would impact things that were already in place, and the village would need to be consulted.

It was **RESOLVED** by unanimous vote to agree for the bike racks to be positioned by the village shop.

Action: Cllr Streule to notify scheme and arrange bike rack installation.

Action: Cllr Streule to arrange to have a diagram to be drawn up so the village can be consulted.

Action: Cllr Richardson to speak to the Village Hall regarding the bonfire location.

039/21 RAY BRIDGE CONSULTATION RESPONSE

A group of members from the village expressed concerns that Oxfordshire County Councils bridge proposal is an engineering solution, however proper consideration has not been given to the social and environmental consequence or the safety impact. The four areas of concern are 1. Traffic queues and congestion, 2. Air quality and pollution, 3. Pedestrian safety and 4. The heritage and conservation of the bridge.

Further to the concerns raised by the group it was noted, for the response statement to include –

- To ensure traffic lights prioritise moving traffic through the centre of the village to reduce stationary vehicles in built-up areas.
- Continuous calibration of signal model to ensure optimisation.
- Install continuous environmental monitoring, with data included in the Oxfordshire Air Quality scheme (<https://oxfordshire.air-quality.info>).
- Commitment to act should air quality drop below legal levels.
- Designation of Islip as a low emission zone, enforced with cameras.
- Expand traffic calming measures throughout the village and in the surrounding area, to discourage commuting traffic from cutting through the village, and promote cycling as an alternative to cars.
- Introduce traffic cameras and signage to control the passage of large vehicles through the village and across the bridge.
- Designate Islip as access only so that it is removed from Sat nav routes, and installation of appropriate signage to discourage through traffic.

It was **RESOLVED** by unanimous vote to send the response statement to include the points raised.

Action: Chairman to update the statement and sent to Oxfordshire County Council.

The chairman commented that it would be a good idea to focus on reducing traffic more generally as traffic volumes have continued to increase for several years. This has had a negative impact on pedestrian safety, speed, congestion, and air pollution, so this should be explored.

The chairman further commented that the parish council has recently set up an environmental working group, and it would be good for this group to look into what other communities are doing, and to incorporate this with the long-term environmental plan that is being drafted.

It was **RESOLVED** by unanimous vote to purchase air quality monitoring 'tubes', as a way of baselining the current air quality in the village, ahead of any works.

Action: Cllr Streule to look at the costs, and practical considerations for installation in the village.

040/21 To receive an update from -

a. County Councillor - Cllr Sames

It was commented that the Flood Officer would like to attend a parish council meeting to discuss flooding. As they are keen to have a community resilience plan and to look at storage for sand bags.

Action: Clerk to contact the Emergency Planning Officer to arrange attendance.

b. District councillors.

None.

041/21 Parish Councillors to provide update on portfolio progress –

a. Cllr Forbes

1. **Communications** – the parish website is to be added to the next agenda.

2. **Education** – no update.

3. **Public** – no update.

4. **Transport** – no update.

5. **Health** – has spoken to a member of the village regarding the SSEN grant, and is awaiting a reply.

6. **Security** – has spoken to a contractor regarding having the kissing gate posts replaced free of charge. They have advised they may not have the budget, as they are already repairing a fence for the village.

- b. **Cllr Richardson**
1. **Strategic Planning** – is looking into the Oxford 2050 plan.
 2. **Neighbourhood Plan** – will send an email to explain about the boundary.
 3. **Planters** – need to be replanted, and the budget needs to be confirmed so items can be purchased.
- Action: Cllr Richardson to circulate an email to explain the boundary.**
Action: Clerk to advise of the budget.
- c. **Cllr Price**
1. **Speed Camera** – this back in use, as the police have advised they will be acting on the information again. In 45 minutes, 34 vehicles were travelling above 34 mph, and 4 were over 40 mph. It has been noted a number of taxis heading towards the school were going above the speed limit.
 2. **Speed Watch** - would like volunteers to assist with the Community Speed Watch's data processing, this request is to be advertised via the parish magazine, and any new members who wish to join to please make contact.
- Action: Cllr Streule to make a note of the taxi company and pass to the clerk**
Action: Clerk to send an email regarding speeding taxi's.
- d. **Cllr Wiles**
1. **PC Properties** – is liaising with a member of the village regarding a piece of land, that is hoped to be turned into an orchard.
- Action: Chairman to meet and discuss options.**
- e. **Cllr Miller**
1. **Village Resilience Plan** – has been in contact with the Emergency Planning Officer regarding the village plan, and has been sent an example to review. Is working on a draft version and intends to have it ready for when the Emergency Planning Officer attends the parish council meeting.
 2. **Environment Working Group** – has been in contact with the 'Islip Wildlife Conservation Group', and is making arrangements to work on the environmental issues raised.
- f. **Cllr Streule**
As per item 038/21

042/21 To propose items for the next agenda

1. Website
2. Grass cutting
3. Red Lion requests 1. Adopt a phone box, 2. Dog Waste Bin.

043/21 Date of next meeting:

The date of the next meeting is Tuesday 8th June 2021 at 19.30, the location will be confirmed as soon as possible.

The meeting closed at 21.02

SIGNED: _____

Councillor: Nathan Wiles - Chairman

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 8th June 2021, at 7.30 pm.

MEMBERS PRESENT: **Parish Councillors:** Nathan Wiles (Chairman), Fiona Forbes, Dennis Price, Sophie Miller, and Anneka Streule.

OTHER COUNCILLORS: **District Councillors:** None
County Councillor: Calum Miller.

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** None.

APOLOGIES: The following apologies were received:
Parish Councillor: Nicola Richardson
District Councillors: None

044/21 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

045/21 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** by unanimous vote to accept the minutes for the parish council meeting held on Tuesday, 4th May 2021 as a true record.

046/21 PARISH COUNCIL WEBSITE

Discussions were held regarding the various quotations received.

It was **RESOLVED** by unanimous vote to accept the quotation from Bucknell Creations.

To create a mobile compatible compliant website, with search engine optimisation, and disability accessibility, also to provide full training and handover to the parish clerk.

Action: *Clerk to liaise with contractor*

047/21 RED LION REQUESTS

1. It was **RESOLVED** by unanimous vote to support an application in principle to be made by the landlady of the Red Lion Pub, to adopt a red telephone box to house a defibrillator.

Points to clarify -

- The defibrillator is in addition to the one located at the village hall.
- There is no cost to the parish council.
- The draft application to be bought back to the parish council for approval.
- To confirm the phone box location.
- The phone box to be red and supplied by BT.
- Landlady to sponsor the defibrillator.

Action: *Clerk to liaise with landlady.*

2. There were discussions regarding the location of the dog waste bin located near the pub, as it is difficult for customers to access without walking out of the pub garden and around to it. This was leading to dog waste being put into the general waste bin and complaints from the waste carrier. It was proposed by the landlady to purchase a dog waste bin, and to incur the costs of the collections. It was commented that the council may not empty a bin on private land, however if the bin was located on a outside wall it could work.

It was **RESOLVED** by unanimous vote to for a dog waste bin to be located within the beer garden, and for all costs including the waste collection to be incurred by the landlady.

Action: *Clerk to investigate with the District Council and liaise with the landlady.*

048/21 ASSUME RESPONSIBILITY

There were discussions regarding the parish council being approached by the village hall committee to assume responsibility of the annual village fete and fireworks display.

It was AGREED for the parish council chairman to attend the next village hall committee meeting to discuss.

Action: Chairman to attend meeting and report back.

049/21 GARDEN FRONTAGE COMPETITION

There were discussions regarding the re-organising of the garden frontage competition. It was proposed to have a wildlife category, and that a trophy would need to be sourced, it was proposed this could be shaped like a bee.

It was **RESOLVED** by unanimous vote to purchase a small trophy for approximately £10.00.

Action: Chairman to advise.

050/21 GRASS CUTTING

1. FOOTPATHS

A member of the village has raised concerns regarding the overgrown footpaths that run-

- Along the school from Bletchingdon Road to Church Close.
- Down the playing field to Mill Street.
- Parallel to the Kidlington Road.

The grass cutting contractor has been contacted and asked to strim these back, this is an additional cost.

Action: Cllr Miller to organise.

2. WAR MEMORIAL

It was advised the hedge behind the bench near the War Memorial was overgrown and needed to be cut back, also the grass around the memorial needed to be mowed.

It was **AGREED** for the hedge to be cut back, and the grass around the war memorial to be mowed.

Action: Cllr Forbes to organise.

3. PARISH WALK

This footpath is very overgrown, it could be strimmed back but may need to be included with the grass cutting contractor quotation.

Action: Chairman to organise.

051/21 DONATION OF LAND

There has been discussions regarding the term of the agreement, once this has been agreed the council will assume the legal costs of drawing up a contract.

Action: Chairman to organise.

052/21 FINANCIAL MATTERS

1. It was **RESOLVED** by unanimous vote to agree the following cashbook payments for June 2021.

Date	Payee	Description	Total
01/04/2021	OALC	Subscription	£146.16
01/05/2021	Cherwell District Council	Dog Bin maint	£329.93
01/06/2021	Bunkers Hill	Garden Com	£72.90
01/06/2021	Green Scythe Ltd	Cutting & Mowing	£593.45
01/06/2021	WR Henman	Playground hedge strimming	£208.80
			£1,350.94

2. It was advised the invoice from the playground works would be received soon.

Action: Cllr Streule to forward the works quotation to the clerk.

053/21 COUNTY COUNCILLOR UPDATE - Cllr Miller

1. Railway Consultation

There was a consultation on the East West Rail line which invited comments on both the future of Oxford Parkway and Bicester Village Stations, and of the London Road crossing in Bicester. The main thing to consider for the village would be about timings and frequency of trains, but at this stage it is mainly about the infrastructure.

2. Great Wolfe Estate

The planning inspector has approved the Great Wolfe Estate project, by supporting the appeal from the developers to which there is no recourse for the planning authority. Cherwell District Council unanimously rejected the proposal, the developers appealed, and it was upheld by the planning inspector. The main consequence for the village is the concern regarding traffic passing through, during the development there will be hundreds of workers and employees, along with visitors during the operation of the site. The affectations from the developers about how many local passes will be available, or local discounts are not yet confirmed, so we will need to wait to see what impact that will have. It was commented by a parish councillor that due to the water usage of the proposal, in this water shortage area it was surprising this proposal was approved.

3. Islip Bridge

Has been in touch with the two officers that are responsible for the consultation process, due to the level of interest their view is to receive all the information by the deadline of the 11th July, and to take a period to review this information. There is the possibility of another public consultation to give more people the chance to engage, as this could now be face to face. The officers want to see what the consultation contains but are open to the idea of delaying the final decision. The questions raised at the last open meeting showed model work still needs to be done on questions like the turn back at the top of the square, the officers are open to the idea that they would like to come and talk to people. It was asked if the delay meant temporary measures would be put in place, it was confirmed that it was likely this would not be necessary. The timeline from the latest information was that none of this would be implemented until next spring/summer. So, it is not clear why temporary measures would be needed just to allow for the consultation, it might mean that there are temporary measures necessary from spring onwards, but it would be good to have that as part of the engagement. It was asked if there was going to be work completed under the bridge this summer when the water levels were lowest. It was commented that this question would be asked.

Action: Cllr C Miller to confirm about the works under the bridge.

054/21 DISTRICT COUNCILLORS

None

055/21 PARISH COUNCILLORS

1. Cllr Forbes:

- i. **Education** - No update.
- ii. **Communication** - No update.
- iii. **Info4Islip** - No update.
- iv. **Public Transport** – No update.
- v. **Health** - No update.
- vi. **Security** – Will contact the local policeman and the Neighbourhood Watch team, to check the process for recruiting volunteers. As it would be good to advertise in the parish magazine and via Info4islip for volunteers to join the Neighbourhood Watch.

Action: Cllr Forbes to update clerk with outcome.

- vii. **Potholes** – The potholes along the Kidlington Road are coming back, please report any such issues to fix-my-street <https://fixmystreet.oxfordshire.gov.uk/> or by contacting 0345 310 1111.

2. Cllr Richardson:

- i. **Strategic Planning** - No update.
- ii. **Neighbourhood Plan** - No update.

3. Cllr Price:

i. **Traffic** – No update.

ii. **Railways**

Enquiries were made regarding train timings, and it was advised these could not be changed, as there is an agreement with Oxford County Council to run 8 trains a day. If more trains are put on it slows them down, and they want to keep under one and a half hours to get to Cambridge.

An idea of having a cycle and footpath along the railway line between Mill Lane and Oxford Parkway was submitted via the LCWIP but has also been submitted as part of the Oxford Parkway consultation, this has been accepted and it is being reviewed.

iii. **Community Speed Watch**

The Community Speed Watch has returned and are looking for volunteers for the camera work and to process the data for the speed camera.

It was proposed to find someone working on their Duke of Edinburgh award to assist with processing the data, and an advert in the parish magazine would be good.

Action: Cllr Price to check under 18's can process the data.

Clerk to include advert for volunteers in the parish magazine.

iv. **Lost Pathways/Footpaths**

There is a deadline for historical routes to be recorded on a definitive map, if footpaths have not been claimed in the next 5 years they will be lost.

There may be some pathways/footpaths surrounding Islip that need to be recorded. By looking at older ordnance maps you can locate the paths that have not been put on newer ones.

Action: Cllr Price to investigate.

4. Cllr Wiles

i. **PC Properties**

The Ray Bridge submission was sent in last week.

5. Cllr S Miller

i. **Flooding**

The Community Resilience Officer has sent through an example emergency plan, and it would be good to invite the officer along with some members of the village to the next parish council meeting to discuss further.

Action: Clerk to invite to the next meeting

ii. **Environment**

- The environment sub-committee had a meeting and there has been lots of enthusiasm about the plan to plant trees on the playing field. It was proposed for bird boxes to be considered for the trees.
- Enquiries are being made regarding the responsibilities of the parish council when the new environment bill comes in, although the work currently taking place is putting the parish council in a good position.
- The verges around the village have grown long, and the children from the village are going to design some signs to explain that this is deliberate.
- An article is going to be put together for the parish magazine to make others aware and encourage people to join the environment sub-committee.

6. Cllr Streule:

i. **Air Quality Diffusion Tubes Update**

Has sourced a company that can provide Nitrogen Dioxide diffusion tubes, the fixtures and fittings to put them up, and also process and analyse the data to the

District Council's requirements. The diffusion tubes would be in place for a minimum of 4 weeks, and we would need to get an annual mean reading.

The price is £5.95 plus VAT per tube, which includes the processing. There is a minimum order of £50.

The location of the tubes is important, and we would need to identify the best places around the village to obtain the readings.

Action: Cllr Streule to identify locations for tubes.

ii. **Playground** – no update.

iii. **Playing Field** – no update

iv.

056/21 Date of next meeting:

The date of the next meeting is Tuesday 13th July 2021 at 19.30, and it will be held at the village hall.

The meeting closed at 21.17

SIGNED: _____

Councillor: Nathan Wiles - Chairman

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 13th July 2021, at 7.30 pm at the village hall.

MEMBERS PRESENT: **Parish Councillors:** Nathan Wiles (Chairman), Fiona Forbes, Dennis Price, Anneka Streule and Sophie Miller.

OTHER COUNCILLORS: **District Councillors:** None
County Councillor: Calum Miller

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** Two.

APOLOGIES: The following apologies were received:
Parish Councillor: Nicola Richardson
District Councillors: None.

057/21 Declarations of Interest & Applications for Dispensation

None

058/21 Minutes of the previous meeting

It was **RESOLVED** by unanimous vote to accept the minutes for the parish council meeting held on Tuesday, 8th June 2021 as a true record.

059/21 Emergency Planning Officer

The Emergency Planning Officer gave a presentation.

- An overview of the service and how it has been supporting through the Covid outbreak.
- Provided information of flooding in the local area.
- Provided an out of hours number that can be circulated.
- There were discussions regarding the community emergency plan.
- It was noted the Village Hall Committee would need to be contacted as part of the plan.

060/21 A34 Southbound Slip Road to Kidlington

- i. There were discussions regarding the concerns with the road layout, which had also been raised again recently by members of the village.
- ii. There seemed to be confusion with who is responsible for the road, whether it is the County Council or the Highways Authority.
- iii. More is needed than simply better signs and cutting back the verges.
- iv. Cllr C Miller offered to pursue an enquiry and will report back.

Action: Cllr C Miller to investigate and report back.

061/21 Cricket Club Request – Sight Screens

The cricket club request was considered, and it was proposed for the clerk to enquire how much is needed.

Action: Clerk to make enquiries and report back to the council.

062/21 Footpaths

Concerns have been raised with footpaths around the village not being accessible.

Action: Clerk to contact the farmers and request the footpaths are made accessible.

063/21 Otmoor Art Fair

The Otmoor Art Fair request was considered, and it was proposed for the clerk to confirm the amount awarded previously.

Action: Clerk to check the previous amount awarded.

064/21 Finance Matters

It was agreed by unanimous vote to pay the cashbook payments for July.

065/21 To receive an update from

1. County Councillor - Cllr C Miller

I. Flooding

Is in the process of arranging a four-way meeting with Thames Water, Cherwell District Council, Oxford County Council, and the Environment Agency to address the issues, and will provide an update with the outcome.

II. Ray Bridge

The team is considering the responses to the consultation and is still planning to hold a public exhibition as the lock-down restrictions are expected to be lifted. There will not be any works this year, as they have been postponed until next year.

III. Speed Watch

Has been in touch with the speed watch contact, and once they have returned from paternity will ensure their details are passed on to Cllr Price so the connection can be re-established.

IV. Temporary Road Closure – Bletchingdon Road.

This road will be closed from 13th to 15th September for resurfacing.

V. PCR Testing Stations

Due to the high number of Covid cases in the city of Oxford in 18-30-year-olds, there have been PCR testing stations opened for anyone, of any age, who works in Oxford that would like to be tested.

The mobile units are located in -

1. South Park (St Clements's end).
2. Outside the Blavatnik School of Government on Walton Street.
3. Manzil Way Gardens, Cowley Road

VI. Streetlamps

There is a proposal to replace all streetlamps with L.E.D lighting to reduce the carbon footprint, encourage dark skies, and conserve energy. But there is also a balance between this and safety. If there is anyone that has a strong view it would be welcomed.

2. District councillors.

None

3. Parish councillors

1. Cllr Forbes:

No update

2. Cllr Richardson:

No update.

3. Cllr Price:

- I. **Community Speed Watch** – the speed camera is being shared by Weston-on-the-Green and volunteers have been trained.

It has been queried with the police if the volunteers that process the speed watch data can be under 18, it is hoped a response will be received soon.

It was proposed to have a speed watch day after the summer holidays.

4. Cllr Wiles

No update

5. Cllr S Miller

i. Flooding

- Will follow-up from the presentation today and will create a skeleton plan to be filled in by speaking to different groups.
- Will also speak to the resident that is having serious flooding issues, as the purpose of the emergency plan is to help with these situations.

ii. Environment Working Group

- Have met and it was enthusiastically attended.

- There is a plan to collect the plastic surrounding the trees in the Millennium Wood.
- It was mentioned it would be good to have a map of land owned by the parish council, to consider other places for wilding.
- It was noted The Great Big Green week is from 18th -26th September 2021, this is a national event.

6. Cllr Streule:

i. Playground

- Concerns were raised regarding the age of the playground equipment, and it was proposed to start planning the next steps to avoid the playground being out of use.
- It was proposed for a fund-raising page with a QR code to be put in the park, and on the parish website. Visitors could then leave a donation after enjoying using the facilities.
- A playground working group was formed.

ii. Nitrogen Dioxide Tubes

- There were discussions regarding the location of the tubes, and it was proposed to purchase 10 and to place them around the village.

7. Thank you

It was noted from the councillors to say a sad 'farewell' and a huge 'thank you' to Cllr Forbes for all her hard work and contributions to the village over the years. The councillors all wished Cllr Forbes well.

066/21 Date of next meeting:

The date of the next meeting is Tuesday 14th September 2021 at 19.30, and it will be held at the village hall.

The meeting closed at 21.17

SIGNED: _____

Councillor: Nathan Wiles - Chairman

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 21st September 2021, at 7.30 pm .

MEMBERS PRESENT: **Parish Councillors:** Nathan Wiles (Chairman), Nicola Richardson, Sophie Miller, Dennis Price and Anneka Streule.

OTHER COUNCILLORS: **District Councillors:** David Hughes.
County Councillor: Calum Miller

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** 7 members of the public.

APOLOGIES: The following apologies were received:
Parish Councillor: Fiona Forbes
District Councillors: None.

067/21 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

068/21 Minutes of the previous meeting

It was **RESOLVED** by unanimous vote to accept the minutes for the parish council meeting held on Tuesday 13th July 2021 as a true record.

069/21 Public Participation

- Concerns were raised regarding a planning application.
- A Ray Bridge update was requested.

070/21 Co-option

It was **AGREED** by unanimous vote to co-opt Nina Gray on to the parish council.
It was proposed by Cllr Wiles and seconded by Cllr Richardson.

071/21 Memorial Bench for Mr. Sargent

It was **AGREED** by unanimous vote to approve the request for a memorial bench with a plaque to be placed in the Millennium wood near the memorial tree.

Action: Clerk to make contact and advise of approval.

072/21 Cricket Club Request

It was **AGREED** by unanimous vote to contribute £450 towards the sight screens.

Action: Clerk to make contact and arrange purchase.

073/21 Otmoor Art Fair Request

It was **AGREED** by unanimous vote to contribute £500 towards the event.

Action: Clerk to arrange payment.

074/21 Skinner's Orchard Proposal

There were discussion regarding the proposal and it was considered there was not the funds to pay for the legal costs.

It was **AGREED** by unanimous vote to support the proposal, however there would need to be fundraising to cover the costs.

075/21 Traffic Calming Measures

Serious concerns were raised regarding pedestrian safety, speeding in the village and the need to enforce the measures that are already in place.

It was **AGREED** by unanimous vote for Cllr Price to explore traffic calming measures for the village.

076/21 Financial Matters

It was **AGREED** by unanimous vote to accept the following cashbook payments for August and September.

Date	Payee	Description	Total
14/08/2021	Clerk	Salary	Private
14/09/2021	Clerk via expenses	Microsoft Office 365	£79.99
14/09/2021	Moore	External Audit	£240.00
14/09/2021	Green Scythe Ltd	Grass cutting	£1,316.50
14/09/2021	Green Scythe Ltd	Grass cutting	£1,186.90
14/09/2021	Trevor Stewart	Supply & Install of Zip Wire	£6,916.80
14/09/2021	Clerk	Salary	Private
		Total	£10,479.37

077/21 Planning

I. Planning Applications

The following planning applications were considered –

Application Reference	Address	Ward	Deadline	Outcome
21/02780/F A single platform timber tree house to the rear of the back garden.	Ray Cottage, Mill Street, Islip, OX5 2SY	Islip	23.09.2021	The PC objected on the grounds the build is overbearing, has a negative impact in a conservation area, along with privacy concerns. <i>Action: Clerk to contact OCC.</i>
21/02932/TCA T1 x Damson tree- Fell stump and grind due to proximity to wall.	The Ridings, High Street, Islip, OX5 2RX	Islip	15.09.2021	No objections.

ii. Planning consultations

Cllr Richardson noted there are three active plans that the parish council are involved with -

1. The Oxfordshire Plan 2050

There were discussions and a response will be circulated and sent before the deadline on 9th October.

2. The Cherwell Plan

There were discussions regarding the response, and this will be circulated before the deadline on 10th November.

3. The Ox-Cam Arc.

A response is being drafted.

078/21 Councillor Reports

The County, District and Parish councillors' reports were received.

Islip Bridge

- The second consultations on proposals to manage traffic across Islip bridge and to protect the bridge structure were well attended.
- There are concerns about traffic modelling and the team at the County Council are planning to design and implement temporary traffic lights with the same sequence as proposed, so they can monitor the impact on traffic over a long period.
- It is hoped to implement this in the first quarter of 2022 and to hold a public exhibition in the village to share the proposals before any changes are made.
- The bridge condition is being regularly monitored.

079/21 Date of next meeting:

The date of the next meeting is Tuesday 12th October 2021 at 19.30, and it will be held at the village hall.

The meeting closed at 21.39

SIGNED: _____

Councillor: Nathan Wiles - Chairman

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 19th October 2021, at 7.30 pm .

MEMBERS PRESENT: **Parish Councillors:** Nathan Wiles (Chairman), Sophie Miller and Anneka Streule.

OTHER COUNCILLORS: **District Councillors:** None
County Councillor: Calum Miller

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** 2 members of the public.

APOLOGIES: The following apologies were received:
Parish Councillor: Fiona Forbes, Nicola Richardson and Dennis Price.
District Councillors: None.

080/21 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

081/21 Minutes of the previous meeting

It was **RESOLVED** by unanimous vote to accept the minutes for the parish council meeting held on Tuesday 21st September 2021 as a true record.

082/21 Public Participation

- A representative from the village shop attended to request financial support with rent.

083/21 Village Website

There were discussions held regarding the parish council taking on the village website, and it was noted that the parish council had already begun work on its own website so would not need to maintain two.

Action: Clerk to update

084/21 Financial Matters

It was **RESOLVED** by unanimous vote to accept the cashbook payments for October 2021.

Cashbook 19 October 2021

Date	Payee	Description	Total
19/10/2021	Roger C Simmonds	Supply & Install 5 oak posts, post crete & labour	£300.00
19/10/2021	Roger C Simmonds	Supply & Install 3 oak posts, post crete & labour	£180.00
19/10/2021	Expenses Hillary Goodwin	Noticeboard repairs	£40.50
19/10/2021	Islip Village Hall	Film night	£32.00
19/10/2021	Cherwell District Council	Emptying of 6 dog bins	£659.84
19/10/2021	Clerk	Salary	Private
19/10/2021	HMRC	Employee contributions	Private
Total			£1,776.07

085/21 Planning Matters

The following applications were discussed

Application Reference	Address	Ward	Deadline	Outcome
21/03157/F Two storey and single storey rear extension.	1 Hilltop Gardens, Islip, Kidlington, OX5 2SJ	Islip	26.10.2021	No objections

21/03016/F Two storey side extension, single storey rear extension and garage conversion.	Janus, Middle Way, Islip, OX5 2SH	Islip	18.10.2021	Objected – on design grounds.
21/02956/F Demolition of existing conservatory at rear, construction of a new rear single storey extension, insertion of new side door, cloakroom window, study window, replacement of existing front elevation window with a new larger window and associated external works	38 North Street, Islip, OX5 2SQ	Islip	12.10.2021	No objections
21/03341/F Erection of part 2 storey part single storey side/rear extension to provide 2 bed dwelling house.	30 Bletchingdon Road, Islip, OX5 2TQ	Islip	29.10.2021	Deferred to November meeting,

086/21 Councillor reports

The councillors present gave their reports.

1. **Verges** – it was commented that some of the verges in the village are being park on, it was agreed that the clerk should write to the resident and suggest an alternative.

Action: Clerk to write letter to resident

087/21 Date of next meeting:

The date of the next meeting is Tuesday 9th November 2021 at 19.30, and it will be held at the village hall.

The meeting closed at 21. 39

SIGNED: _____

Councillor: Nathan Wiles - Chairman

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 9th November 2021, at 7.30 pm.

MEMBERS PRESENT: **Parish Councillors:** Nathan Wiles (Chairman), Dennis Price, Nicola Richardson, Sophie Miller and Anneka Streule.

OTHER COUNCILLORS: **District Councillors:** David Hughes.
County Councillor: Calum Miller.

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** 2 members of the public.

APOLOGIES: The following apologies were received:
Parish Councillor: Fiona Forbes
District Councillors: None.

087/21 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

088/21 Minutes of the previous meeting

It was **RESOLVED** by unanimous vote to accept the minutes for the parish council meeting held on Tuesday 19th October 2021 as a true record.

089/21 Public Participation

A member of the village attended to raise concerns to the Parish and County Councillors regarding the proposed 2050 planning development and the Church Commissions extensive proposal.

090/21 To receive County and District councillor reports

The councillors present gave their reports.

091/21 Parish Website

It was noted that the website currently used by the parish council would cease on the 12th January 2022.

The parish council's website is currently being built and will be populated by the clerk.

It was **RESOLVED** by unanimous vote to obtain a .gov web domain and a clerk mailbox.

092/21 Financial Matters

It was **RESOLVED** by unanimous vote to accept the cashbook payments for November 2021.

Date	Payee	Description	Invoice No	Total
09/11/2021	Islip Village Hall Ltd	Film night - 08.09.2021 VAT	20211102	£6.40
09/11/2021	Islip Village Hall Ltd	Film night - 13.10.2021 VAT	20211114	£38.40
09/11/2021	Clerk via expenses	Bunkers Hill inv Bedding plants	34557	£89.25
09/11/2021	Green Scythe Ltd	Grass cutting	13316	£1,260.16
09/11/2021	Green Scythe Ltd	Grass cutting	13760	£813.23
09/11/2021	Clerk	Salary - Nov	See payslip	Private
09/11/2021	Clerk	Bonus	Private	Private
14/12/2021	Clerk	Salary - Dec	See payslip	Private
			Total	£4,002.12

Planning Application

To consider the following applications from Cherwell District Council

Application Reference	Address	Ward	Deadline	Outcome
21/03341/F Erection of part 2 storey part single storey side/rear extension to provide 2 bed dwelling house.	30 Bletchingdon Road, Islip, OX5 2TQ	Islip		The council expects that any neighbours' submissions will be given consideration
21/03372/F Disabled shower room single storey side extension.	Northcote, Kidlington Road, Islip, OX5 2SS	Islip	19.11.21	No objections.
21/03555/F Replace existing concrete tiled roof with new artificial slate roof (retrospective); add a gable dormer to the rear to provide headroom for relocated stairs; installation of integrated solar panels; air source heat pumps, raising the roofline of front gable to accommodate headroom at first floor (internally raising floor to match existing levels). The External Walls: Reconfigure ground floor openings to accommodate large sliding doors to improve physically and visually connection with the main garden; upgrade insulation to walls by externally insulating the upper floor and finishing with render of timber cladding; modification to apertures to accommodate reconfigured internal layout and improve natural light.	Lower House, Lower Street, Islip, OX5 2SB	Islip	25.11.21	No objections.

093/21 Parish Councillors

1) Cllr Richardson

i. The Cherwell Plan 2040

Has been responded to on behalf of the village, the points covered were -

- a) Sites surrounding Islip that were suggested for development were strongly objected too as they are on green belt land.
- b) It was noted any development on greenbelt land would require a change in policy first.
- c) Greenbelt should continue to be protected, and it would be good to see a policy within the plan to aid this.
- d) Brown field sites to be prioritized first
- e) New housing in rural areas to be agreed through meaningful consultation.

ii. The Neighbourhood Plan

1. Work on a neighbourhood plan will start in the new year, and funding will be explored.

Cllr Price

iii. Community Speed Watch

The speed camera has been lent to Weston-on-the-green, and they have been conducting speed watch.

iv. Railway

The ticket machine is still not working.

Clerk: To write a letter to Chiltern Railway to have the ticket machine reinstated.

2) Cllr Wiles

PC Properties

a. Substation Lease

To be moved to the next agenda.

b. Trees near rail line

Special thanks were noted to Fergal Gearon for the alert to damage caused by a fallen tree to the rail fencing along the playground edge. Engineers were able to fix the damage within 48hrs, preventing the tree falling onto the tracks.

Clerk: To obtain a copy of the tree survey from 2018, to arrange a new tree survey and also arrange a quote for the trees along the track to be cut back.

c. Gate

The playing field gate needs to be repaired.

Clerk: To arrange repairs to the gate.

d. Verges

There has been extensive damage to the verges and villagers are asked to refrain from parking on there, also any contractors or visitors are requested to do the same.

3) Cllr S Miller

i. Environment

- Volunteers are required for various roles, anyone interested should contact the clerk for more information.
- The contractor that maintains the verges along Mill Lane has been contacted and they will be cut over the next few weeks.

4) Cllr Streule

i. Playground

- Conversations were held on how to manage the playground maintenance.
Councillors to meet at the playground to discuss next steps.

Exclusions of the public and press

094/21 Staffing Matters

It was agreed to award the clerk the annual bonus by unanimous vote.

095/21 To propose items for the next agenda

Budget

096/21 Date of next meeting:

The next meeting of the Parish Council will be held on Tuesday 11th January 2022 at 7.30pm at the village hall.

The meeting closed at 21. 30

SIGNED: _____

Councillor: Nathan Wiles – Chairman

ISLIP PARISH COUNCIL MINUTES

MEMBERS PRESENT: **Parish Councillors:** Nathan Wiles (Chairman), Dennis Price, Nicola Richardson, Sophie Miller and Anneka Streule.

OTHER COUNCILLORS: **District Councillor:** David Hughes.

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** 3 members of the public.

APOLOGIES: The following apologies were received:
Parish Councillor: Fiona Forbes
District Councillors: None.
County Councillor: Calum Miller

097/22 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

098/22 Minutes of the previous meeting

It was **RESOLVED** by unanimous vote to accept the minutes for the parish council meeting held on Tuesday 9th November 2021 as a true record.

This was proposed by Cllr Wiles and seconded by Cllr Richardson.

099/22 Public Participation

- Concerns were raised regarding the recent proposal for housing around Islip.
- There were discussions regarding reinstating a historic item to its original location in the village.

100/22 Co option

It was **RESOLVED** by unanimous vote to co-opt Nina Gray on to the parish council.

This was proposed by Cllr Wiles and seconded by Cllr Richardson.

101/22 District Councillor reports

The councillor present gave their report.

102/22 Parish Councillor report

It was **RESOLVED** by unanimous vote for parish councillors to write a short report ahead of the monthly meeting and circulate, this would also be used for the parish newsletter.

This was proposed by Cllr Wiles and seconded by Cllr Richardson.

103/22 Grant request

It was **RESOLVED** by unanimous vote to award St Nicholas Church, Islip £1,120.00 for the upkeep of the Church yard and to contribute towards the printing of the Three Parish Newsletter. This will be awarded using the 'grant' budget funds.

This was proposed by Cllr Wiles and seconded by Cllr Price.

104/22 Posts for Mill Street

It was **RESOLVED** by unanimous vote to obtain a quote for a contractor to install posts along the Mill Street verge, with the parish council to provide the posts.

This was proposed by Cllr Streule and seconded by Cllr Miller.

Action: Clerk to obtain a quote

105/22 Financial Matters

1. Cashbook Payments

It was **RESOLVED** by unanimous vote to pay the cashbook payments for January 2022 as follows.

This was proposed by Cllr Wiles and seconded by Cllr Price.

Date	Payee	Description	Amount
11/01/2022	Islip Village Hall Ltd	Film night - 10.11.2021	£38.40
11/01/2022	Islip Village Hall Ltd	Film night - 10.11.2021	£38.40
11/01/2022	Bunkers Hill	Bunkers Hill inv Bedding plants	£50.40
11/01/2022	Durrant Cricket	Sight screen with delivery	£1,254.00
11/01/2022	Green Scythe Ltd	To cut the village greens, verges & M Wood	£520.19
11/01/2022	Green Scythe Ltd	Tree surgery & Verge Cutting	£571.20
11/01/2022	OALC	Roles and Responsibilities	£120.00
11/01/2022	Clerk	Salary	Private
		Total	£2, 923.58

2. Quarterly Budget Update

The quarterly budget update was received.

2021-22	Grants	Subscriptions	Insurance	Audit	Contingency	Ground Maint	Rec. Ground	Land Maint SW	Vandalism
APRIL	£0.00	£224.16	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
MAY	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
JUNE	£0.00	£0.00	£1,129.96	£0.00	£399.00	£802.25	£0.00	£0.00	£0.00
JULY	£0.00	£0.00	£0.00	£0.00	£351.00	£0.00	£0.00	£0.00	£0.00
AUGUST	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
SEPTEMBER	£0.00	£79.99	£0.00	£240.00	£0.00	£2,503.40	£0.00	£0.00	£0.00
OCTOBER	£532.00	£0.00	£0.00	£0.00	£40.50	£0.00	£0.00	£480.00	£0.00
NOVEMBER	£44.80	£0.00	£0.00	£0.00	£0.00	£2,740.10	£0.00	£89.25	£0.00
DECEMBER	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
JANUARY	£445.00	£0.00	£0.00	£0.00	£0.00	£1,141.79	£0.00	£0.00	£0.00
FEBRUARY	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
MARCH	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
SPENT	£1,021.80	£304.15	£1,129.96	£240.00	£790.50	£7,187.54	£0.00	£569.25	£0.00
BUDGETED	£2,431.00	£243.00	£1,138.00	£205.00	£2,000.00	£4,819.00	£400.00	£4,620.00	£250.00
REMAINING	£1,409.20	-£61.15	£8.04	-£35.00	£1,209.50	-£2,368.54	£400.00	£4,050.75	£250.00

2021-22	Gardens comp	Islip PCC	Dog Bin Maint	Play Area	Play Area New Eq	Burial G	Training
APRIL	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£120.00
MAY	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
JUNE	£72.90	£0.00	£329.93	£0.00	£0.00	£0.00	£0.00
JULY	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
AUGUST	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
SEPTEMBER	£0.00	£0.00	£0.00	£0.00	£6,916.80	£0.00	£0.00
OCTOBER	£0.00	£0.00	£659.84	£0.00	£0.00	£0.00	£0.00
NOVEMBER	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
DECEMBER	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
JANUARY	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£120.00
FEBRUARY	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
MARCH	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
SPENT	£72.90	£0.00	£989.77	£0.00	£6,916.80	£0.00	£240.00
BUDGETED	£50.00	£570.00	£1,049.00	£101.00	£1,000.00	£300.00	£0.00
REMAINING	-£22.90	£570.00	£59.23	£101.00	-£5,916.80	£300.00	-£240.00

3. **Budget review and planning**

There were discussions held regarding the councillors portfolios and the cost needed to maintain the village. It was noted that most of the precept was allocated in the village upkeep, and there was a need for an increase.

It was **RESOLVED** by unanimous vote to increase the current amount by £10 per household.

Action: Clerk to arrange with Cherwell District Council

Debit Card

It was **RESOLVED** by unanimous vote for the clerk to apply for a debit card for the parish councils bank account.

This was proposed by Cllr Wiles and seconded by Cllr Richardson.

106/22 Planning Application

None

107/22 Parish Councillors

The councillors present gave their report.

108/22 Items for the next agenda

Cricket club nets for March agenda

109/22 Date of next meeting:

The next meeting of the Parish Council will be held on **Tuesday 8th March 2022 at 7.30pm.**

The meeting closed at 21. 30

SIGNED: _____

Councillor: Nathan Wiles – Chairman

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 8th February 2022, at 7.30 pm.

MEMBERS PRESENT: **Parish Councillors:** Nathan Wiles (Chairman), Dennis Price, Nicola Richardson, Sophie Miller, Aneka Streule and Nina Gray.

OTHER COUNCILLORS: **County Councillor:** Calum Miller
District Councillor: David Hughes

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** One member of the public.

APOLOGIES: The following apologies were received:
Parish Councillor: None
District Councillors: None.

110/22 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

111/22 Minutes of the previous meeting

It was **RESOLVED** by unanimous vote to accept the minutes for the parish council meeting held on Tuesday 11th January 2022 as a true record.

This was proposed by Cllr Wiles and seconded by Cllr Richardson.

112/22 Public Participation

Zebra Crossing

A member of the village made enquiries regarding the installation of a zebra crossing along the High Street.

Cllr Price gave the following update

- a) This had been looked at before where the village needed crossings as part of the Village Traffic Plan.
- b) It is a difficult process to establish one and took years to get the school traffic patrol.
- c) The crossing criteria is quite tight, and this site would not meet them, included are 1-meter-wide pavements on either side and clear views. It would need step free access.
- d) The best action is to ensure the 20mph speed limit in the village is adhered to.
- e) It was noted that a crossing costs £35,000, that would have to be paid by the Parish Council.

Action: Clerk to update

113/22 Councillor reports

County Councillor Calum Miller

1. Ray Bridge

- Further to receiving feedback from the consultations there will be a trial running as close to the proposed scheme as possible, this is to demonstrate the impact of the scheme on the village.
- This will include 3 sets of traffic lights, and will run for a total of 6 weeks, the first 2 to allow everyone to get used to it.
- Data will be captured in the last 2 weeks of June and the first two weeks of July.
- Data for traffic, pollution, and noise levels will be tested at points through-out the village, with a baseline reading taken initially.
- The bridge will be closed for a short time and will be advertised beforehand, pedestrian barriers are to be installed.
- Concerns have been raised regarding the time of year and the agricultural traffic that may be affected.
- It was noted The Swan pub carpark could be used to assist.
- The delayed bridge repairs will take place while the scheme is being run.
- Once the scheme has been run and the data has been collated an exhibition/consultation will take place with the village early autumn.

- The scheme will trial part of Mill Street as being one -way and some of the parking spaces next to the green will need to be removed to accommodate the traffic.
- 2. **Stratfield Brake/Oxford United**
Concerns have been raised regarding the traffic flow associated with this proposal. There is a public consultation until 22nd February 2022.
[Stratfield Brake, Kidlington - land use proposal | Let's Talk Oxfordshire](#)
The cabinet will meet again in March was the consultation has concluded.
- 3. **Kidlington Local Walking and Cycling Infrastructure Plan (KLWCIP).**
Has recently been adopted by the cabinet.

District Councillor David Hughes

1. Planning

Is attending a planning meeting and will pass on concerns raised.

2. Partnership ended

Cherwell District Council and Oxford County Council have finished working together

There will be staff changes due to this.

3. Stadium Proposal

Will collaborate between the villages as a district councillor.

Concerns have been raised regarding the traffic in the village on match days.

114/22 Financial Matters

1. It was **RESOLVED** by unanimous vote to pay the cashbook payments for February 2022 as follows.

This was proposed by Cllr Wiles and seconded by Cllr Price.

Date	Payee	Description	Amount
08/02/2022	Islip Village Hall Ltd	Film night - December	£38.40
08/02/2022	Islip Village Hall Ltd	Islip baby and toddler group (Sept - Nov)	£221.20
08/02/2022	Clerk via expenses *	Annual website subscription	£68.40
08/02/2022	Islip Parochial Church Council	Grant	£1,200.00
08/02/2022	Clerk via expenses *	Employers PAYE	Conf
08/02/2022	Clerk	Salary	Conf
			£2,116.42

2. It was **RESOLVED** by unanimous vote to pay the clerk by standing order as per the Financial Regulations.
This was proposed by Cllr Wiles and seconded by Cllr Price.

114/22a Planning Applications

None

114/22b Parish Councillors Reports

1. Councillor Richardson

Neighbourhood plan

- The neighbourhood plan has been accepted in principle.
- There is a lack of volunteers, considering breaking down task into smaller jobs to encourage support.

2. Councillor Price

Speed watch

- Working to get the new process up and running.
- Has completed the training.
- The purpose of the scheme has changed, and now seems to be more focused on educating people and may no longer include a penalty.

- Is not happy with the new system but will continue.
3. **Councillor Wiles**
- Has been approached by a group regarding a piece of the parish councils land and they are exploring possibilities.
 - There has been a request made for a tree to be dedicated to the Queen in line with the #
 - jubilee.
- Cllr Streule to arrange**
- It was noted that Info4Islip had not been operational.
- Cllr Wiles to restore**
4. **Councillor Streule**
- The oil dump site has had lots of interest recently.
5. **Councillor S Miller**
- Parish Council Assets**
- Has been liaising with the previous clerk regarding land owned by the parish council, and it has been confirmed the parish council owns –
 1. The playing field (minus the apron)
 2. The Swan car park
 3. Lower Street common
 4. Allotments
 5. Millennium Walk
 6. The new burial ground
 7. Kerwood Field
 8. The War Memorial
 9. The playground.
 10. Noticeboards.
 - Cllr S Miller will take this list to the environmental group for ideas.
 - It was noted there needs to be clarity on who owns the verges.
- Cllr S Miller to investigate**
- Noticeboards**
- It was noted that the parish council did not have a key for its noticeboards. Cllr S Miller advised they would be happy to have a key cut and take care of the noticeboards on behalf of the council.
- Cllr S Miller to arrange**
6. **Councillor Gray**
- a. Queens Jubilee**
- Is working with other groups in the village to arrange an event for the Queen’s Jubilee.
- b. Turnstiles**
- Has received a quotation from Kidlington Joinery to restore the turnstiles, is willing to contribute £100 towards the £160 per turnstile due to them being situated on Cllr Gray’s land. Also, will arrange for a plaque to be fitted to explain what they are.
- It was **RESOLVED** by unanimous vote to accept the quotation and assist with the cost. This was proposed by Cllr Gray and seconded by Cllr Wiles.
- c. Post and Plank Replacement**
- Quotations were presented to the council for posts to be installed along the verges and for the damaged fencing planks to be replaced. These will be addressed in the next financial year.

Date of next meeting:

The next meeting of the Parish Council will be held on **Tuesday 8th March 2022 at 7.30pm.**

The meeting closed at 21. 30

SIGNED: _____

Councillor: Nathan Wiles – Chairman

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 8th March 2022, at 7.30 pm held virtually.

MEMBERS PRESENT: **Parish Councillors:** Nathan Wiles (Chairman), Nicola Richardson, Dennis Price, Sophie Miller, Anneka Streule and Nina Gray.

OTHER COUNCILLORS: **County Councillor:** Calum Miller
District Councillor: None

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHERS PRESENT: **Members of the Public:** One member of the public.

APOLOGIES: The following apologies were received:
Parish Councillor: None
District Councillors: David Hughes.

115/22 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

116/22 Minutes of the previous meeting

It was **RESOLVED** by unanimous vote to accept the minutes for the parish council meeting held on Tuesday 8th February 2022 as a true record.

This was proposed by Cllr Wiles and seconded by Cllr Richardson.

117/22 Public Participation

A resident attended to make enquiries to find out how to support Ukrainian refugees, it was noted that the County Council website had relevant information.

118/22 County Councillor Update

a) Two key consultations

1. Traffic Plan consultation which closes imminently.
2. Stratfield Brake consultation where there is further information exchange and details being discussed.

It was noted that Cherwell District Council currently hold the lease and it may not be relinquished.

b) Cyclist Request

It was requested that when the temporary traffic lights on the Ray Bridge were being set-up could the timings be so that a cyclist could get across?

This request was noted.

c) Plant Based Food Policy

It was commented that the recent decision by the County Council to promote plant-based food was to educate on alternative choices, encourage healthy eating and to promote locally sourced food.

119/22 Financial Matters

It was **RESOLVED** by unanimous vote to accept the cashbook payments for March 2022.

This was proposed by Cllr Wiles and seconded by Cllr Richardson.

Date	Payee	Description	Total
08/03/2022	Clerk via expenses	Website Domain registration and Purchase	£185.76
08/03/2022	Islip Village Hall Ltd	Film night February	£38.40
08/03/2022	Islip Village Hall Ltd	Toddler Group - Sept - Nov	£211.20
08/03/2022	Clerk	Salary	Confidential
08/03/2022	HMRC	Contributions	Confidential
		Total	£834.23

120/22 Planning Application

The following planning applications were issued by Cherwell District Council and reviewed.

	Application Info	Address	Ward	Deadline	Outcome
1.	22/00620/F Proposed loft conversion consisting of a rear roof slope dormer, 3 No roof lights to the front elevation and 1 No roof light to the side elevation	22 Kidlington Road, Islip, Oxfordshire, OX5 2ST	Islip	30.03.2022	No objections
2.	22/00633/LB Replace existing overhead electrical supply and two internal meters with a new underground three phase supply into the garage	Greystones, Middle Street, Islip, OX5 2SF	Islip	31.03.2022	No objections
3.	22-00619-F RETROSPECTIVE - Garage conversion and small single side extension	22 Kidlington Road, Islip, Oxfordshire, OX5 2ST	Islip	31.03.2022	No objections
4.	22/00579/F Single storey side and rear extensions and garage conversion - re-submission of 21/03016/F	Janus, Middle Way, Islip, Oxfordshire, OX5 2SH	Islip	31.03.2022	No objections
5.	22/00636/F Variation of Condition 3 (conversion of garage to form accommodation) of 07/02156/F - use as additional accommodation for sole use of Suncrest indefinitely.	Suncrest, Church Close, Islip, Oxfordshire, OX5 2SR	Islip	30.03.2022	No objections

121/22 Notice of Intent

The following notice to undertake tree works was issued by Cherwell District Council.

Application Info	Address	Ward	Deadline	Outcome
22/00568/TCA T1 x Cedrus Atlantica - trim one branch which overhangs a neighbour's glasshouse. Branches are very brittle and the tree frequently sheds branches.	Bannisters, Middle Street, Islip, Kidlington, OX5 2SF	Islip	18.03.2022	No objections

122/22 Parish Councillors

**1) Cllr Richardson
Cherwell Plan**

It was noted that the consultation is due soon, and that the opportunity to have an input must not be missed.

**2) Cllr Price
Community Speed Watch**

- i. The scheme has been proceeded with a new system, and a special thanks to be noted to Michael Clark for his assistance with the changeover.

- ii. The new system is much more effective and can recognise if cars have no tax or insurance, it can also identify leased vehicles.
- iii. There are four new volunteers that have joined the community speed watch group.
- iv. It was noted that it would be good to let the neighbouring parishes know that Islip had requested a 20 MPH speed limit through the village, and it was effective.

Action: Clerk to write to the neighbouring villages to advise

3) Cllr Wiles

PC Properties

Skinner's Orchard Proposal

- i. A request was received from the Islip Wildlife Conservation Group (IWCG) asking when the fund raising would start for the orchard proposal.
- ii. The Clerk advised the council does not have the power to award money to this proposal at present, namely paying for all legal costs. Concerns were raised regarding the implication to the parish council on managing the orchard if it was made the landlord, and the ongoing costs of insurance, also the proposal is not for the benefit of everyone in the village and requires a large portion of the precept.
- iii. It was noted that other parish councils have supported a community orchard and it would be good to explore this model as a way forward.

Action: Cllr S Miller to report back to the IWCG.

Action: Clerk to research community orchards.

The Swan Car-Park

- i. It was noted that the County Council had requested to use the Swan Car-park for the bridge works, and that there was also an outstanding request from South Electric Power Distribution (SEPD) for a lease regarding the substation located at the carpark. Also, the rent for this year was yet to be collected.
- ii. A resident commented that they were interested in the car park as they were considering taking on the pub lease.
- iii. The clerk advised that all matters regarding the car park had been sent to the solicitor and was awaiting advice.

Action: Clerk to liaise with the solicitor and report back

4) Cllr S Miller

Emergency Plan

Working on support after the power cut.

Environment

- i. It was noted that Islip Wildlife Conservation Group (IWCG) have offered to clear space for tree's by tidying up the Millennium wood.
- ii. It was noted that the verge cutting contractors needed to leave some of the villages verges as part of the wilding.

Action: Cllr S Miller to contact the contractor

5) Cllr Streule

Playground

Informed the council that trees had been donated from the Woodland Trust and had been planted along the playing field. Also, that one of the trees could be used to commemorate the Queen's Jubilee.

Action: Cllr Streule to submit a tree proposal for retrospective approval.

The Chairman asked that Cllr Streule and Mr. Streule be thanked for their hard work in planting the trees.

6) Cllr Gray

Turnstiles

- i. The turnstiles have been created, along with an explanation of what they are, and the date to be added via a plaque.

- ii. Collaborating with members of the village regarding the Queen's Jubilee.
- iii. Is looking into a grant for the Queen's Jubilee.

Action: Cllr Gray to a draft the grant proposal

0123/21 To propose items for the next agenda
Tree proposal

0124/21 Date of next meeting:
The chairman noted his absence at the next meeting of the Parish Council will be held a week early on **Tuesday 5th April 2022 at 7.30pm.**

The meeting closed at 21. 30

SIGNED: _____

Councillor: Nathan Wiles – Chairman