

**Minutes of the Parish Council Meeting held on Tuesday 2<sup>nd</sup> April 2019 at  
7.00 pm at Risinghurst Community Centre**

Present: Barbara Naylor, Steve Fuller, Derek Taylor, Liz Taylor, David Adams,  
Graham Drummond, Nadia Amin, Vicki Purbrick, Roz Smith, Michael  
Philpott

Chewe Munkonge, Glynis Phillips

Apologies: Martyn Rush, Michelle Ham, PCSO Tom Tatford

Absent:

<p><b>Public Session</b></p> <p>No public present.</p>	
<p><b>Declarations of Interest</b></p> <p>No declarations of interest.</p>	
<p><b>Community Beat Police Officers Report</b></p> <p>No report given.</p>	
<p><b>To Confirm the Minutes of the Meeting held on the 5<sup>th</sup> March 2019.</b></p> <p>The minutes were checked, amended and signed as accurate.</p>	
<p><b>Matters Arising from the Minutes of 5<sup>th</sup> March 2019.</b></p> <p>Roz Smith commented that the meeting to discuss CPZs in the vicinity was originally o happening in March but will now be taking place on the 25<sup>th</sup> April.</p> <p>Derek Taylor, Barbara Wharton and Peter Jacques attended a meeting with the County Council to discuss issues that have arisen on the pathway from Shotover to the Playing Fields. Repairs/new gates and funding are being investigated.</p> <p>At the last meeting it was mentioned about buying more Dog Waste bins. Clerk confirmed the last one installed cost £490.00 + VAT. It was decided to purchase another three bins. Derek Taylor will send photos to the Clerk so they can be forwarded on to the installer.</p>	

<p><b>Play area reports</b></p> <p>Steve Fuller will soon be completing wood treatment on the seats and play equipment. Michael Philpott has completed a Playground Inspector's Course in Oxfordshire. He confirmed that the play areas should be checked at least once a month. A thorough check of the play equipment should be done once every four months.</p>	
<p><b>Community Safety Group</b></p> <p>No meeting has taken place. Awaiting a new date.</p>	
<p><b>To Receive Report from Outside Bodies</b></p> <p>Chewe Munkonge has forwarded an email re: Nomination of Heroes. Closing Date is 10<sup>th</sup> April.</p> <p>The City Ward budget is now available. Chewe Munkonge will be contributing some funds towards the Allotments' Community Orchard.</p> <p>A consultation plan – A40 London Road (Oxford) Proposed Prohibition of Vehicles was discussed. Roz Smith will draft a response and the clerk will forward to the Councillors for approval before sending it.</p> <p>Road repairs to Cowley Road will start on the 8<sup>th</sup> July for 8 weeks</p> <p>Some sections of the A40 will be resurfaced. Work will be starting on the 22<sup>nd</sup> July – 8<sup>th</sup> August.</p>	<p>RS/ Clerk</p>
<p><b>Planning Applications</b></p> <p><b>19/00508/CT3</b></p> <p>Demolition of existing brick sheds, removal of hardstanding, hedge, tree and trellis. Erection of eco sheds in association with pathway resurfacing, insertion of low walls, railings, fencing and gated access. Provision of metrostor bin stores and communal garden with seating and raised planters. Erection of low level wooden bollards to the north elevation. Display of new sign to north elevation to direct drivers and pedestrians</p> <p>Site of 2-32 Green Road Oxford</p> <p>Mr J Axford</p> <p>Comment: 1/4/19</p>	

**19/00557/FUL**

Erection of a first floor rear extension.

50 Ringwood Road  
Oxford

Mr J Younis

**1900477/FUL**

Removal of existing garage and front porch. Erection of a part single, part two storey side extension and 2no. first floor rear extensions to create 2 x 1-bed dwellings (Use Class C3). Provision of amenity space, car parking, bin and cycle storage.

304 London Road  
Oxford

Mr M Dogar

**1900385/FUL**

Change of use of dwelling house (Use Class C3) to a House of Multiple Occupation (Use Class C4) (Retrospective)

45 Ridgeway Road  
Oxford

Ms E Kennedy

Comment 11/4/19

**19/00582/FUL**

Conversion of 1 x 3 bed dwelling (Use Class C3) to form 2 x 1 bed flats (Use Class C3). Erection of a single storey extension to west elevation and a single storey extension to east elevation.

Flat 1  
6 Bursill Close  
Oxford

Mr & Mrs J Webb

Comment: 16/4/19

**19/00518/RES**

Details of reserved matters (layout, scale, appearance, and landscaping) for third phase of the Barton Park development, pursuant of condition 3 of the outline planning permission 13/01383/OUT. The works comprise the construction of 207 residential units (Class C3) with associated means of access and highways works; car and cycle parking; hard and soft landscaping; public realm works and ancillary structures, including a substation.

Land At Barton  
Oxford

Mr D Owens

Comment: 14/4/19

**19/00614/H42**

Application for prior approval for the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 5.65m, for which the maximum height would be 3.0, and for which the height of the eaves would be 3.0.

31 Downside Road  
Oxford

Mr P Fanahan

Comment: 5/4/19

**Finance**

**Discuss & Agree Cheques for Payment**

The cheque list, bank reconciliation and Profit and Loss report were handed round to Councillors.

The bank balances were as follows:

Current Account:	£27046.49
Savings Acc:	£11392.07
Savings Acc: (New Projects)	£38679.15

Correspondence Received

As per list provided.

**Playing Field**

Clerk has received a reply from the Solicitor. The original contact has now left the company. Paperwork has now been passed to a new contact, Charles Brookes, to move forward.

**Oxfordshire Green Belt Network Membership**

The renewal has been received from Oxfordshire Green Belt Network. The cost for another year would be £15.00. A vote was taken and it was unanimously agreed to renew for another year. This was proposed by Steve Fuller and seconded by David Adams.

**Tractor Insurance**

The renewal quotation has been received from John Peers Ltd. The cost for another year would be £204.20. It was unanimously decided to renew for another year. This was proposed by Derek Taylor and seconded by Steve Fuller.

**Annual Parish Meeting**

It was decided to arrange the Annual Parish Meeting for the 21<sup>st</sup> of May.

**Risk Assessments**

Graham Drummond will be reviewing the risk assessments for the play areas shortly. Clerk will be reviewing the administration risk assessment.

**Parish/City Meeting**

The Change of Use application that was received for Shotover has now been scrapped.

The new 2050 plan was discussed.

A Parish Plan Liaison Officer is available if required.

A change in registering to vote has now taken place.

Changes to the Code of Conduct are imminent. The City Council will be in touch with the Parish Clerks to arrange a meeting to discuss changes. Attendance to meetings was discussed. It was confirmed that non-attendance to six or more meetings in a year would lose you your position on the Council unless extreme circumstances applied.

### **Speed Indicator Devices**

Speed Watch signs have been installed to three locations, Green Road, Stanway Road and Collinwood Road Junction. If needed other speed devices will be purchased.

### **Emergency Planning**

In order for this to progress further communication is required from volunteers to become contacts.

### **Website**

A company called Seiretto will set up a new domain name for Parish Councils at the moment for £40.00 + VAT, hosting with email at £149.00 + VAT for the second and subsequent years. The first year will be free. Oxfordshire County Council use this company. It was decided to go ahead with the change. This was unanimously agreed by all Councillors. David Adams will be updating the Website with the changes required. David will also write a policy to enable other Councillors to be involved when required.

Facebook will be investigated.

Website address is [RisinghurstAndSandhills-pc.gov.uk](http://RisinghurstAndSandhills-pc.gov.uk).

### **Pavilion Showers**

Graham Drummond has chased Parsons Plumbing about the work. We are currently waiting for a start date.

### **Sage Renewal**

The Sage Accounts Membership Renewal is now due. This was discussed and it is very useful so it was decided to renew for another year. The cost will be £201.60 including VAT. This was proposed by Derek Taylor and seconded by Steve Fuller. All Councillors unanimously agreed to the decision.

### **Special Funds – Pavilion**

Graham Drummond reported that a meeting will be taking place on the 3<sup>rd</sup> April at the Pavilion to discuss this further.

### **Land Sold in Hosker Close**

Vicki Purbrick asked if anyone knew who owned the land that has just been sold in Hosker Close. Nobody at the meeting knew. Vicki will contact the Land Registry.

**AOB**

Derek Taylor reported that the presentation given by PCSO Tatford on 29<sup>th</sup> March was very well attended.

Meeting closed at 8.30 pm