

Risinghurst and Sandhills Parish Council

Minutes of the meeting of Risinghurst and Sandhills Parish Council held on Thursday 15/10/2020 at 7.00pm via Zoom.

Present: Cllrs Adams (Chairman), Philpott, Smith, Walton, Drummond, D. Taylor, Merritt, Fuller, Naylor and L. Taylor.

Absent: Cllr Purbrick

Staff present: Bev Field (Parish Clerk)

Ward members attending: Cllr Munkonge (Oxford City Council), Cllr Phillips (Oxfordshire County Council).

Members of the public: 8

Public participation session: No questions.

62/1020 Apologies: Apologies were received and accepted from Cllrs Amin and Ham.

63/1020 Declarations of interest: Cllr Smith is a member of the East Area Planning Committee and did not participate in any planning discussion.

The Parish Clerk has been notified by Oxford City Council that declarations of interest need to be updated, with the exception of Cllr Walton. A form with information will be circulated.

64/1020 Phase 2 Nielsen's development: A presentation was circulated prior to the meeting on phase 2 of the Nielsen development called "Thornhill Park". Representatives from Savills Planning Consultants, JTP Architects and Shaviram Group attended the meeting.

Shaviram Group intend to develop the site and manage it as private rentals in perpetuity. They are experienced private rental sector (PRS) managers with a range of types and size of developments. Phase one provided 134 flats and phase two will be for between 400-437 further dwellings in a range of sizes. The old redbrick building will be converted into an innovation centre and a 165-bedroom hotel is planned. It is a landscape-led project that will incorporate the existing trees, watercourse, drainage and ditches with a pond and green corridor. Connectivity across the site will be a key feature, with an east/west pedestrian route and 792 cycle spaces. The application is likely to be submitted by December 2020. Questions from Councillors:

- Q. Will there be a road link into Risinghurst?
A. No, the plan is for a pedestrian/cycle link to adjacent homes.
- Q. This is impressive but there is not a large enough space for this many dwellings. If have houses with families they will need cars, what are you doing about parking?
A. There is some parking included, but Oxford City Council want to minimise parking space numbers and encourage the use of public transport via Thornhill park and ride.
- Q. Have you considered how many children may live there and the school places required?
A. School places are being discussed with Oxfordshire County Council. The numbers and mix of size of home are not finalised, but school places are part of the scheme. This may include financial contributions for the education network.
- Q. The hotel customers will travel by car, what provision is there for parking?
A. Thornhill park and ride is empty overnight. Also, there is low car ownership by the phase 1 tenants. The intention is to be proactive with solutions that avoid on-street parking.
- Q. I support the concern about on-street parking and not linking the road into Risinghurst but creating pedestrian links. When will you conduct a public consultation? Will it be covid-19 safe?
A. A consultation is planned next month onsite. Due to covid-19 restrictions we are still working on how this will be done with a link to a website with information, and someone available to chat online. This is a problem if people don't use technology, so we may have an exhibition in an open space.
- Q. What is the plan at the Collingwood Rd junction crossing?
A. The crossing will remain a one-way turn because the County Council have required this, as there is not sufficient width in the central reservation to stop safely while crossing.

- Q Please consider making section 106 provision for a new sport pavilion.

Cllr Adams thanked the team for the presentation, further questions can be forward via the Parish Clerk.

65/1020 Minutes: The minutes of the meeting held on 17/09/20 were approved to be signed as an accurate record.

66/1020 Matters arising:

- Cllr Adams has met the manager of McDonalds about illegal parking at Roundway, to request they use signage to encourage use of the car park. The manager was positive and agreed to refer the request to the area manager. This will be followed up in a few weeks' time.
- The controlled parking zone (CPZ) consultation response showed that a majority of respondents opposed to it. Cllr Phillips objected, and recommended that officers listen to residents. It was decided to approve the recommendation for a CPZ in Sandhills, but to **defer implementation**, to align the Sandhills scheme (not including Green Ridges) with the introduction of a CPZ scheme for the Barton & Risinghurst area, subject to funding being available.
- A consultation response to the government white paper on planning is pending.

67/1020 Committee minutes: The draft minutes of the Finance and Staffing Committee held on 12/10/20 were received. Councillors are invited to submit projects to the committee (under £5k) for consideration in the 2021/22 budget to the Parish Clerk by 4th November.

Noted.

68/1020 Parish Clerk report: An actions report was circulated prior to the meeting. The Groundsman submitted a woodland report following the visit from a member of the Woodland Trust. He proposes that the next step is to contact woodland charities to see if they will work with us to manage the woodland. An order for boot scrapers was not filled as the item was out of stock. A scraper with a wall handle is preferred by the Groundsman, and one has been identified as available. The grant refund has not been received yet for the Guides and will be followed up.

Agreed: a) The Parish Clerk will seek further information from woodland charities for Council to consider.

Agreed: b) The Parish Clerk to order the boot scraper from networkdsports.com at a cost of £246.50 (decision ref: item 57/0920)

69/1020 Finance: the Parish Clerk/RFO circulated an income and expenditure report showing the annual budget, expenditure to date and the remaining budget available, alongside a balance summary with the earmarked reserves.

- The RFO reported that a £10,000 small business grant has been received from South Oxfordshire District Council.
- A 3-year refund of £413.28 for business rates has been received as the Council was entitled to a 100% relief but had been receiving 80%.
- The second instalment precept of £26,275.50 was received into Unity Trust Bank on 13/10/20
- On 30/09/20 the bank accounts held £52,331 in Santander and Unity Trust Bank, and NS&I £54,439.84

70/1020 Payments: A reimbursement for leaflet printing for the consultation on the Local Plan amendments was approved. A correction of £1.00 was made to the amount for the Groundsman. Payments will be made by electronic transfer this month, except one payee who has requested payment by cheque. Agreed that Cllr D. Taylor will authorise online and Cllrs Naylor and Fuller will sign the schedule and cheque.

Resolved: The payment schedule was authorised.

71/10120 Zoom subscription: a one-off annual subscription costing £143.88 compared to the monthly subscription that is £14.39 (or £172.68 for 12 months) was considered. The length of the covid-19 restriction is unknown, and Councillors hope to be able to meet in person, although zoom will continue to be useful for committee meetings. The monthly subscription can continue, be suspended or reactivated at any point.

Resolved: To continue with a monthly subscription.

72/1020 Planning and licensing applications: Representations to be made to Oxford City Council on the following planning application were considered.

Details can be viewed at: <https://www.oxford.gov.uk/info/20066/planningapplications>

- 1 Douglas Downes Close, Headington Quarry OX3 8FS application 20/02418/FUL for the erection of a first floor side extension above existing garage

Resolved: No comment

73/1020 Planning applications: Representations to be made to Oxford City Council on applications validated since the publication of the agenda were considered for:

- 29 Ringwood Road Oxford Oxfordshire OX3 8JB Application 20/02494/H42 DEL for prior approval for the erection of a single storey rear extension. No concerns were expressed as this is a single storey extension.

Resolved: No objection

74/1020 Reports from Members:

a) Committee updates - these are included in other agenda items.

b) External meetings update:

- **Precept process** - Cllr Adams and the Parish Clerk met with the financial services officer for Parish precepts to discuss the budget process.
- **Woodland Trust review** – Cllrs Adams, Walton, the Parish Clerk, Groundsman and Barbara Wharton accompanied the survey to discuss the woodland management.
- **Trees in Sandhills** – Cllr Adams and the Parish Clerk met the Oxfordshire County Council senior arboriculturist to review the condition of trees in Sandhills.
- **Defibrillator** - Cllr D. Taylor requested that the Parish Clerk is the point of contact for the defibrillator sited outside the Post Office. This was purchased as a joint project with Unicol and the fete committee, with the agreement that it would be maintained by the Parish Council

75/1020 Reports from Ward Councillors: Cllr Martyn Rush has resigned from Oxfordshire County Council. A by-election will not be held this Council year due to covid-19 restrictions.

- Cllr Phillips (Oxfordshire County Council) reported that she opposed the CPZ in Sandhills (see matters arising) and opposed the McDonalds drive-thru application. The leaflets regarding the Local Plan amendments have resulted in many e-mails to Cllr Phillips from Sandhills residents. Cllr Phillips will liaise with Cllr Adams regarding trees in Sandhills. The local Track and Trace service is being effective and will go to people's residence and leave a letter for them. A GP referral for a test will mean this local system is used to trace in addition to the national system to ensure that people are contacted.
- Cllr Munkonge (Oxford City Council) reported that the interim CEO post has been extended to April 2020, and recruitment is underway for a permanent chief executive. As the small business champion, Cllr Munkonge has campaigned for expenditure on local business and as a result a procurement manager has recently been appointed. The plan for new bus gates has been cancelled.
- Cllr Smith (Oxford City and Oxfordshire County Councils) reported that the rate of coronavirus infections is increasing in Oxford. 300+ fines for non-compliance with the rules have been issued. The head of legal services (including standards and governance) is leaving Oxford City Council to move to Oxfordshire County Council. There is a new £500 Test and Trace Support Payment for those on low incomes who are required by NHS Test and Trace to remain at home to help stop the spread of the virus. Contact Oxford City Council on **01865 249 811** to apply.

76/1020 Downside Dip Play Park: 3 quotes were considered for this scheme, and Wicksteed Ltd selected in September. A revised quote from Wicksteed Ltd was sought to customise the scheme totalling £24,485.95. The Finance and HR committee allocated 2 years of community infrastructure levy (CIL) money of £8,546.52 to the project, and in the earmarked reserves (EMR) there is £3,000.00 allocated to youth play provision. The City and County Councillors present have been invited to fund the small springie equipment and all indicated their willingness to support the project. Cllr Munkonge committed to fund the car or jumbo springie including installation.
Proposed by Cllr Adams and seconded by Cllr Smith.

Resolved:

- a) To order replacement swing parts from Kompan for Wicksteed to install.
- b) To replace/install between 3-5 small springies, dependent on the funding available from City and County Councillors.
- c) To use the CIL money amounting to £8,546.52, the EMR of £3,000 for youth play provision and to use the general reserves for the remaining sum (total budget £18,400 net of VAT) to commission Wicksteed Ltd to install a Little Bo Peep multi-play unit with new wetpour surface, dig out and replace the wetpour surface around the slide and seesaw, replace the junior and toddler rubber swing safety seats and replace the toddler rubber swing seat at Olive Jacks play park.

77/1020 Playing field drainage: Recommendations from the working group (Cllrs D. Taylor, Drummond and the Groundsman) were discussed with a revised budget from White Horse Contractors following the survey report. A local resident with expertise in land drainage has provided advice. The Parish Clerk reported on the budget available and that a small business grant for £10,000 is currently unallocated. The budget costs are high, and the work can be undertaken in 3 phases to assess how effective each phase is on the drainage and give time for fund raising. Oxfordshire Conservation Action Group can be approached for help. The 3 phases are:

- Phase 1: cleaning out of the existing ditch (between the top field and the Nielsen boundary). Work with local contractors for the mechanical clearing and use volunteers to clear the over and under growth, then to commission White Horse Contractors to dredge the ditch. To commission White Horse Contractors to install a twin-wall pipe diversion with vermin guard. To replace the existing headwall pipe from the inspection chamber to ditch. To verti drain the cricket field and top field. Total budgeted cost of £11,104.32 +VAT plus costs for preliminaries.
- Phase 2: to undertake sand-slitting of the cricket field and top field, this to be carried out in the Spring to take advantage of the growing season. To review the effectiveness of the drainage improvements. Total budgeted cost £33,934.29 +VAT plus costs for preliminaries.
- Phase 3: To undertake sand spreading on the cricket field and top field. To undertake verti draining and grass seeding to both fields. To review the effect of the drainage improvements. Total budget costs £13,401.65 +VAT plus preliminaries and additional cost for grass seeding.

Resolved:

- a) To approve using the £13,000 allocated in the 2020/21 budget to undertake phase 1 detailed above.
- b) To seek local expertise to supervise the work.
- c) To apply to the Football Association or similar sports charities for funding support.

78/1020 Items for the next agenda: none

Date and time of Next Meeting: Thursday 19/11/2020 at 7.00pm via Zoom

The meeting closed at 8.58pm

Signed: **signature redacted**

Date:24/11/2020