

## NETTLEBED PARISH COUNCIL MEETING

### Minutes of the meeting of the Nettlebed Parish Council held at the Village Club, Nettlebed on Tuesday 7 March 2023 commencing at 7.30 pm

#### PRESENT:-

NPC Chairman, Councillor James Leach  
Councillors Councillors Geoff Bond, David Camburn,  
Wim Klaucke, Paddy Lyell, Ondrej Zacko

OCC Councillor Freddie van Mierlo

SODC Councillor Jo Robb

Clerk Mrs J E Pickett (temporary Clerk)

Key: NPC - Nettlebed Parish Council  
OCC - Oxfordshire County Council  
SODC - South Oxfordshire District Council  
D of T - Department of Transport  
NDCC - Nettlebed & District Commons Conservators  
FMS - Fix My Street (Oxfordshire)  
OALC - Oxfordshire Association of Local Councils  
TOE - Trust for Oxfordshire's Environment

066/23 To receive and accept apologies for absence  
Apologies were received from Councillor Amanda Foister for the Council meetings on 7 March and 7 July 2023 – (on holiday)

067/23 Requests for Dispensations, Declarations of Interest, Gifts and Hospitality  
None received

068/23 To facilitate public participation with regard to items on the agenda (Time allocated for public speakers is 10 Minutes for all those wishing to speak)  
No public requests to speak

069/23 To approve the Minutes of the Parish Council meeting held on 7 February 2023 – previously circulated)  
**RESOLVED** – that the Minutes of the Meeting held on 7 February 2023 be adopted and signed by the Chairman as a true record

- 070/23 To receive reports from County and District councillors  
 ( i) Oxfordshire County Council  
 Councillor F van Mierlo spoke to his March report (already published on NPC`s website). Items referred to include:=  
 Budget 23/24 - above investment inflation in children`s services and significant increases for adult social care and highways/the OCC`s 5 year network (highways) management plan/new bid for government funding 4<sup>th</sup> D (D of T) 4<sup>th</sup> tranche/highlighted grants for cost of living support/concerns once again as to possible planning application by Homes for England at Chalgrove airfield//new verges and vegetation policy//new Chief Executive appointed Martin Reeves// – would welcome suggestions from local councils for improving ways of travelling by way of new cyclepaths.  
 In response to a query for possible grant assistance towards a new boundary fence for the Nettlebed play area Councillor F van Mierlo agreed to bear this in mind for his next allocation of Community funding due in late April/May.  
 (ii) South Oxfordshire District Council  
 Councillor Jo Robb gave her March report including – concerns at the ever- Increasing levels of litter being left on highway verges – report to the SODC waste team with photographs //damaged/dead deer on the highways - contact-details for reporting to be sought//voter ID required if voting in elections those without any required ID should register this information with SODC as early as possible//Budget for 2023/24 agreed realising a £5 increase in Council Tax for a Band D property plus £5,000,000 towards building new social housing (currently 1500 families on the waiting list)// Spring Clean 2023 is approaching equipment available from SODC.  
 In response to a query for possible grant assistance towards a new boundary fence for the Nettlebed play area Councillor J Robb agreed to bear this in mind for her next allocation of community funding after August 2023.
- Councillors F van Mierlo and J Robb left the meeting
- 071/23 Update on progress from the Minutes  
 The Chairman reported on progress of outstanding items which do not require further decision-making:-
- Updated bus timetable has been posted on the Community website and social media
  - David and Margaret Butler have been granted permission by the Estate and NDCC to plant an oak tree on the Triangle to commemorate the death of Queen Elizabeth II
  - NPC has also received permission to plant an oak to commemorate the coronation of King Charles III
- 072/23 Transport update – Mr Norman Gibson  
 No report received

- 073.23 Dog waste and Litter Bins – update and next steps
- David and Susan Byers will cease to pick litter between 10 July – 16 August 2023
  - OCC Litter mapping has been scheduled for between 9 to 16 August 2023 to ascertain if additional bins are necessary in the village
  - Litter bin in in the layby (A4130 Bix to Nettlebed) will be monitored and emptied if overfull
  - Report overflowing bins to Biffa at [municipalteam@biffa.co.uk](mailto:municipalteam@biffa.co.uk)
  - Litter Pick to be held on 25 March 2023

**NOTED**

- 074.23 Play area – update
- ( i) Carousel –  
Noted that Prime Property Maintenance/Safeplay and Caloo unable to repair the base platform for Speed Gyro (inc fixings) . Proludic able to supply and install damaged part at a cost just under £1000.  
Councillors discussed the high cost and  
**RESOLVED** - that as the carousel has been deemed safe to use in its current state no action be taken at this time the Council should spend further time assessing the cost of a new replacement (perhaps obtaining grant or sponsorship funding) – see (ii)
- (ii) Boundary fence and access to play area  
Noted the various information/costings received and after discussion  
**RESOLVED**  
that a Play Area Working Party be formed of councillors A Foister (to be confirmed)/D Camburn and O Zacko with a remit to:=
- consider costs of a new carousel//costs of a new wooden boundary fence (like for like noting must be same height)//and alternative costs In **wood and metal** for one single access gate for public and a double gate for maintenance – note that the question be asked of contractors as to whether the installation of posts for a new wooden fence could be installed using metposts
  - consider repair of existing fence ie by way of perhaps metposts placed to re-use current posts where wood has not rotted
  - ensure all work/equipment must meet current standards for play areas via ROSPA/Health & Safety Executive/ - ( note OCC may be useful for possible suppliers etc)
  - submit recommendations to Council for consideration and adoption if possible to April meeting

- 075.23 Village maintenance – update  
Waste Team will be in Nettlebed between 27 – 29 March 2023 and 3 – 5 July 2023 for deep cleans. The Clerk has advised priority areas
- 076.23 Nettlebed roundabout and approach islands  
Work has commenced by removal of damaged posts and installation of new signage on triangle of Highmoor road.  
Clerk has requested clearance of vegetation and re-painting of main roundabout – JonBeale of OCC has confirmed that this roundabout requires similar treatment to that of Wallingford and will be looking for a budget for same in the next financial year **NOTED**
- 077.23 Traffic calming – update  
No installation date received  
**RESOLVED** that OCC be asked to confirm that all the current road markings (currently faded) be reinstated at the time of implementing the new 20 mph traffic scheme
- 078.23 Allotments – update  
4 vacant plots – advertising continues
- 079.23 Crocker End Green Common Management Committee (CEGMC) update  
Clerk has contacted 3 arborists for quotations in respect of tree surgery and Ash die back survey. Councillor Wim Klaucke is hoping to speak with Mr N Stallworthy re Management Plan
- 080.23 Wildflower verges – update  
Verge raking took place on Saturday 11 February 2023 (16 volunteers)  
Chiltern Seeds have kindly donated wildflower seeds.  
Cost of wildflower plugs ££638.99 which is £18.99 over grant offer from TOE of £620 (TOE to reimburse with the grant offer of £620 upon receipt of invoice).  
Councillor P Lyell agreed to pay the £18.99 difference in lieu of his inability to assist with verge raking **NOTED**  
Unfortunately the date for planting is set at 25 March 2023 which is the same date as Litter Pick this will stretch resources too far and it was agreed that Councillor A Foister be asked to consider a change of date for planting in order to retain numbers required for each project – **RESOLVED** that the Clerk advertise the amended date
- 081.23 Nettlebed School & Community Centre (NSCC)  
No report

- 082.23 To receive the Report of the Nettlebed District Commons Conservators (NDCC)  
No report
- 083.23 To consider requests for grants/donations  
( i) Grant application received from NDCC in the sum of £486 (inc VAT) to fund replacement of damaged and outdated signage on the areas around the Nettlebed recreation ground  
**RESOLVED** - that a grant of £486 be agreed  
(ii) Donation request received from Clean Slate a registered Charity offering assistance/advice to those suffering from violent and sexual crimes.  
Councillors gave careful consideration to the application and  
**RESOLVED** - that the Council recognise and appreciate the work carried out by the Charity be as a local parish council there are limited statutory powers within which it may spend taxpayers money and in this instance the criteria is not met  
**RESOLVED** - that the Chairman, Councillor J Leach, write a letter expressing the Council`s support for the Charity`s work and to suggest an approach be made to the District/County councils where statutory powers may allow consideration of a donation to the Charity.
- 084.23 Annual Nettlebed Parish Meeting  
The annual Parish meeting will be held on 21 March 2023 and after discussion by councillors it was  
**RESOLVED** – that the Parish meeting be held on 21 March 2023 format and starting time to be the same as last year/that the names of two organisations be added to the list of local organisations provided, namely Crocker End Common and the Allotment Association Committee/wine and nibbles be provided and funded by NPC at a fixed budget of £100/each councillor charged with submitting a short summary of relevant Council activities over the past year to the Clerk by 14 March 2023 – forming a report for the Chairman to present at the meeting  
Councillors noted that the usual parish council representation at the Annual Parish Meeting is if present, either the Chairman or Vice Chairman of the Council as Chair for the meeting (if neither present then electors attending nominate and vote for a chairperson). Parish councillors attending the meeting (other than the aforementioned in a capacity of Chair ) are there as general public and if electors then are entitled to vote at the meeting – it is a meeting for the electors of the Parish
- 085.23 Correspondence – to note correspondence received not otherwise on the agenda where decisions are required  
None received

## 086/23 Reports by Chairman/Clerk

- David Byers has carried out the weekly inspection on the defibrillator at the Village Club
- OCC have informed NPC that a Hornbeam (*Carpinus Betulus*) tree will be planted on the verge of Watlington Street between Elms Way and Priest Close – the suggestion of planting in Lion Meadow was considered unsuitable due to use by residents for parking and possible drain running underneath-
- FMS not working so Chairman, Councillor J Leach reported to OCC Councillor F van Mierlo, the flooding of the highway between Catslip and Crocker End (a surface area between two steep inclines) – occurrence every time when there is heavy rain creating a serious safety hazard particularly for pedestrians who are forced to use old wooden pallets laid down on the verge
- Email of thanks (links to Henley Standard and NPC website) sent to John Stevens of Grundon for the provision hi-viz wildflower project vests
- SODC, Democratic Services have been asked to update Register of Interests for councillors (each councillor individually responsible for providing updates and check entries are correct)
- Litter Pick posters displayed and posted on website and Facebook and equipment booked
- Clerk is seeking further information re Internal Audit

087.23 Training – to consider further training offered by OALC and SLCC  
Information on relevant courses was provided –

OALC - Roles & Responsibilities on 5 June 2023 ( 9.00 am to 1.00pm)  
and 18 July 2023 (9.00am to 1.00pm) at Community Centre,  
Great Western Park, Didcot cost £80 + VAT  
Councillor Fundamentals on 6 June 2023 (6.30 pm to 9.00pm)  
and 13 July 2023 (10.00 am to 12.30 pm) both via Zoom  
cost £50 + VAT (both courses suitable for new councillors

‘So you want to be a town or parish councillor?’ A course for individuals interested in standing at the local elections is free of charge and will be held via Zoom on 15 March 2023 at 2.00 pm

No interest expressed at this time

088.23

Planning –

( i) To consider all recent planning applications notified via the SODC planning portal (including those which may have been received after publication of this agenda and prior to the meeting)

The following planning applications were considered and observations resolved by councillors for submission to SODC

**P23/S0448/HH** - 29 Catslip, Nettlebed Oxon RG9 5BL

Front and rear extension, raising the roof ridge and eaves height allowing first floor bedrooms. Replacement of flat roof porch with small open porch

Noted receipt of comments on the application from neighbours at No 30.

**RESOLVED** - No objection in principle but councillors expressed concern at the disproportionate height of the proposed development and the 50% increase in floorspace with possible overall unneighbourly impact on No 30 Catslip and ask for these points to be considered and ameliorated where possible– also would seek reinstatement of any possible damage to the access road should development proceed.

**P23/SO612/HH** -Malthouse, The Green, Nettlebed RG9 5AX

Demolition of existing single storey garden conservatory and erection of contemporary single storey garden conservatory extension in same location and associated works. Alterations to ground floor window and double doors on garden elevation, including enlargement of an existing window to form a door and infill of French doors and insertion of a single window at first floor bedroom. Remedial and new build works involving part removal of existing valley pitched roof and replacement with new traditional pitched roof structures using existing tiles and traditional detailing

Councillor Wim Kaulke proposed and Councillor D Camburn seconded that Council`s Standing Orders be suspended to give neighbours (residing at the property `Mulberry`) an opportunity to offer comments on the application

Vote taken – motion carried

Both residents offered comments and thanked the Council for the opportunity to speak

Councillor Wim Kaulke proposed and Councillor D Camburn seconded that Council`s Standing Orders be reinstated and the agenda resume

Vote taken – motion carried

088.23  
cont..

**RESOLVED** - Objection on the grounds of the impact of the development on the neighbouring property, Mulberry House, ie overlooking 3 bedrooms and dining room by way of loss of daily light. Another major concern is for the inappropriate development of a contemporary conservatory on this property which lies within the curtilage of and in close proximity to The Barn being a Grade II Listed Building plus the site lies within the Chilterns Area of Outstanding Natural Beauty – both of these aspects should be preserved and protected not `modernised`

**P23/S0701/HH** - The Leaze, 13 Crocker End, Nettlebed, Oxon RG9 5BJ

New ground mounted PV panel array

**RESOLVED** - No objection

(ii) – To consider OCC proposals (under the Highways Act 1980 s.119) for diversions of Bix & Assendon Bridleway No 3 and Footpaths Nos 4 & 7 (parts) and Nettlebed Footpath and Bridleway No 10 (part) and No 9 (part) together with Addendum provided

After detailed discussion it was

**RESOLVED** –

that the proposed diversions for Bix & Assendon Footpath 4 (part) and Footpaths 7 (part) and (9) be accepted

That an objection be recorded against proposed diversions for Bridleways Bix & Assendon No 3 and Nettlebed No 10 (part) on the grounds that these bridleways have not been maintained by the landowner who has placed deterrent notices i.e. `Keep off Property`/has never maintained the paths and offers no **valid** reason for requesting a diversion.

The original rights of way should be re-instated that were closed off (by whom?) and maintained as required by law and be cleared/kept clear to allow access by the public in particular to enjoy what is a more interesting Route (in particular the magnificent annual display of bluebells). It is not acceptable that a landowner may, by refusing to maintain public rights of way for a long period, then to declare non use by the public – (were this to be set as a precedent then the Definitive Footpath Map would, in years to come lose many of the historic public rights of way established many years ago)

Suggested that perhaps NPC work with the Chilterns Society and designate a Footpath Officer working with other like-minded councillors/residents could walk the public rights of way in the Parish checking for blockages/ re-surfacing required/repairs/renew stiles etc making a twice yearly report to the Council and copy in the Chilterns Society

089.23

Discuss and review ongoing membership of OALC membership  
Councillors noted the Clerk's report that this organisation was extremely useful for advice and

**RESOLVED** – that the annual subscription for the year 2023/24 be paid  
In the sum of £130 + VAT (£26) = £156.00 payment



090.23

## Accounts and Finance

( i) Financial Report as at 28 February 2023:-

Barclays Community a/c	£ 4182.19
Barclays Premium a/c	<u>34128.60</u>
Total holdings	£38320.79

**RESOLVED** – that the Report be adopted

(ii) Outstanding Payments

**NOTED** that the outstanding matter of hire fees for the venue at the Nettlebed Village Club for Council meetings have yet to be resolved – the sum owed being £375

The Chairman, Councillor J Leach reported that the matter may be near resolution

(iii) Income received – VAT reclaim £720.61 **NOTED**

(iv) Standing Orders

Administration to the Council	£984.10	Date cleared	28/02/23
Function 28 (IT)	24.00	“	“ 01/02/23
Oxfordshire LGPS – pension	263.29	“	“ 13/02/23

(v) Direct debits

ID mobile	£ 6.00	“	“ 17/02/23
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(vi) Payments made between meetings

None

(vii) Debit card payments made

None

(viii) Bank transfers

None

**RESOLVED** – that the information reported within items (ii) to (viii) be Adopted

(ix) Bank statement – to acknowledge scrutiny and acceptance of the previously circulated bank statement

**RESOLVED** – that bank transactions circulated be adopted

090/23 cont....	(x) Invoices for payment –		
	Payment Method	Payee	Amount
	SO	Function 28 (March)	£ 24.00
	SO	OCC LGPS Pension	278.02
		Scheme (adjustment made in March payment)	14.73
	BACS	HMRC (adjusted made in March payment)	5.26
	SO	Administration to the Council	984.10
	DD	Castle water (payment due 28 March 2023)	39.24
	DD	ID mobile (to 2 March 2023)	6.00

Plus expenditure agreed at the meeting:-

NDCC grant	replace damaged and outdated signage on the area around the Recreation Ground	486.00
OALC	annual subscription for 2023 (inc Vat £26)	156.00

**RESOLVED** = that expenditure as listed be approved

091.23 To raise any items for the agenda of the next Parish Council Meeting  
Councillor P Lyell raised the point of whether the NPC was to be involved  
in contributing towards a village celebration of the Coronation of  
King Charles III  
Brief discussion took place ie possible village photograph/Coronation  
mugs (purchased by the Council?) and a suggestion that other ideas be  
sought by way of the agenda for the Annual Parish meeting being a  
vehicle for the electors of Nettlebed parish to submit and vote on  
ideas relating to the Parish  
The meeting accepted that this was not an agenda item for this meeting  
but indicated that the NPC would not be responsible for events relating  
to the celebration of the coronation of King Charles III but may consider  
a small financial contribution towards an event within the spending power  
of the Council.

092.23 Date of next meeting – 4 April 2023

The meeting closed at 9.31 pm