

## FREELAND PARISH COUNCIL

### MINUTES OF AN ORDINARY MEETING OF FREELAND PARISH COUNCIL, HELD IN THE VILLAGE HALL, WROSLYN ROAD, FREELAND ON THE 24th MAY 2022, IN THE COUNTY OF OXFORDSHIRE AT 7.30PM. ADDITIONALLY THIS MEETING STARTED WITH THE AGM.

PRESENT:

Chairman:	Roger Faulkner
Vice-Chairman:	Mary Ann Canning
Councillors:	Bill Phillips, Peter Foster, Andrew Bird, Amy Jackson,
District Councillors:	Lidia Arciszewska
County Councillor:	Not present
Clerk:	Fay Friend

Members of the public: Angela Spriggs, Kenny Wylie

**At the time of the meeting taking place, there had also been an invasion of a European democratic country (Ukraine) by Russia.**

#### 1. PUBLIC PARTICIPATION SESSION (see note below)

Angela Spriggs spoke at the session and raised a number of issues:

- The Parish Council meeting minutes are not sufficiently available for the public to access.
- She is concerned that the council isn't spending money appropriately, for example, contributing £160 on wildflower seeds for a group (Naturehood) that is not part of the parish council, while some villagers are struggling to pay bills. She also believes the seeds didn't provide any biodiversity to the village and were a waste of money.
- All spending and invoices should be in the published into the Grapevine.
- She raised concerns about the new allotment proposal up by the primary school, and a member of the allotment committee entering a legally binding contract with Blenheim Estates when the land was only being supplied to increase the chance of gaining planning permission in the future. This was why it was really important for the Parish Council to establish a map of land ownership.

The Chair raised a point to address this issue later in the agenda under 10h.

#### 2. TO RECEIVE APOLOGIES FOR ABSENCE

Liam Walker, Andy Bain and Perrin Hatwell

#### 3. **CODE OF CONDUCT: To receive any Amendments to Register of Members' Interests and Declarations of Interest from Councillors for matters to be considered at the meeting**

There were no amendments to the register of Members' interest.

#### 3.a TO RECEIVE ANY DECLARATIONS OF INTERESTS FROM COUNCILLORS FOR MATTERS TO BE CONSIDERED AT THE MEETING

Mary Ann Canning (personal) as a member of Freeland Charitable Foundation.

Roger Faulkner (personal) as Vice Chair of Freeland Community Benefit Society and Speed watch Co-ordinator.

Perrin Hatwell (personal) as having a local business.

#### 4. **APPROVAL OF MINUTES:**

**To approve and sign as a correct record the Minutes of the Ordinary Parish Council Meeting held on Tuesday 19<sup>th</sup> April 2022 and Minutes of the Annual Parish Council Meeting held on Friday 22<sup>nd</sup> April 2022.**

The minutes of the Ordinary meeting held on 19<sup>th</sup> April 2022 and the Annual Parish Meeting held on 22<sup>nd</sup> April were approved and signed by the chairman as a true record of those proceedings.

#### 5. **URGENT BUSINESS - To receive any reports and discuss and agree any action as necessary**

#### 6. **MATTERS ARISING FROM THE MINUTES:**

**(a) Mobile coverage in Freeland – to receive an update on progress to improve mobile signal-**

Peter gave a brief update indicating some progress. He has been informed that CTIL have requested amendments and the contractors are expecting the planning application to be submitted towards the end of this week. With the aim to have a forecast decision July/August. Peter will keep the council informed with any further progress

**(b) Platinum Jubilee Celebrations – to receive an update on any actions required for the Platinum Jubilee Celebrations on 5<sup>th</sup> June-**

After a brief discussion plans were finalised, including the location of stalls and activities, resources needed etc. The chairman suggested to the councillors that we needed to create a new cost code, with funds coming out of the general reserve; this was agreed with funds totalling £500 net approved for expenditure, augmented by the £230 grant received from WODC. This allows clear transparency with all money movement in and out of the accounts. Fliers have all been distributed too all around the village.

**Actions:** Clerk to create cost code for jubilee.

**(c) Oxfordshire Treescapes Project – to receive an update on project-**

Mary Ann received a late update before the meeting but would like to defer this matter to the June meeting and create a working group for this going forward.

**(d) EV charging points- to discuss adding EV points to the Village Hall carpark-**

Andy Bain completed the survey for WODC but is yet to hear back regarding any support or funding. Communications may come through the Clerk. Andy and Clerk will keep the councillors informed with any updates.

**(e) No mow May – to receive an update on progress to improve any issues-**

After a brief discussion the councillors agreed that due to the heavy rainfall this month, the areas which should have continued to be mowed throughout May needed to be mowed as soon as possible in case there was a misunderstanding that these, too, were being left. It was currently difficult to distinguish between areas that were being mowed and those that weren't in the village. After concerned messages from a resident about a memorial tree being overlooked for maintenance; Mary Ann will look into the tree at the top of Wroslyn Road. It was suggested that all the memorial trees need looking at to check their supports

**Action:** Mary Ann to speak to contractor. Clerk to contact contractor re mowing the Green in particular, as well as other areas which needed to be maintained. Amy to put out Tommy and check the memorial trees near her for weed growth and replacement of supports.

**(f) Getting together with Eynsham PC- to discuss meeting with Eynsham for shared common interests and ideas**

Amy attended the APM for Eynsham Parish Council to find out more about developments that could be affecting Freeland. She found they had a lot more knowledge on issues such as Salt cross. Due to Freeland being directly impacted the Councillors believe that an urgent meeting with Eynsham is to be arranged to share knowledge for the ongoing potential development. Going forward having a good connection with both Eynsham and Hanborough councils will work in our favour. Freeland PC need to make contact with WODC Officers in charge of Salt Cross to arrange a briefing for Freeland residents, as it had been commented at the APM that people did not know what was happening. Lidia informed that Carl Rylett is on the cabinet and is heavily involved in Salt Cross and she will approach him on our behalf. It was agreed that the council would aim to hold an open information meeting about Salt Cross around 13/14/15 July, provided the appropriate WODC officer and councillors were free.

**Action: Clerk to contact Eynsham PC to arrange a meeting ASAP. Lidia to approach Carl with a view to seeing whether he and other officers would be willing to do this and whether they could make one of those dates.**

**(g) Social media- to discuss plan on new social media platforms and new website.**

After listening to the opinions of the councillors it was agreed that the Parish Council needed its own website to allow greater control with updating Freeland villagers with matters arising from meetings and other important information. It is believed that the current website (which sits on a larger platform for parish Councils called Hugo Fox) is no longer able to cope with the Parish Council's communication needs, and does not allow for any changes to the original design or set up. Having our own controllable Parish Council website is also recommended by OALC. There is also a 'village' website run by the former chair of the council. It was suggested a new Parish Council website could link to the current Freeland Village website, keeping the two separate, with further consideration in the future as to whether the Freeland village site can or should be assisted in terms of updating or modernising, dependent on discussions with its owner/moderator. The first step is to create a specification of what we need. We can apply

for a URL from the government as we are a local governing body, eg, Freelandpc.gov.uk, and Bruce Hammersley has offered for the Parish Council to use some of his photos; other photographers who have supplied images to the Grapevine may also be willing to get involved. Regarding social media, it was agreed that Facebook was the main platform of interest, and the benefits of the new FPC Facebook page was acknowledged. A resident raised a point that there used to be a second Parish Council notice board up by the primary school; councillors agreed that this would be a good way to for bettering communication to the villagers who don't have access to internet. A Whatsapp contact group would also be useful among parish Councillors, for quick, logistics-based communication. The challenges with ensuring a report from each Parish Council meeting could make the Grapevine deadline was discussed. It was suggested that holding PC meetings on the second (rather than third) Monday of the month could help this, However this clashed with the VHMCso the PC was to request a swap of Mondays.

**Actions: Clerk to apply for URL. Amy to draft a specification for the website with the Clerk. Clerk to create WhatsApp contact group. Andrew to come up with a process for items that are published (social media or website). Peter then Clerk to ask VHMC about swapping Mondays. Clerk to get quotes for new noticeboard by the primary school.**

7. **PLANNING** - Applications received & WODC Decisions plus:

**Applications Received:**

**22/00848/HHD                    23 OAKLANDS CLOSE, FREELAND.**

Proposed single storey rear extension. Proposed new hard landscaping to the front of the property for Mr and Mrs Clark

**22/01047/FUL                    34 FREELAND GATE, FREELAND.**

Change of use of land to extend private garden of both Plot 34 and Plot 35 for Mears New Homes With Sovereign Housing Associates

After a brief discussion application 22/01047/FUL the council agreed not to make any objections. Application 22/00848/HHD the council commented that there are 2 objections from neighbours about the walls and gates. The design of Oaklands close is open plan- unsure what the deeds say about any changes. With 3 houses 'sharing' this drive access it can become potentially dangerous and block the view onto the road. This application would set precedent for the road that was designed to be open planned. It was agreed to submit comments to this effect regarding this application, but not to formally object as it was felt objections should be reserved for applications that would set an unwelcome precedent.

**Applications Approved:                    None.**

**Applications Withdrawn:                    None.**

**Applications Refused:                    None.**

**Applications Awaiting Decision:**

**21/03258/FUL                    3 CUCKOO WOOD CARAVAN PARK, EYNSHAM ROAD, FREELAND.**

Erection of detached building for the garaging of heavy goods vehicles for Mr Perry Hatwell.

**21/02627/OUT                    LAND OFF THE WEST SIDE OF WROSLYN ROAD, FREELAND.**

Outline planning application for the erection of a retirement community of up to 160 extra care units (C2 use class) with associated communal facilities and open space, with access from Wroslyn Road, (all matters reserved except access) and retention of veterinary practice in the coach house for Inspired Villages.

**20/01734/OUT                    LAND NORTH OF A40, A40 SECTION FROM BARNARD GATE TO EYNSHAM ROUNDABOUT, EYNSHAM (NEIGHBOURING PARISH)**

Outline application with means of access for a mixed-use Garden Village, comprising residential, retail, food and drink, health and community facilities, hotel, class B1, B2 and B8 employment uses,

education provision, burial ground, public open space with sports pitches together with ancillary facilities, landscaping and associated infrastructure and works for Grosvenor Developments Ltd.

**21/00961/FUL LAND SOUTH OF SHASTON, THE GREEN, FREELAND.**

New Build Chalet Bungalow with detached double Garage for Mr & Mrs Neil and Catherine Tregear.

**22/00913/HHD 18 PARKLANDS, FREELAND.**

Single storey side extension, new porch and gravelled parking area for Mr R Massingham & Ms C Stephens (**amended application**).

**22/00881/HHD 44 THE GREEN, FREELAND.**

Demolition of single store side extension. Erection of a two storey side extension and single storey rear extension for Mr and Mrs Calcutt.

**22/00911/HHD 26 FREELAND GATE, FREELAND.**

Proposed detached garage for Mr M O'Callaghan.

All planning applications can be viewed on-line at [www.westoxon.gov.uk/planning](http://www.westoxon.gov.uk/planning) or you can contact the Planning Team at WODC on 01993 861420.

- **Neighbourhood Plan – to receive an update on progress with next steps to starting the process for a Neighbourhood Plan and discuss ways of encouraging involvement from residents, plus to consider topics/questions to include in a village survey**

Currently the survey is still running and has had about 100 responders. Amy handed out some left over fliers promoting the survey to all the junior cricket players after their training and plans to distribute some to the parents up at the primary school and to teenagers coming off the buses after school. The closing date is 31<sup>st</sup> of May with the analysis to be available for the June meeting.

- **Inspired Villages planning application – to receive an update**

Inspiring villages is scheduled to be on 30<sup>th</sup> of May agenda, with Roger and Lidia attending. Further update will be provided after that meeting in next month's meeting. A local group in the village also plan on being there and are writing a letter to Legal and General. There have been a staggering 253 objections. In the interests of transparency, an informal meeting between the Chair, Clerk and Spitfire homes took place recently when they advised of their plans to build 80 homes (50% affordable) opposite the Freeland nursery in Chapel Field. The preparations are still in early stages but they plan to submit a planning application towards the end of 2022.

- **Parish Online Mapping software – to discuss how Councillors are getting on with new software and to discuss future use**

This is to be revisited in September after the summer break.

- **Salt Cross Garden Village AAP –to receive any update**

No update but arranging meeting with Eynsham PC to share information.

**8. REPORT OF COUNTY AND DISTRICT COUNCIL BUSINESS**

Nothing to report from county council.

District Council- Lidia Arciszewska was congratulated on her election to WODC. She is part of an alliance between Liberal Democrats, Labour and Green Party. She explained they want to concentrate on climate, community and housing/social care. She wants to be more open and transparent and involve the communities and engage as much as possible; form partnerships with councils other than WODC and get other councils' visions to help incorporate it into our own. Lidia has been appointed to cabinet for environment and overlaps into climate, and is looking forward to making a change. Lidia made clear that they do not intend to change the current free parking in Witney and Carterton, but parking charge will be coming to Woodstock due to tourism, and at the request of the resident. Where free parking remains, stronger enforcement will be required.

**9. FINANCIAL MATTERS:**

**(a) Presentation of the monthly financial report**

The monthly financial report for March was presented to the Council showing details of the bank balance at end of the 30<sup>th</sup> April 2022 and the receipts and payments received or paid out in the last month. The bank statement was checked as agreeing with the figures on the finance sheet and was signed by Bill.

**(b) Approval of invoices for payment-**

The Council approved invoices for payment as listed on the invoices for payment sheet distributed with the meeting. These invoices would all be paid by BACS online. Council therefore **resolved** to approve all of the following invoices for payment:

BACS Ref Number	To whom paid	Details	Amount (£)
BACS 151	Amy Jackson	refund expenses - APM boards, projector and surveys	870.08
BACS 152	Fay Friend- Salary	Clerk's salary - May	935.24*
BACS 153	Summit trees	cherry tree cutting	330.00
BACS 154	Summit trees	village hall hedge cutting	270.00
BACS 155	Fay Friend- expenses	Diamond jubilee supplys - bunting and raffle tickets	55.24
BACS 156	J f gardening and maintenance	grass cutting	180.00
BACS 157	Arthur Treherne	playing field tap x3	107.00
BACS 158	Rendall garden services	grass cutting of play area	70.00
BACS 159	Lawn Science	Village hall grass treatment	44.00
BACS 160	HMRC	HMRC contributions backdated	413.52
BACS 161	Roger Faulkner	APM flowers and refreshments	22.22
BACS 162	Amy Jackson	Jubilee- crafts, table clothes ice creams and fliers	376.81
BACS 163	Amy Jackson	Jubilee- ice creams and music	400.00 approx
		<b>Total:</b>	<b>3,138.87</b>

**With the addition of the First to last mile second tranche to be paid.**

**(c) Any other financial business –**

The prosecution for Towersey Parish Council to be added to next month's agenda to formally acknowledged and discuss.

**(d) first last mile- second tranche money –**

After a quick discussion this was agreed to be paid this month, subject to CHAPS charges being deducted. Additionally with the payment, clerk to ask for information on what services the bus can provide to be made more available for example drop off to doctors. Is this feasible? NOTE – these funds have been supplied from OCC at no cost to FPC

**Action: Clerk to make payment and speak to first last mile.**

**10. PARISH COUNCIL STANDING ITEMS:**

**(a) Play Areas/Playing Field/Play Equipment Book – to receive any reports plus:**

**Reports:**

Play park signage- update on signage – after a concerned resident approached the Parish Council it was agreed that additional signage is required for the bigger play area and the smaller toddler area. No ages will be placed as it's down to the ability of the child. The agreed wording was: Children must be supervised by a responsible adult at all times Note that this climbing frame is unsuitable for younger children.

- **Action: Mary Ann to sort additional signage.**
- **Junior slide- to discuss repainting slide and railings-** We are still awaiting for a time that Arthur can complete the work. Tim from Freeland nursery is kindly donating 20 bags of sand for the toddler play area. Thanks to be sent to Tim Webster on behalf of the PC. Perrin still to complete the repair work on the big slide. The play park rota has come to an end and needs updating.  
**Actions: Clerk to chase Arthur and Perrin. Also to thank Tim. Play park rota needs updating.**

**(b) Village Highway Matters – to receive any reports:**

- **Traffic calming measures –** to receive an update from Traffic Calming Working Group – no update
- **Speedwatch–** to receive an update from Speedwatch group – no update
- **Bus shelter on A4095 –** to update post installation for the new shelter installed on A4095 – work completed

**(c) Footpath & Bridleway matters/Footpath Book –** to receive any reports: Footpath signage on BR1 needs attention – this has been logged with OCC. No update on BR1 from OCC as of yet.

**(d) Garden of Remembrance –** to receive any reports plus: v

- **S106 Public Art funds** – to receive update on sculpture cost – this is to be reviewed next month

**(e) Freeland Hall Management Committee** – to receive any reports plus:

- Laurel hedge trimming by left hand side of village hall has been completed.
- Currently there is no water supply to the cricket square or to the shed and it needs digging up the field to supply this. Amy suggested she knew a contractor and will gather their details and send to clerk. This will require a new spurs and meter metre to be fitted. Also the boxing in still required.

**Action: Amy to give contractors details to clerk.**

- **Sustainability-** Peter gave a brief update ahead of the first meeting which is being held tomorrow night. There has been some brief discussion about putting solar panels onto the roof. This however would only be on the rear of the building facing the playing field area and not the front, or on the CRF roof. This is so the front can stay nice and presentable. As well as solar there has been some conversations about both ground source heating and air source with a back-up generator in case of a long power outage emergency. Both designs are being looked at and the pros and cons with the impact on the surrounding area. Amy suggest to look into capturing rain water to use for irrigation. Both Peter and Andy will keep the council informed with more updates after the first meeting tomorrow.

**(f) Village Pond** – to receive any reports – no update

**(g) Amenity area** – to receive any reports – cherry tree has been cut down and the wood disposed of.

**(h) Allotments-** to respond to new site proposal- a concerned member of the public has asked for an official response from the parish council for a list of questions. *Does the committee of the Freeland Allotment Association have the power to form long term contracts (appreciate that this is a question for the FAA and you state is a private matter but in your role of facilitator could you source the answer)?* This is beyond the scope of the Parish Council, and a private matter between FAA and the individual concerned. The resident would need to contact FAA themselves as the parish council is not a facilitator in private matters.

*Can you confirm Freeland village will not be legally bound by any agreement between FAA and Blenheim.* Again this is a private matter between FAA and Blenheim. It was also unclear as to what was meant by the “Freeland village” in this context.

*Can you confirm that there has been no discussion between council members and Blenheim/Pye/Vanbrugh linking debate over the offer for this piece of land and financial contribution with the development of other lands in Freeland?* There have been no such discussions to our knowledge- all councillors present confirmed this.

*Can you confirm no parish monies will be provided to support the private development of these proposed allotments?* At present no request has been received from FAA. But if in the future they submit a request it will be considered at that time.

*Also given the history of discussions between parish council members and developers can you assure the village that all meetings between council members and developers whether informal or formal are minuted and published to the village?* All meetings that take place will be reported to a meeting of Freeland Parish Council and will therefore be mentioned in the minutes. Any informal discussions are just that and as such are not minuted, but the fact they have taken place is reported and noted in minutes.

The Parish council have no say in what happens between the FAA and a private entity other than when a planning application comes in front of them, for example if and when a new road going to the allotments goes through planning permission. The resident raised concerns that the further development of the land around the allotments would encroach into Hanborough.

The Parish Council reiterated it did not support the conversion of the villages into one.

Associated with this, development of the North field in Hanborough is currently not in the local plan but an application is expected. The council wants to keep the villages separate and has reminded Lidia to bear this in mind. Lidia said this was understood but there are emerging challenges to defending speculative sites from development as the current housing supply had fallen behind schedule due to COVID. Currently there is just over a 5-year housing supply but this may fall below five years if delays continue. Chipping Norton is now happening but with all these delays it allows developers to keep applying for planning permission to build on speculative sites.

**11. CORRESPONDENCE** – To discuss and agree any actions arising from:

(a) OALC April update – details emailed around

(b) OCC temporary road closure- Cuckoo Lane 6<sup>th</sup> June for 4 days details emailed around

(c) Wroslyn road 167 telephone pole- reference number 220515-000099 - has been rejected by Southern Electric as it is not an electricity issue and is not feasible to move 1ft.

12. **CIRCULATION**  
Was handed out to be circulated among the councillors.
13. **TO RECEIVE A MONTHLY UPDATE REGARDING FREELAND PRIMARY SCHOOL**  
No update was received.
14. **ANY OTHER BUSINESS** - for preliminary discussion only  
Lidia departed at 22:00
15. **DATE OF NEXT MEETING:**  
The next Ordinary Council Meeting is Monday 20<sup>th</sup> June 2022, 7.30pm, in the Village Hall-  
change to Newell room . There being no other business the meeting closed at 10:36PM