

■ Minutes of the Parish Council Meeting of Blackthorn				
Held In:		Blackthorn Village Hall	On:	Thursday 5 December 2019 at 7.30p.m.
Present:		■ Parish Council Chairman Cllr. Mrs J. Lamont (JL), Cllrs. Mr R. Rue (RR), Mr C. Hegarty-Swain (CHS) and Mr R. Burden (RB).		
In Attendance:		Clerk/RFO to PC: Mrs T Charlesworth.		
Item No	Topic		Action owner	Due Date
19.94 Apologies:				
■ Cllrs. R. Lamont (RL) and Mrs A Stevenson (AS).				
19.95 To receive declarations of Personal or Personal and Prejudicial Interests':				
■ Register of Members' Interest: None.				
19.96 Minutes:				
RESOLVED:				
■ The Meeting of Blackthorn Parish Council held on 5 September 2019 at 7.30pm were approved and signed as a correct record by the Chairman Cllr. JL.				
■ Meeting scheduled for 3 October 2019 was postponed as it was not quorate.				
19.97 Vacancy for a Councillor: No applications received.				
19.98 District/County Cllrs: I. Corkin and D. Hughes: Not present.				
19.99 Matters for Report (Appendix 1):				
	■ Sewage Pumps: No update.		RR	
	■ End of Year Accounts 31 March 2020: Letter of Engagement had been submitted.			
Discussion Time (One Hour: projects to be rotated into the slot throughout the year):				
19.100 Project Reports (Appendix 3):				
	7.1: Emergency and Community: Noted that the salt bins are full and maintained; salt spreader available.		Working Group Clerk	
	7.2: Traffic Issues: Update on meeting with OCC/CDC and Network Rail: Linked with:			
	■ Drainage:			
	➤ Diversion of pumps along the ditches of the A41 into the River Ray: Cllrs. RR; AS and CHS accepted the invitation from Network Rail to a drop-in event ahead of Blackthorn and Piddington Chiltern main line embankment upgrade:		RR	
	■ Traffic Issues: Discussions presented no concerns regarding traffic for Blackthorn as the tons of stone, to be delivered by 'Smiths', would be taken to the temporary depot set up at Piddington.			
	■ Drainage: During the recent floods various representatives were invited to meet on site; it is apparent from this meeting that there is little or no understanding of the proposals presented by the Parish Council and despite Network Rail having verbally agreed, in principal, to carry out the diversion of the pumps as proposed they have been ignored. The Clerk was tasked with writing to; O.C.C. Highways and Network Rail (cc to all) to establish who owns the water pumps sited under the railway bridge at the side of the A41 under the manhole covers in the turnaround zone.		RR/AS Clerk	
	■ Village Plan for Water Management:			
	➤ Water level: No update.			
	➤ Village Pond: Proposal: C.D.C. has advised that planning permission to fit a sluice gate is not required as it is a reinstatement of a traditional sluice gate; it is proposed to carry out works during the summer.		RR	
	■ Blackthorn Brook:			
	➤ Update of ownership: No update.			
	➤ Clearance of final 15m: Permission for access: RESOLVED			
	➤ That Cllr. RB would discuss the proposals below and seek permission from the land owners to carry out the work.		RB/RR	
	➤ To accept the offer from a parishioner to carry out the works, free of charge, during summer providing the permission from the land owner is granted.			
	■ A41 – Responsibility for Maintenance:			
	■ Speed Survey Device: There will be no speed camera.			
	■ Highways: Money for roads in Oxfordshire: It is noted that hatching has been painted at the crossroads to Launton, with little effect; there is currently no money available to carry out plans to put in bollards. The PC needs to pursue the possibility of reducing the speed limit to 40mph on the A41.		RR	
	7.3: Traffic Calming:			
	■ VAS Equipment: It was noted that both units are still working and remaining charged; the 'blue tooth' has failed on the unit on Station Road and requires a new bracket. The Laptop needs to be returned to the supplier.		RR	
7.4: Play Area:				

[illegible]

	▪ Spreadsheet: Presented and accepted. ▪ VAT Claim: Claim to be submitted to HMRC.	Clerk/ RFO	
	8.6: Budget 2020/2021: RESOLVED ▪ That the draft budget was reviewed and accepted with the following amendments: ▪ 'Revised Figures': ▪ S137 – Senior Citizens vouchers – No allowance required this year; removed from o/s costs. ▪ 'Forward Year': ▪ Admin – Printer – Allowance of £200.00. ▪ S137 – Senior Citizens vouchers – No allowance required. ▪ Precept 2020/2021: RESOLVED ▪ That based on the draft budget and including the above that a 1% increase was approved. ▪ The precept requirement for 2020/21 of £11,829.00 was approved; Clerk to submit.	Clerk/RFO Clerk/RFO	
19.102	Planning Matters (See Appendix 4):		
	9.1: New Applications: ▪ Application No: 19/01828/F – Applicant's Name: Mr & Mrs Robert Macrae – Proposal: Proposed single storey rear extension and garage conversion with external rendering – Location: Stonehaven, Thame Road, Blackthorn. OX25 1TE – Parish(es): Blackthorn – Expected Decision Level: Delegated – Comments by 4 December 2019: RESOLVED ➤ The Parish Council made no observations or objections. ▪ Application No: 19/01854/F – Applicant's Name: Ms Angelica Logan – Proposal: Proposed Barn – Location: Pound Farm, Street from Blackthorn Bridge to Ambrosden, Blackthorn OX25 1TE – Parish(es): Blackthorn – Expected Decision Level: Delegated – Comments by 19.12.19: RESOLVED ➤ That the Parish Council made no objections but the following observations: ➤ That a condition is applied if granted that; it can only be used for the purpose granted. ▪ Application No: 19/02601/F – Applicant's Name: HCA Healthcare UK – Proposal: Installation of plant equipment units to the rear of the warehouse including Armco protection. Addition of two fire exit doors to the south elevation of the warehouse – Location: Unit A2, Symmetry Park, Morrell Way, Ambrosden, Bicester. OX26 6GF – Parish(es): Blackthorn – Expected Decision Level: Delegated – Comments by 20.12.19: RESOLVED ▪ That the Parish Council makes no objection but the following observation: ▪ It notes that sound measurement sensors have been used to test the sound levels up to Rectory Farm, a distance of 500yds, whilst the two houses sited 280yds in the other direction have not been measured.	Clerk Clerk	
	9.2: Decision Notices: ▪ Planning Application 19/01954/F – Proposal: Erection of agricultural building – Location: Proposed Agricultural Workshop East OS Parcel 0062 East Of Marsh Gibbon Road Blackthorn – Parish(es): Blackthorn – Permission for Development subject to conditions – Date of Decision: 8 November 2019: Noted.		
	9.3: Appeal Notices: ▪ None.		
	9.4: Withdrawal Notices: ▪ None.		
	9.5: Planning Issues: ▪ Oxford-Cambridge Expressway: No further update. ▪ Prefab Building Thame Road: To be monitored. ▪ C.D.C. – Planning & Development - Notification of Planning Policy Consultation. Proposed Main Modifications to the Partial Review of the Cherwell Local Plan Part 1 - Oxford's Unmet Housing Need - The consultation period extends from Friday 8 November 2019 to Friday 20 December 2019: No comments. ▪ Parish Council Training Session: Attended by Cllr. RB; reported: ➤ C.D.C. prefers a response from councils even if it is 'no comment'. ➤ That council can ask for an extension on applications if they require time to discuss at a meeting.		
19.103	Website:		
	10.1: Update on the running of the website: C/fwd. 10.2: BPC254(08): SLCC - New regulations called 'The Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018' have come into force, which means that from the 23rd September 2019, every new public sector website and app will need to meet certain accessibility standards and publish a statement saying they have been met. Existing websites will have until the 22nd September 2020 to comply: To check with Network provider: C/fwd.	RL	

19.104	Data Protection Regulations:		
	■ Adoption/Approval of Draft Documents: Consent Form: C/fwd. ■ Registration with ICO: ■ Domain Name: Update on linking email addresses with the website: The PC should have an .org email address by the next meeting. ■ UK based website provider: ■ All the above c/fwd as linked with the provision of the website (see 19.103- 10.1 above).	RL/JL	
19.105	Correspondence (See Appendix 5): B.P.C.258 Circulated for comments prior to the meeting: Comments to be considered any action approved:		
	■ BPC263(1): (R) C.D.C. - Parish Council planning training sessions – 4 December 2019 – Rec/d by Email 1.11.19 – Above 102-9.5. ■ BPC263(2): (A) - O.C.C. – School Organisation Planning – Entry to Primary or Infant School – September 2020 – Children born between 1 September 2015 and 31 August 2016 – Poster – Rec/d 6.11.19 – Poster for notice board – scanned and emailed for website too.	JL	
19.106	Website/Parish Magazine/Issues raised through ‘Facebook’:		
	■ Update on PC Website: ■ Publication of financial documents in line with Transparency Code: Continue to update. ■ No issues raised through ‘Facebook’; it was noted that the Parish magazine is struggling and they are currently looking for an editor. ■ RESOLVED No publications.	Clerk/RFO	
19.107	Parish Council Liaison Person:		
	■ New councillor opportunity: Cllr CHS attended the Parish Liaison meeting which was well attended and informative; reported as follows: ■ C.D.C. – Parish Council Support Grant: Will be reduced in 2020/21 by 50% and then remove completely in 2021/22. ■ VE Day 75th Anniversary 8th May 2020 will be the 75th anniversary of VE Day and will be a bank holiday Friday (instead of the usual Monday Early May Bank Holiday). The Queen’s Pageant Master has written to all town and Parish Councils, encouraging them to hold local celebrations of this important anniversary. CDC will support you by waiving the fee if you require a temporary event notice (TEN) for a parish VE Day event. ■ Operation London Bridge: Parishes should consider what actions they will take in the event of the death of a senior royal and make appropriate preparations. Things to consider include books of condolence, a cordoned area for flowers (remember recycling arrangements afterwards), tolling of bells, flags at half-mast. Suitable arrangements will vary from parish to parish. National Association of Civic Officers has a website www.naco.uk.com they will be issuing updates on Operation London Bridge. If you wish to become a member complete the form on the website explaining you are a lead for the Parish Council, Membership is free. There will be a formal process for the official announcements, which will cascade down from the Lord Lieutenant. ■ Good Neighbours schemes for Cherwell Parishes: There was a slide presentation. CDC is encouraging communities to set up new ‘Good Neighbour’ schemes, to help infirm and isolated residents. CDC has commissioned Volunteer Link-up to help communities with practical and financial support. A Good Neighbour scheme does not need to be run by the parish council, but it is much more likely to be successful and sustainable if it has the parish council’s backing. ■ C.D.C. Assistant Director David Peckford; Planning & Development: Presentation covering: Management changes; Partial review of the Local Plan; Oxfordshire Plan 2050; Local Plan review; Neighbourhood planning, Development management.		
19.108	Village Matters: Reported incidents: None.		
19.109	Matters for Further Information or Discussion at the Next Meeting:		
	■ Matters for Information: ■ Agenda: The Parish Council and Clerk expressed an apology for the incorrect time for attendance of the public and press to attend a meeting and ask any questions and any inconvenience caused to anyone that may have attended at this time; attendance should be between 7.30pm to 7.45pm; this will be corrected on future agendas. ■ Matters for Discussion: ■ Grass cutting contract. ■ Audit: Documents for review as part of the annual audit.	Clerk agenda	

19.110	Date of the Next Meeting:		
	6 February 2020 at 7.30pm in Blackthorn Village Hall: - Future dates were agreed; it was noted that the date for the May meeting may need to be changed due to the Parish Council election.		
There being no other business the Chairman closed the meeting at 9.48pm. <i>Approved at the Parish Council meeting held on 6 February 2020 – M1/2020-20.04</i>			