

**Oxhill Parish Council**  
**Draft Minutes of an Annual Parish Council Meeting**  
**held on Wednesday 16<sup>th</sup> May 2018 at 8.10pm in the Village Hall**

Councillors Present

Cllr Harbour, Cllr Harper, Cllr Hunt and Cllr Moore

Clerk to the Council, Mrs C Coles and six villagers

**18/01. Elections**

*Election of Chairman*

Cllr Hunt proposed that Cllr Harbour be Chairman. Seconded by Cllr Harper.

*Signing of Declaration of Acceptance of Office form*

Cllr Harbour signed the form. This will be kept on file.

The Chairman formally recorded a vote of thanks to Cllr Moore who was previously Chairman. He was pleased to confirm that Cllr Moore will not be leaving the Parish Council. Cllr Moore has done a lot of work for the Parish Council and village in general. He thanked him for his remarkable efforts and outstanding service.

*Election of Vice-Chairperson*

Cllr Harper proposed that Cllr Moore be Vice-Chairperson. Seconded by Cllr Hunt.

**18/02. To receive apologies for absence**

Cllr Whittaker

**18/03. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda**

No interests were declared.

**18/04. To approve and sign the minutes of the meeting held on 13<sup>th</sup> March 2018**

The minutes of the previous meeting were approved and signed.

**18/05. To note any matters arising from the minutes not included on this agenda for report only**

*Footpath behind Main Street* - Cllr Moore has looked at the footpath. The wall has collapsed and the footpath requires some work. Oxhill Manor would like the path re-instated. The Chair and Cllr Moore will speak to the owner of Oxhill Manor.

**18/06. To receive a report from the County and District Councillor**

Reports were given at the Annual Parish Meeting.

**18/07. To discuss a new bus shelter and planters**

The phone kiosk has now been removed. A previous idea to install a new bus shelter with planters will be progressed.

*Action: Cllr Moore and Cllr Harper to re-visit and measure the area. To be discussed at the next meeting.*

**18/08. To receive an update on Leys Field and to discuss the Flood Control Management Issues**

A brief update was given at the Annual Parish Meeting. Emails are being received and circulated to Councillors. Cllr Moore had asked Stratford District Council why they did not have consultations with the Flood Risk Management Committee at Warwickshire County Council as this was the major concern in the

application. Sophie Wynne replied that they objected at the time but withdrew the objection subject to conditions.

It was agreed that Cllr Moore would remain in control of the work and correspondence at Leys Field.

**18/09. To receive an update on GDPR**

Work is ongoing. Some approval forms have been returned.

**18/10. To receive an update on planning**

Two new applications had been received since the last meeting:

*18/01034/AGNOT, Formation of ponds in existing depression and wet ground at Oxhill Manor, Main Street.*  
No objections.

*18/01357/FUL, Full application for the construction of two dwellings (alternative scheme to that approved under application 17/00521/FUL) at Plot 2, Land on north side of Green Lane.* Under consideration.

An update was given on older applications:

*18/00343/FUL, 1.5 storey side extension, 1.5 storey front extension, single storey rear extension and construction of two dormer windows in existing front facing roofslope at Oakwoods House, Green Lane.*  
Approved.

*18/00591/TREE, Tree work at The Old Rectory, Main Street.* No objections.

*18/00448/LBC, Re-roofing of existing Manor House together with any necessary timber repairs and the replacement of 2 existing rooflights with conservation rooflights at Oxhill Manor, Main Street.* Approved.

**18/11. Financial Report**

*a) The following payments were approved:*

£19.76 to L Stuart (Website quarterly charge)

£960.00 to L Stuart (salary)

£159.23 to Zurich Insurance (general council insurance)

*b) Annual Governance and Accountability Return 2017/18 Part 2*

To approve and sign the Certificate of Exemption and Sections 1 and 2

The Certificate of Exemption and Sections 1 and 2 have been completed. They were signed by the Chair and Parish Clerk. The internal audit will take place soon.

**18/12. To receive Councillors Reports**

Cllr Harper reported damage to the pavement and clipped kerbstones by Applegrove. There has been scarring to the road surface. Although this may be something for the developer to sort out, the Parish Clerk will first report to Highways.

Dog fouling is continuing. Another note will be put in the Oxhill News.

The Chair spoke about a recent planning training course that he attended. It was a good course. There are material concerns that Stratford District Council will accept if an objection is raised. The village did a Parish Plan but this ranks very low compared to a Neighbourhood Plan which holds a lot more weight. There are significant areas of greenland within the village which require protection. The Parish Plan was very detailed and some of the papers had to be removed before being submitted as a Neighbourhood Plan. It was agreed to revisit this as a lot of work has been done already.

*Action: The Chair to call Stratford District Council to get more information for the next meeting.*

There being no other business the meeting closed at 8.45pm. The date of the next meeting is 10<sup>th</sup> July at 8pm in the Village Hall.

