

**Tetsworth Parish Council**  
**Victoria Nuthall**  
**Parish Clerk & Responsible Finance Officer**  
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To all members of Tetsworth Parish Council  
 You are summoned to attend the Parish Council meeting as detailed below  
 In Tetsworth Memorial Hall  
**on Monday 10<sup>th</sup> March 2025 at 7.30pm**

Members of the Public and Press are welcome to attend

## AGENDA

### 1. Apologies for Absence

Cllr K Bhagat (KB)

### 2. To Receive Declarations of Interest

Members are asked to declare any personal interest and the nature of that interest they may have in any of the items under consideration at this meeting.

### 3. To Approve the Minutes of the Council Meeting held on 10<sup>TH</sup> February for Signing

### 4. Public Questions

### 5. Update of Actions List

<u>Ref.</u>	<u>Item Requiring Action</u>	<u>Resp</u>	<u>Action/Progress</u>
355c/21	Monitor OCC investigation of school extension project progress	IPO (OCC):KG	OCC met developer in Dec 23 to discuss S278 and S106 agreements. Land transfer to OCC and S278 agreement awaiting its registration with Land Registry, now anticipated by 23 Oct 25. OCC will meet with school head and governors after land transfer to confirm future plans. <b>ONGOING</b>
77a/24	Discuss Village Green ditch clearance with local farmer	Clerk	Village Green landowner happy to take responsibility for areas under his remit. TPC has authority to commission work. Local resident with appropriate equipment to be approached in collaboration with TSSC. <b>ONGOING</b>
139f/24	Land Ownership - To make a Land Registry enquiry regarding the ownership of the pond behind the High Street.	Clerk	Title plans for surrounding properties obtained. Clerk to further investigate possibility of applying for land ownership and costs. <b>ONGOING</b>
178/24	Investigate option of locating a salt bin on Judds Lane	Clerk	OCC agreed to place bin adjacent to school car park in Judds Lane. Monitor progress. <b>ONGOING</b>
212b/24	Ask Harlesford Solar Farm Co whether Community Benefit decision is time limited	Clerk	Response received with no specific timescale required. Councillors to review benefit options and potential investment opportunities before decision is submitted. Cllr Kim Bhagat together with clerk making enquiries with the CCLA <b>ONGOING</b>
234/24	Investigate possible extension of Thame Community Transport Service to Tetsworth	Clerk	Clerk to contact organiser for update. <b>ONGOING</b>
250/24	Contract Parish Online Support to implement IT transfer to .gov.uk domain	Clerk	Council agreed to transition to gov.uk domain. <b>ONGOING</b> .
250/24	Terminate IT support arrangement with Wiserserve once .gov.uk transfer implemented	Clerk	Agreed to terminate this support once transfer fully implemented. <b>ONGOING</b> .
275/24	Write to Thames Water, SODC Environmental Health and OCC Highways concerning village drainage and flooding issues	Clerk	Chair has prepared letter yet to be sent as awaiting key contact details from parishioner. Clerk to follow up. <b>ONGOING</b> .
290/25	Consideration of additional defibrillator at East End of Village	Clerk	Clerk currently making enquiries regarding possibility and costings regarding additional defib for east end of village. <b>ONGOING</b> .
174b/23	Investigate means of deterring unauthorized vehicle access to Village Green	CT	Variety of post and chain boundaries seen in neighbouring parishes. Need to be monitored for one year from June 2024. <b>ONGOING</b>
448b/21	Canvass support for possible First Aid training	SR	More than 12 residents registered interest. Possible course dates post April 2023 investigated. No local face to face training available. Re-visit when practicable. <b>ON HOLD</b>

## **Councillor Reports**

6. **County Councillors' Reports**
7. **District Councillor's Reports**
8. **Parish Councillors' Reports**

## **Parish Council Administration**

9. To consider and approve the date for the Annual Parish meeting – Wednesday 21<sup>st</sup> May 2025.
10. Thame Hub banking initiative – request for letter of support
11. Emergency Plan annual review

## **Finance**

12. **Monthly Financial Report.** To **Approve** the report for February 2025.
13. **Expenditure:** To **Approve** the following payments (*Note italics show payments already made* and **Note** those payments paid as previously agreed as standing orders and direct debits)

### **a. Electronic Payments**

i.	360 Landscapes	Leaf collection	Invoice S-10898	£156 incl VAT
ii.	Cleanslate	Donation		£100
iii.	V Nuthall	Salary – February 2025		£954.53
iv.	HMRC	Employer NI		£180.93
iv.	OALC	Clerk Training course	Invoice W3727	£72 incl VAT
v.	Shield Maintenance	Dog waste bin	invoice 8589	£33.16 incl VAT
vi.	The Play Inspection Co	Annual inspection	TETS01	£216.60

### **b. Standing Orders (Monthly):**

i.	Wiseserve	IT Support	Invoice 28443	£6.00 inc VAT
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### **c. Direct Debits (Monthly):**

i.	O <sup>2</sup>	Phone Service	05928908	£20.88 inc VAT
ii.	Microsoft	One Drive Storage	82322662943	£1.99 inc VAT

### **d. Debit Card:**

i.	HP Instant Ink	Ink Cartridges		£20.99 incl VAT
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14. **Receipts:** To **Note** the following receipts:

a.	Mr Stevens	Part payment-reimbursement for bench	£450
b.	TSSC	Insurance repayment	£52.36

15. **To Consider / Discuss / Approve Further Financial Matters**

- a. Consideration of pre-authorisation relating to ONH invoices
- b. Reallocation of budget end of year surplus funds from the end of this financial year to earmarked funds
- c. Reallocation of £2826.77 from East Wicket Gates earmarked fund to a newly created earmarked fund for VAS replacement
- d. To transfer the £2890 Groundworks UK Grant and the £1436 remaining in the reserve-from the previous NDP Account) into a new NP Review earmarked fund.
- e. Warm spaces / Emergency plan – reimbursement to TSSC
- f. Consideration of quotation from Devey Tree Care.
- g. Grant update requests – Play Equipment and TSSC Generator project

## **Planning**

### **16. To Note or Consider Planning Applications**

**Application reference: P25/S0578/DIS: Horseshoe House Stoke Talmage Road Tetsworth**

Discharge of conditions 3(surface water drainage scheme) and 4(foul water drainage scheme) on application ref. P20/S4389/FUL - Appeal reference: APP/Q3115/W/21/3285287 (The erection of a new dwelling and the removal of an existing dwelling.)

### **17. To Note Planning Applications Determined**

**Application Reference: P23/S4191/FUL: Claridge Barn Chiltern View Tetsworth OX9 7AL** Conversion of stable building to three dwellings with gardens and parking (additional noise survey received 22nd March 2024 and revised certificate of ownership received 2 April 2024 and additional rights of way, heritage and surfacing information as shown on documents received 3rd September 2024 and addition of acoustic barrier and revised acoustic report waste management information as shown on amended and additional documents received 6th November 2024). **REFUSED.**

### **16. To Note Planning Applications Awaiting Decision**

a. **Application Reference: P24/S3878/FUL - Land West of Harlesford Farm South-West of Tetsworth.** Additional infrastructure south of an existing 132KV tower, including two approximately 28 metre ('m') masts, other associated infrastructure and access. WRITTEN REPRESENTATIONS TO BE RECEIVED BY 8 MARCH 2025.

b. **Application Reference: P24/S1717/S73: Harlesford Farm near Tetsworth Oxfordshire OX9 7BX.** Variation of conditions 2 (Site Location and Development Zones Plan), 4 (Details and Layout of Proposed Infrastructure), 5 (Landscape Specification Plan), 6 (Landscape Maintenance and Management Plan), 7 (Arboricultural Method Statement), 8 (Construction Environmental Management Plan-Biodiversity), 9 (Biodiversity Enhancement Plan), 10 (Ecological Buffer Zones), 11 (Archaeological Field Evaluation), 12 (Written Scheme of Investigation), 13 (Programme of Archaeological Evaluation), 14 (Construction Traffic Management Plan), 15 (Detailed Surface Drainage Scheme) and 18 (Flood Risk Assessment) pursuant to planning permission reference P20/S3245/FUL. (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping).

c. **Application Reference: P24/S3144/O: Land at High Street Tetsworth OX9 7AU.** Outline planning application for the erection of up to 50 dwellings with public open space, landscaping, sustainable urban drainage system (SuDs) and the principal means of vehicular access from High Street. All matters reserved except for means of access.

e. **Application Reference: P24/S3558/FUL: Manor Farm Access Track to Manor Farm near Tetsworth OX9 7AY.** Replacement of two farmhouses self-build on their existing sites. (Consultation extended to 14 Jan 25).

f. **Application Reference P24/S3982/DIS: Dodwells Solar Farm. Land north of the A40.** Discharge of conditions 4 (Final Layout and Equipment Details), 6 (Archaeology Written Scheme of Investigation), 7 (Implementation of Programme of Archaeological Work), 8 (Sustainable Drainage Scheme), 9 (Construction Traffic Management Plan), 10 (Landscaping Scheme and Implementation), 11 (Landscape and Biodiversity Management Plan), 12 (Tree Protection Measures), 13 (Biodiversity Enhancement Plan), 14 (Construction Environment Management Plan for Biodiversity) on planning application P21/S3915/FUL (Installation and operation of a Solar Farm together with all associated works, equipment and necessary infrastructure).

### **17. To Note any Further Planning Considerations Received after Agenda Publication**

## **Recreation Areas**

### **18. PATCH.**

- a. Routine Inspections.
- b. Annual inspection and inventory report from The Play Inspection Company.
- c. Email request regarding use of green space for fitness classes incentive - SODC

## **Village Environment**

### **Highways, Byways & Transport**

19. Reminder - Date for next Parish Transport meeting – 18<sup>th</sup> March 2025 at 1.30pm via Microsoft teams.
20. Village Sign – East end of village

### **Communications**

21. Police Commissioners newsletter
22. Community First newsletter

### **Items for Next Agenda Not Already Mentioned**

**To Note** any such items.

**Date of the Next Meeting.** The next meeting will be held on 14<sup>th</sup> April 2025 at 7.30pm.

**To Close the Meeting.** **To Note** the time of closure.

### **Open Forum**

*(original signed)*

**Victoria Nuthall**  
**Parish Clerk & RFO**