

Tetsworth Parish Council
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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 10th February 2025 at 7.30pm

Members of the Public and Press are welcome to attend

AGENDA

1. **Apologies for Absence**

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 13th January 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. ONGOING
91b/23	Monitor progress of installation of kissing gate to Oxfordshire Way on Stoke Talmage Road and Parkers Hill access points	Clerk	OCC has installation of east side and Parkers Hill gates in hand with Chiltern Society Volunteer group. OCC Countryside Access officer arranged for 11 Dec 24. ONGOING
317b/23	Access roadway/track – A40-Marsh End-TSSC-Spencers Farm and Sewage Disposal Works	Clerk	Continuing delay in resolution last prompted 9 Apr 24. Visit by OCC Countryside Access officer arranged for 11 Dec 24. Further liaison with OCC Highways staff anticipated. ONGOING
30e/24	Prepare Emergency Generator publicity feedback for SSEN once installed	Clerk	Installation completed. Publicity feedback preparation in hand. ONGOING
62/24	Seek contractor advice on emergency generator operating and maintenance arrangements	Clerk	PDF copy of instructions received from TSSC. Demonstration to TPC being arranged. ONGOING
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. ONGOING
105c/24	Arrange PATCH site visits with potential metal fencing contractors to establish specification and quotations	SM	Councillors to investigate alternative solution to maintain in the interim following contractor quotation and onsite inspection as potential low-cost fix could be achieved. ONGOING
139f/24	Land Ownership - To make a Land Registry enquiry regarding the ownership of the pond behind the High Street.	Clerk	Title plans for pond area on Ordnance survey map and Land Registry maps obtained and ownership established To discuss in council next steps. ONGOING
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. ONGOING
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. CCLA identified as one investment opportunity and enquiries undertaken. ONGOING
234/24	Investigate possible extension of Thame Community Transport Service to Tetsworth	Clerk	Organiser contacted 12 Nov 24. Awaiting information on projected annual contribution. Clerk to follow up. ONGOING
250/24	Contract Parish Online Support to implement IT transfer to .gov.uk domain	Clerk	New website ready. Council to confirm agreement to proceed and close .co.uk website fully transitioning to gov.uk website. ONGOING.
250/24	Terminate IT support arrangement with Wiserserve once .gov.uk transfer implemented	Clerk	ONGOING.

263/24	Engage contractor to install replacement War memorial bench at bus stop	Clerk	Bench install completed 30/1/25. COMPLETE.
266/24	Order 20mph replacement VAS	Clerk	Order confirmed 31/1/25. ONGOING.
275/24	Write to Thames Water, SODC Environmental Health and OCC Highways concerning village drainage and flooding issues	Clerk	Clerk and Chair in dialogue with parishioner. ONGOING.
298b/25	Planting of Trees along the bridleway at Tetsworth Common by Devey Tree Care	Clerk	Clerk has received details from Devey Tree Care as part of the 2025 planting assessment and report. ONGOING.
300/25	Enquiry regarding Village East End sign	Clerk	Clerk has chased and awaiting response. ONGOING.
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. ONGOING
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. ON HOLD

Councillor Reports

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

Parish Council Administration

9. Website update
10. Consideration of email regarding River Thame Conservation Trust (RTCT)
11. Consideration of additional defib at East end of village
12. Notification from Shield Maintenance regarding delays to dog waste bin emptying

Finance

13. **Monthly Financial Report.** To **Approve** the report for January 2025.
14. **Expenditure:** To **Approve** the following payments (*Note italics show payments already made: * iaw minute 254f/24; **iaw minute 244(482c/21)/24 and FR5.15*) and **Note** those payments paid as previously agreed as standing orders and direct debits. **** expected to be £250.00 + VAT but TBC, up to £300.00 + VAT approved by minute 157(482c/21)/24.*

a. Electronic Payments

i.	Shield Maintenance	Dog Bin Emptying	Invoice 8469	£33.16 inc VAT
ii	Wilson Property Care	War Memorial Bench	Invoice 274	£450
	V Nuthall	Salary – January 2025		£590.08
	HMRC PAYE	Tax & NI -M10		£145.20

b. Standing Orders (Monthly):

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

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

d. Debit Card:

i.	HM Land Registry	Land Registry Queries		£28.00
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15. **Receipts:** To **Note** the following receipts:

a.	HMRC VAT	VAT reclaim (Oct-Dec 2024)	£1546.03
b.	TSSC	Insurance repayment	£52.36
c.	Groundworks UK	Locality Grant	£2890.00

16. To Consider / Discuss / Approve Further Financial Matters

- a. Consideration of request for donation of £100 from Clean Slate – a charity that tackle domestic abuse
- b. Consideration of additional defib at East End of village
- c. Consideration of quotation for one off visit from 360 Landscapes to collect and remove leaves from park
- d. Consideration of membership with Community First Oxfordshire for 2025/26

Planning

17. To Note or Consider Planning Applications

- a. **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.

18. To Note Planning Applications Determined

- a. P24/S3880/LDE - **8 Swan Gardens, Tetsworth** Erection of free- standing garden room on raised platform in rear garden
- b. P24/S3886/T28 - **Remove the existing 15m phase 4 pole and replace with a 17.5m phase 5 pole, swap a cabinet together with all associated ancillary equipment.**

19. To Note Planning Applications Awaiting Decision

a. **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).

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: P23/S4191/FUL: Claridge Barn Chiltern View Tetsworth OX9 7AL.** Revised acoustic barrier shown on amended plans (Amendment 5) received 6th December 2024. (No consultation period stated).

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).

20. To Discuss any Further Planning Issues

- a) ONPA AGM – 25/1/25 – update

- b) Neighbourhood Plan locality grant application submission

To Note any Further Planning Considerations Received after Agenda Publication

Recreation Areas

21. PATCH.

- a. **Routine Inspections.**

Village Environment

- 22. 2025 Tree Planting Assessment & Report from Devey Tree Care

Highways, Byways & Transport

- 23. Date for next Parish Transport meeting – 18th March 2025 at 1.30pm via Microsoft teams.

Communications

- 24. Gigaclear – notification of full fibre rollout in Tetsworth and neighbouring villages
- 25. Consideration of email regarding Electric Vehicle charging solutions
- 26. Consideration of email regarding invitation to attend River Thame Conservation Trust (RTCT) workshop
- 27. Consideration of email regarding safety campaign of lithium-ion batteries
- 28. Consideration of email regarding reducing litter in parish – “Litter Lotto”
- 29. Communication from Thames Valley Police Commissioner – bulletin
- 30. Communication – Local Authority Bulletin

31. Items for Next Agenda Not Already Mentioned

To Note any such items.

Date of the Next Meeting. The next meeting will be held on 10th March 2025 at 7.30pm.

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

Open Forum

(original signed)

**Victoria Nuthall
Parish Clerk & RFO**