DRAFT

MINUTES OF THE MEETING OF BRAILES PARISH COUNCIL

MONDAY 4th JANUARY 2016 AT 7.30pm IN THE PAVILLION, BRAILES

Present: Cllr Ashall

Cllr de Maillet Cllr Rosenthal

Cllr Greaves Cllr Witherick

Cllr Lloyd

Around 15 Members of the Public

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| 1. Disclosure of Interest.   Members are asked to declare personal interests in any item on the Agenda. You are reminded that the Code of Conduct, which took effect from August 28th 2012, provides that if you have a prejudicial interest in any matter under discussion you should withdraw from the room and not seek improperly to influence a decision in the matter.  Cllr Lloyd declared an interest in the Planning items regarding land off Tommy’s Turn, Land off Sutton Lane, and Land adjacent to Atten’s Byre. Also in discussions with Stansgate Planning. |  |
| 1. Discuss Land off Atten’s byre with Emma Evans and Ben Leather from Stansgate Planning   Land off Atten’s Byre has outline planning for 7 dwellings. The reserved matters planning application is now with Stratford District Council. The Parish Council has objected to the previous application on grounds of increased housing size and mix. The Councillors expressed a concern that there are now more 5 bedroom houses than previously. Ben explained that the outline planning did not take housing mix into consideration and the fact that there was a 2 bedroom house on the pan was just for representation. Cllr Rosenthal mentioned that Brailes was built from a variety of building materials and that this development was all Cotswold stone which was not in keeping. Ben from Stansgate said that building materials were a very subjective matter with lots of differing opinions. Cllr Ashall stated that he felt this was a bit disingenuous and Cllr Greaves added that it could be a very nice development but that the increase in bedrooms across the site (5 more across 7 houses) was too much for the Parish Council to accept. The matter would be discussed further at a planning meeting on sat 16th. Cllr Ashall thanked Stansgate for coming. |  |
| 1. Approve discuss and sign the Minutes of the Nov 30th Meeting   The minutes were then approved by all and signed. This was proposed by Cllr De Maillet, 2nded by Cllr Rosenthal. All agreed by a show of hands |  |
| 1. Update from last month   Letter sent to WRCC, SDC, WCC and WALC re Housing Status report. The chairman asked the clerk to justify why this had taken so long. The clerk had written a statement of events that lead to the delay and answered questions regarding this.  Howard Taylor has had and paid the invoice for £126 for work done to the FRC.  Road signs at the Fountain – Some progress is being made, the clerk to chase | Clerk to follow with SDC |
| 1. Reports from other Committees/Sub Committees and meetings   Neighbourhood Plan – Update from the NP Steering Committee  Peter Jordan reported that the NDP has engaged Steven Miles and he has provided an interim report which is at the end of the minutes, but the NDP has made good progress with only a few areas to concentrate on namely some documentation regarding objectives. There is a consultation on the 16th Jan to which all Councilors are invited.  Proposal – to spend up to £350 from 2015-16 budget and £1500 from 2016-17 budgets. This was agreed on the proviso that Locality pays the rest of the money. Proposer – Cllr Rosenthal, 2nder Cllr Greaves, agreed by all.  Proposal – to spend £210 on the next phase of consultancy. Proposed by Cllr Rosenthal, 2nded by Cllr Greaves, agreed by all.  Proposal – When the funds are received by Locality the agreed schedule of spend is approved. Any variation is to be represented for approval. Proposed by Cllr de Maillet, 2nded by Cllr Rosenthal, agreed by all. Schedule is attached.  Cllr Witherick reported from the Village Hall Committee, that new hand dryers are needed and being looked into and the chairs need replaced. The chairs will cost £4275. The Parish Council proposes that the £3000 be allocated to the Village Hall in the next budget, however this is not guaranteed. Proposed by Cllr Rosenthal, 2nded by Cllr Greaves, agreed by all. |  |
| 1. Floodwatch Report – |  |
| 1. Matters Arising since the last meeting  * Precept – Increase of 2% - Proposed by Cllr Rosenthal, 2nded by Cllr Greaves, agreed by all. * Name of 2 roads on Land off Sutton Lane. There have been suggestions from Mr. Warmington of Warmington Fields and Gilkes Avenue. The Proposal is to suggest 5 names of Warmington, Gilkes, Wykeham, Bradley and Morgan be put forward and Mr Warmington be invited to the next Parish Council meeting on the 16th Jan to discuss. Proposed by Cllr Greaves, 2nded by Cllr Rosenthal. * Street lights – Cllr Lloyd has been asked by a member of the public to   look into more street lights. The clerk was asked to look into when this was last visited and the outcome.   * On 16/12/15 footpath SS66 had apparently been blocked. Richard Barnard from footpaths at SDC stated that this was a re-routing to accord with the map. On another footpath Cllr Ashall volunteered to look at the un-authorised road off Castle Hill Lane. * Feldon Golf Club invited the Cllrs to come and view early plans for a hotel on site. Cllr Greaves was the only attendee. He observed that the proposal is in the ANOB and would have to fit in as such, however according to the NDP there is a lack of social events, tourism, employment and business in the area, all of which this hotel would address. | Clerk to invite  Clerk |
| 1. County and District Reports   Unfortunately neither Cllr was present so there is no report |  |
| 1. Maintenance.  * Sign for New Park Cottages is knocked down. When it is put up can it not obscure the view to the motorist * Gate from Playing Fields to shops is not fixed. * Fountain – signs collapsed, and light out at Fountain * Light at end of Sutton Lane, nearly covered with foliage from trees | Clerk to report  Clerk to look into the tree being cut back. |
| 1. Correspondence   Howard Taylor wrote to the clerk and NDP asking that his site be considered in the ‘call for sites’ as part of the NDP. It is known as Betty’s Field. |  |
| 1. Members of the Public   Paul Clark requested that members of the public be allowed to speak at planning meetings. This was proposed by Cllr de Maillet, 2nded by Cllr Lloyd agreed by all except the chairman, who objected.  John Pearce spoke about a Local Flood Risk Management document that has a questionnaire in it – Did the PC want this put on the website so that other people can fill it in? The Chairman refrred the matter to the flood committee, Cllr Rosenthal suggested an addition in the Feldon, Ken Taylor thought the questionnaire was aimed at householders as they were flooded. |  |
| 1. Planning   15/04445/REM – Land adjacent to Atten’s Byre, Upper Brailes - Reserved matters application for appearance, landscaping, layout and scale for application (13/03160/OUT) for the erection of 7 houses and associated garages. Decision needed and submitted by 21st Jan 2016. – It was agreed to make a decision at the planning meeting.  15\04091/TREE - Carters Cottage 1 Home Farm Court Cow Lane Lower Brailes Banbury OX15 5HF – No Objection was agreed and submitted  15/03960/AGNOT – Winderton Farm, Winderton, Banbury, OX15 5JF – lean to (rigid portal frame) extension to existing barn – No Objection was agreed and submitted  14/03040/OUT – Land off Orchard Close, Lower Brailes - Erection of up to 25 dwellings, associated garages, public open space, vehicular access off Orchard Close and pedestrian/cycle and emergency access off School Lane. The Parish Council met and agreed to object to this planning application. Comments were submitted by 9th Nov. The Parish Council agreed to object for reasons as per previous applications – this was submitted  15/03999/FUL –Land off Tommy’s Turn, Lower Brailes - Full application for the demolition of existing stables and the erection of one new dwelling – The Parish Council agreed to object, this was submitted  15/04122/FUL – St Margaret’s Cottage, Friars Lane, Lower Brailes – Side and rear extensions – The Parish Council agreed to support – this was submitted.  **It was agreed to hold a planning meeting on Sat 16th Jan at 9.30am in the Pavilion.** | Clerk to Book |
| 1. Finance   Receipts –  Payments – payments by BACS were approved at the last meeting and have been paid to:  C Righton Mowing the burial ground £1356  Royal British Legion Donation for Wreaths £200  Amanda Wasdell Salary £587.60  Payments requiring authorization:  Amanda Wasdell Salary £587.60  J2B Print NP printing £25.00  Proposed by Cllr Rosenthal, 2nded by Cllr Greaves, agreed by all to make these payments |  |
| Date of next meeting –Jan4th in the Pavillion |  |
| Items for next meeting – Asset List, Flooding |  |

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| **Description** | **Sum required** | **Justification** | **in or out** | Further Notes/Questions | PC Funding | | | Grant |
| Consultant Fee | £140 | Stephen Miles - Conduct initial review of Brailes NP - 4 hours | In | Parish Council | £140 |  |  |  |
| Consultant Fee | £210 | Stephen Miles - Conduct review of Brailes NP working document and provide guidance - 5 hours | In | Parish Council | £210 |  |  |  |
| Youth prize | £200 | Prize to encourage youth to contribute their thoughts to the neighbourhood plan | In | Locality |  | £200 |  |  |
| Village consultation meetings | £100 | Conduct village consultation meeting on 16th and 18th Jan 2016 in the village hall | In | Locality |  | £100 |  |  |
| Consultant Fee | £175 | Stephen Miles - Review feedback from village consultation meeting and make recommendations on incorporating/adjusting Brailes NP to accommodate - 5 hours | In | Locality |  | £175 |  |  |
| Landscape assessment | £1,215 | Ensure the neighbourhood plan takes into account the fact Brailes is in an AONB and that any development is sympatric to the landscape | In | Locality |  | £1,215 |  |  |
| Bio-diversity study | £100 | Establish levels of bio-diversity and impact on neighbourhood plan | In | Locality |  | £100 |  |  |
| Consultant Fee | £560 | Stephen Miles - Review first draft of Brailes NP and ensure it meets requirements of stakeholders - 16 hours | In | Locality |  | £560 |  |  |
| Design Brailes NP | £200 | Professional fee for designing and laying out Brailes NP according to stakeholder requirements | In | Locality |  | £200 |  |  |
| Produce neighbourhood plan 1st draft | £880 | To design and print 550 copies of an A4 estimated 52page brochure. Purchase of 550 envelopes and stickers to enable 1st draft to be distributed | In | Locality - May struggle to justify this |  | £880 |  |  |
| Response forms to 1st draft | £120 | To produce and distribute 1000 response forms to enable village residents to provide feedback on 1st draft | In | Locality |  | £120 |  |  |
| Village consultation meetings | £100 | Conduct village consultation meeting in early May 2016 in the village hall | In | Locality |  | £100 |  |  |
| Consultant Fee | £280 | Stephen Miles - review responses/feedback from first draft and village consultation meeting, and incorporate into Brailes NP - 8 hours | In | Locality |  | £280 |  |  |
| Contingency | £1,500 | To ensure we have a reserve to provide evidence base for Brailes NP. We must ensure all objectives and policy statements are evidence based. | In | Parish Council | £1,500 |  |  |  |
| Produce neighbourhood plan referendum copy | £880 | Incorporate feedback from 1st draft and produce hard copies of neighbourhood plan for each household | In | Locality |  | £880 |  |  |
| Produce final copy of Brailes and Winder ton neighbourhood plan | £880 | Print final copies of Brailes & Winderton NDP | In | Locality/SDC? |  | £880 |  |  |
| Neighbourhood plan quality check | £2,250 | Ensure the neighbourhood plan meets the quality standards before submission to SDC | In | Locality |  | £2,250 |  |  |
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| Budget total | £9,790 |  |  |  | 1850 | 7940 |  |  |