

The Minutes of the  
Over Norton Parish Meeting  
held on 29<sup>th</sup> July 2021

A meeting of the Over Norton Parish Council was held at the Over Norton Village Hall on Thursday 29<sup>th</sup> July 2021 at 7.30 pm.

The following persons were present: -

Cllr G Pashley, Chairman  
Cllr M Harrison  
Cllr S Llewellyn

Cllr G Saul, OCC arrived at 7.55pm approx.

Miss K Linnington, Parish Clerk

1 member of the public was present.

- 1 The minutes of the meeting held on 18th May 2021 – were approved and signed at the meeting by the Chairman.
- 2 Public Participation – there were no public participation.
- 3 Apologies for absence – apologies for absence were received by Cllr J Westerman.
- 4 Declarations of interest – there were none to report.
- 5 Matters arising from the minutes  
Bollard installation on Choicehill Road  
The Clerk reported that she had been told by Paul Wilson at OCC that the works would start end of June. Cllr G Saul to find out why this had not been started.  
Solar Speed Signs  
Cllr G Saul, OCC reported that there would be some money for Parish and Town Council to be shared out for solar speed signs. The Parish Council would like a quotation to be carried out for the installation with a view of purchasing themselves after the play area refurbishment was carried out and next years budget had been set with this in mind for the future.
- 6 Clerks report - See attached.  
Street names – Land west of Quarhill Close  
The Clerk had received an email from WODC for the allocation of 2 street names. It was decided to involve the community by putting a post on Facebook asking for suggestions of names with a description why they had been suggested to be emailed to the Clerk. The names need to be sent by the 17<sup>th</sup> of August.  
Grit bins  
The Clerk had received correspondence on Grit bins. Each Councillor was asked to check a grit bin in the village and report back on the levels.  
Litter/dog bins  
A map was sent to the Clerk to be updated and sent back to WODC for bin replacements.
- 7 Planning  
21/02271/HHD

7 Quarhill Close, Over Norton.

Demolition of existing single detached garage, erection of two storey side extension and single storey rear extension with 2 storey dormers.

**No objection**

21/02353/S73

Land North West of unit 12 Elmsfield Ind Estate, Chipping Norton.

Variation of condition 2 of planning permission 19/00901/FUL to allow changes to design of approved units (part retrospective)

**No objection**

**To Note**

**Enforcement Appeal**

**Land North West of 66 Over Norton Road**

The Enforcement Notice – Material Change Of Use and Operational Development was issued for the following reasons: It appears to the Council that the above breach of planning control has occurred within the last four years. The siting of four caravans together with the engineering operations and construction of an access track and hard standing on a highly visible and elevated sensitive rural site located between the town of Chipping Norton and the village of Over Norton results in a harmful visual coalescence between the two settlements which appears extremely unsympathetic and incongruous within the rural landscape, contrary to policy OS2 of the West Oxfordshire Local Plan 2031. The Cotswolds Area of Outstanding Natural Beauty has the highest status of protection in relation to landscape and scenic beauty and the NPPF states that great weight must be afforded to achieving conservation and enhancement. Against this context, both the unauthorised material change of use and the unauthorised operational development are considered to cause landscape and visual harm contrary to policy EH1 of the West Oxfordshire Local Plan 2031 and Paragraphs 170 and 172 of the NPPF. The West Oxfordshire Local Plan policy test for development affecting the setting of any Conservation Area is that the development conserves or enhances the setting of the Conservation Area and is not detrimental to views within, into or out of the area. By reason of the elevated siting of the caravans on the land and the visual impact of the engineering works and track construction, the unauthorised material change of use and the unauthorised operational development are considered to adversely urbanise the rural character and appearance of an important open space between the town of Chipping Norton and the village of Over Norton which results in an unacceptable harmful erosion to the setting of the Over Norton Conservation Area. There are not considered to be sufficient public benefits which outweigh the harm and as such both the siting of the caravans and the associated operational development are considered contrary to policies EH9 and EH10 of the adopted West Oxfordshire Local Plan 2031 and paragraphs 193,194 and 196 of the NPPF.

8 Play area refurbishment

The Clerk reported that they had been successful in being awarded a lottery grant of £10,000.00 to go towards the play area refurbishment. It was decided to set a budget of £25,000.00 in total. The Clerk would get in contact with Proludic who had already completed a site visit to draw up some designs. It was decided to get a second quotation from a separate play area specialist. The Chairman stated that he would get some quotes for taking the old equipment away.

9 Finance

The following payments were authorised: -

<b>Description</b>	<b>Cheque number</b>	<b>Amount</b>
OALC Subs	101245	£ 146.16
Clerks' salary	101246	£ 173.47
Clerks' salary tax	101247	£ 43.20
Zoom Subs	101248	£ 14.39

Microsoft office subs	101249	£ 22.56
Microsoft office subs	101250	£ 11.28
Internal Audit	101251	£ 318.00
Norton Anti-virus subs	101252	£ 34.99
T. Fox contractor	101253	£ 677.36
Clerks' salary	101255	£ 173.47
Clerks' salary tax	101256	£ 43.20
T. Fox contractor	101257	£ 883.49
Clerks' salary	101258	£ 173.47

~~The Council approved the cashbook and bank reconciliation from April—July 2021~~

Bank Account – online banking

The Council discussed again the possible changing of bank accounts from Barclays to Unit Trust Bank to make it more accessible for internet banking and to make the annual audit process a lot easier for the Clerk.

There had been a delay by the Chairman who needed more information on how the account worked and how safe it was to bank online.

**Resolved**

To change from Barclays to Unity Trust Bank who specialise in Council banking as soon as possible and to keep the two original signatories on the new account being Cllr G Pashley and Cllr S Llewellyn.

10 To receive reports and suggestions for future agenda items.

Cllr M Harrison reported that some trees were hanging over the park walls. The trees are on private land but overhang onto a public footpath/right of way. Cllr M Harrison was advised to report this on Oxfordshire County Council's 'Fix My Street' website so that it can be dealt with by the correct authority.

Cllr G Pashley reported that he would ask Thomas Fox, contractor to cut the hedge back in the Village Hall car park.

Cllr G Pashley reported that the notice board was broken and that the Clerk had received reports on this from a member of public. The Clerk stated that she would get quotations for a new notice board to be installed.

11 Date of Next Meeting

The date of the next meeting was to be arranged for August 2021 in the Village Hall, Over Norton at 7.30 pm.

The meeting closed at 8.30 pm.

**Signed (and each page initialled) by the Chairman –**

.....