

CAVERSFIELD PARISH COUNCIL

To Members of the Council: you are summoned to attend a Meeting of Caversfield Parish Council on **Tuesday 3 August 2021** at Launton Parish Hall, Bicester Road, Launton

Members of the Public: you are invited to attend.

AGENDA

1. **Apologies for absence** – to receive apologies
2. **Requests for Dispensations, Declarations of interest, gifts and hospitality** – to receive any requests for Dispensations, Declarations of Interest from Councillors relating to items on the Agenda, in accordance with the Council's code of conduct
3. **Public participation** – to receive questions from members of the public relating to items on the Agenda, in accordance with the Council's code of conduct and standing orders
4. **To welcome RAF Croughton Commander and Liaison Officer** – to receive an update on MoD issues
5. **Reports from District and County Councillors** – for information only
6. **Reports from the Village Management Companies** – for information only
7. **To receive and approve the Minutes of the Parish Council Meeting held on 5 May**
8. **Update on progress from the previous Minutes** – the Clerk / Chairman will report on progress of outstanding items which do not require further decision
9. **Governance**
 - a. **Vice Chairman** – to consider election of a Vice Chairman
 - b. **Councillor Co-option** – to consider any applications received for replacement of Terry Williams
 - c. **Councillor Resignation** – to note the resignation of Eleanor Booth-Davey
 - d. **Insurance** – to consider and agree the Insurance policy renewal
 - e. **Policy Review** – to consider the following policies
 - i. Complaints Procedure and Form
 - ii. Equality and Diversity Policy
 - iii. Internal Audit Terms of Reference
 - iv. Planning protocol on pre-application meetings
 - v. Councillor vacancy procedure and casual vacancy form
 - f. **Oxfordshire Playing Fields Association Membership** – to consider joining the OPFA
10. **Finance**
 - a. **Financial Report** – to receive the report
 - b. **Internal Audit Review of Effectiveness** – to review the effectiveness of the internal audit
 - c. **Internal Auditor** – to appoint the Parish Internal Auditor for the year 2021/22
 - d. **Invoices for Payment** – to consider invoices for payment itemised on the payment schedule
11. **Planning**
 - a. **Planning Applications** – to consider all recent Applications received from Cherwell District Council detailed below and any other Planning Applications submitted between the circulation of this Agenda and the meeting

- i. **21/01630/OUT** at Land at North West Bicester, Home Farm, Lower Farm and SGR2, Caversfield for "Outline planning application for residential development (within Use Class C3), open space provision, access, drainage and all associated works and operations including but not limited to demolition, earthworks, and engineering operations, with the details of appearance, landscaping, layout and scale reserved for later determination" URL:
<https://planningregister.cherwell.gov.uk/Planning/Display/21/01630/OUT>
 - ii. **R3.0094/21 for Oxfordshire County Council** at Land at existing roundabout junction of the B4100 Banbury Road and the A4095 Southwold Lane and the agricultural/open space adjacent to it, Bicester, Oxfordshire for "The redevelopment of the existing Banbury Road roundabout at the junction of the B4100 and the A4095. The revised junction will comprise a signalised four arm crossroad junction with three and two lane entries and improved cycle and pedestrian facilities" URL:
<https://myeplanning2.oxfordshire.gov.uk/Planning/Display/R3.0094/21?cuuid=4BA0C0F0-24EB-4924-A038-D6C483DEFA0A>
- b. Planning Applications received between meetings – to note**
- i. **21/01736/F** at 1 Springfield Road, OX27 8TT for "Erection of a clear glass veranda to the rear of dwelling, open at the front and one side, abutting the conservatory"
 - ii. **21/01806/F** at 20 Fairhaven Road, OX27 8TX for "Garage conversion"
 - iii. **21/01886/F** at The Bothy, Brashfield House, Buckingham Road, OX27 8RE for "Single storey extension, oak framed pergola with decking and new glazed doors at first floor level, oak framed car port and timber clad outbuilding"
 - iv. **21/01227/F** at Bicester Eco Town Exemplar Site, Banbury Road, Bicester for "A full planning application for 57 dwellings and associated infrastructure" (increase in houses from 54 to 57 – permission already granted for the 54).
- c. Notices of Decision – to note any notices of decision received**
- i. **21/00654/F** at 13 Old School Close, OX27 8TW for "Extension and enclosing front entrance porch to dwelling" – permitted 6 May
 - ii. **21/00837/F** at Cornucopia, 1 Horne Close, OX27 8FE for "Two storey side extension including conversion of conservatory to sun room" – permitted 17 May
 - iii. **21/01135/F** at 4 Woodcote Road, OX27 8TZ for "Two storey side extension and single storey rear extensions" – permitted 10 June
 - iv. **21/01346/F** at 1 Montgomery Road, OX27 8FG for "Two storey side extension and single storey rear extension." – refused 8 June
 - v. **21/01399/F** at 8 Rau Court, OX27 8FF for "Retrospective - Erection of a child's climbing frame" – permitted 6 July
 - vi. **21/01662/TCA** at Bloomfield House Trenchard Lane, OX27 8AE for "T1 x Walnut - Crown reduce by 2.5m and re-balance crown to form a balanced tree." – permitted 21 June
- d. To note response to 21/01224/OUT** - Land at former RAF Bicester, OX26 5HA Outline planning application for Automotive Experience Quarter comprising Commercial, Business and Services uses (Class E), Light Industrial (Class B2), Local Community and Learning Uses (Class F) and vehicle circuits (Sui Generis) with all matters reserved aside from that of access). Submitted 17 June
- e. CDC Statement of Community Involvement – to consider the consultation**
- f. Developer approach**

To note the Vistry Group approach regarding land at Dymock's Farm and to consider appropriate action

12. **Oxfordshire Strategic Rail Freight Interchange** – to note the proposal
13. **Consultations**
 - a. **Parliamentary Boundary Commission** – to respond to the Boundary Commission's consultation (closes 2 August) (<https://www.bcereviews.org.uk/>)
14. **Training**
 - a. **OALC** – to consider any further training offered by OALC
 - b. **SLCC** – to consider making a contribution towards the Clerk's attendance at the SLCC Annual conference
15. **Community First Oxfordshire** – to consider inviting the CFO Community Development worker to a future meeting
16. **Parish Matters** – to consider any parish matters
 - a. **Traffic Calming** – to receive a report
 - b. **Spring Clean** – to receive a report
17. **Reports from Meetings** – to receive reports from any meetings attended
 - a. **CDC Parish Liaison Meeting** – 16 June
 - b. **OALC AGM** – 5 July
 - c. **PTR Meeting** – 6 July
18. **Attendance at Meetings** – to consider attendance
19. **Correspondence** – to note correspondence received not otherwise on the agenda where decisions are not required
20. **Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk by Wednesday 1 September 2021
21. **Date of next meeting:** to confirm the date of the next meeting as Wednesday 15 September 2021 (third Wednesday of alternate month).

Jane Olds

Dated: 27 July 2021

Jane Olds, Clerk to the Council

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