

**676 WROXTON & BALSCOTE PARISH COUNCIL**  
**DRAFT MINUTES OF THE PARISH COUNCIL MEETING**  
**DUE TO COVID 19 RESTRICTIONS THE MEETING WAS HELD REMOTELY VIA ZOOM ON**  
**6th July 2020 at 7:30PM**

**Present:**

Cllr Harvey Marcovitch – Chairman                      Clerk Kate Brown  
Cllr Geraldine Collinge  
Cllr Duncan Collins  
Cllr Miranda Ker    Cllr George Reynolds  
Cllr Bob Jesson    Cllr Doug Webb  
Cllr Michael Robarts                                      Members of the public  
Cllr Mike Whelan

**52/20 Welcome & Apologies**

Cllr. Marcovitch welcomed the Councillors and members of the public to the meeting. All Parish Council members were present at the meeting. No apologies for absence noted.

**53/20 Declaration of Interest**

No declarations of interest

**54/20 Minutes of Meeting on 2 March 2020**

The minutes of the Annual Meeting of the Parish Council and the Parish Council Meeting held on 26th May 2020 were discussed, approved and signed.

**55/20 Matters Arising**

Stonepits - The Chairman stated that it is no longer necessary for this to be dealt with in a confidential session. Cllr Robarts advised that following the audit carried out by Cherwell District Council, he has received a letter confirming that CDC had no claim on ownership. The Parish Council had applied to register title with the Land Registry but failed as a result of mistakenly claiming on the basis of adverse possession as opposed to kissing or non-existent title deeds. Cllr Robarts has now discovered further documentation, including a transcript of the original 1805 document which identifies the location of the Stonepits and links them to a map. The Parish Council now needs to appoint a legal representative to act on their behalf in this matter. Spratt Endicott and Aplins had been asked to provide quotations as they have both had previous dealings in this case. Due to the recent pandemic, Aplins have advised they are unable to accept instruction from the Parish Council, due to staff being furloughed. Spratt Endicott have agreed to represent the Parish Council, quoting fees in the region of £2000. If successful, the Parish Council will be able to sell the land to Apollo Developments. The Parish Council agreed to add Stonepit 6 to the application and to appoint Spratt Endicott as their legal representative. **The Clerk will send a letter of instruction to Spratt Endicott.**

**56/20 Public Forum**

No issues were raised by the members of the public in attendance.

**57/20 Finance**

**Bank Reconciliation**

The bank reconciliation was discussed and agreed

**Progress on new cheque book.** Cllr Robarts is still trying to obtain a cheque book from HSBC  
**Cllr Robarts will continue to pursue the matter.**

**58/20 Council Business****Airwave Solutions - Rent Review/Fisher German**

The Parish Council have appointed Fisher German to assist them in negotiating the August 2020 rent review with Airwave Solutions.

**Arqiva Review - Update**

The rent increase of £975 due on 25 March 2020 has now been paid by Arqiva.

**59/20 Decisions**

**Invoices for Balscote Village Hall** The Clerk was provided with 2 invoices in respect of the maintenance of Balscote Village Hall, totalling £1496.00. The Parish Council have agreed to reimburse Balscote Village Hall for the total amount.

**Maintenance of land at Balscote Village Hall & Quote for tree maintenance at Balscote**

3 quotes have been obtained to carry out maintenance work to trees in Balscote and maintenance of hedges on Parish Council land adjacent to Balscote Village Hall. Three quotes were obtained: Nicholsons Nurseries £1848.00, Cotefield Nurseries £1191.00 and A.G.U Treecraft £1026.00, After discussing some variations in the details of the quotations, the Council agreed to instruct Cotefield Nurseries to carry out the work

**Review Cemetery Regulations/ Headstones**

There was a recent issue with a funeral director who commissioned a headstone without prior approval from the Clerk (Cemetery Committee). The Cemetery committee have viewed the headstone and agreed that the colour of the stone will be suitable once it has been toned down. In light of this they have also amended the regulations to specify the colour of headstones they will allow in the Cemetery. The Clerk confirmed with the committee that the use of black stone is permitted. The amended regulations need to be signed and circulated to local Funeral Directors. **The Chairman will sign the amended regulations and the Clerk will circulate these to local funeral Directors.**

**Letter to Balscote Village Pub**

Cllr Jesson suggested that a letter be sent to the publicans at The Butchers Arms on behalf of the Parish Council thanking them for their contribution during the Covid 19 pandemic. It was agreed that there have been many residents in both villages who have gone above and beyond what might have been expected to help vulnerable residents of both villages. It was agreed, rather than singling out any individual, the Parish Council would issue a statement thanking all involved in volunteering to help during the pandemic. **Cllr Marcovitch will provide a suitable statement.**

**60/20 Updates****Traffic Signs**

Neither of the speed signs installed last year are currently working. Following many conversations with the manufacturers they agreed to send a courier to pick up the signs and repair them. The courier eventually collected the signs and the Council was advised that they are working perfectly even though they clearly did not work correctly when installed in the village. Cllr Robarts asked that someone from S G Manufacturing carry out the reinstallation of the signs to check they are functioning correctly. Despite many attempts, the Parish Council have received little cooperation from S G Manufacturing. The Parish Council agreed that they should explore the possibility of taking legal proceedings against the suppliers. Cllr Robarts will contact Came & Co to ascertain whether the Parish Council's Insurance policy will cover the costs of legal proceeding. **Cllr Robarts to contact Came & Co**

**Cemetery - Consecration of Ground progress report**

Cllr Robarts has provided the Diocese with the necessary information to have the lower part of the cemetery consecrated. Due to the Covid pandemic there has been a delay in the process and as yet he has not had a reply.

**Cemetery Sign**

Nothing further to report.

**Registration of Defibrillators**

Cllr Collins has completed and sent the necessary documentation to register the defibrillator.

**Request for Balscote Bus Service**

Cllr Jesson has contacted Johnsons and the County Council regarding a bus service through Balscote. Unfortunately he was informed that a service through Balscote is not viable.

**Wroxton Drains/Gutters**

The top drains in Wroxton Main Street have been cleared. There is an issue with gravel from residents' driveways going into the drains and contributing to them getting blocked. Cllr Ker will provide more information to the Clerk on this issue. The Clerk will also speak to Paul Wilson at OCC regarding this.

**Cllr Ker to provide the Clerk with information and the Clerk will pursue the matter with OCC**

**Fix My Street Super User**

Nothing further to report

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**Litter Bins - Balscote**

Cherwell District Council have confirmed that they will empty the new litter bin when it is placed at Balscote Village Hall. The Clerk has ordered 2 new bins for Balscote. The Clerk is waiting for the payment request to come through from Glasdon. The Parish Council confirmed that she can use the debit card to pay for them if needed.

**Clerk to pay invoice for litter bins**

**Bottle Banks**

The Clerk logged a request to empty the bottle banks on the A422 Stratford Road. This has been completed and also the rubbish that had been left around the area has been removed.

**Grass Cutting in Wroxton**

Nigel Prickett has advised that he was unable to cut the grass in certain areas of Wroxton due to the volume of cars being parked everywhere. Parking has become an issue in lockdown due to the high number of visitors to Wroxton Abbey. The issue has been reported as the parking is so bad that the emergency services might have difficulty accessing residences if required. Cllr Marcovitch has been investigating the possibility of getting some signs erected to deter poor parking. Finmere Parish Council have erected some signs of a similar nature.

**The Clerk will contact the Finmere Parish Clerk for further information**

**Temporary Road Closure**

The Clerk has requested some traffic calming measures to assist in a temporary road closure in September. The notice will be circulated to residents nearer to the date. **The clerk will follow up the traffic calming measures with OCC.**

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**61/20 Planning**

**a. New Applications:-**

**New Applications:-**

**20/00238/ENF The Nook, Stratford Road A422, Drayton, Banbury, OX15 6EFT**

Property appears to be being lived in and work has commenced on building \_\_\_\_

**Concerns reported to CDC**

**20/00241/ENF The Old Police House Stratford Road Wroxton OX15 6QR**

A resident has suggested that this is not being built as per approved plans - 18/02130/F \_\_\_\_

**Concerns reported to CDC \_\_\_\_**

**20/01330/F Poplars Cottage, Mills Lane, Wroxton, OX15 6PY**

\_\_\_\_New first floor bedroom window to south elevation

**Supported by PC**

**Existing Applications:-**

**20/00878/F Mr J Dyer Ashfield House Alkerton Road Balscote**

Detached Dwelling

**Refused By CDC**

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**20/00312/F Mrs T Dearsley, The Paddock Manor Farm Lane Balscote**

Proposed front & rear extensions, loft conversion with dormer windows and pitched roof

To existing garage

**Supported by PC**

**62/20 AOB**

The railings around the pond are going rusty. The suppliers have been contacted and Cllr Ker will contact the Clerk regarding their response.

Plot A44 has been purchased at the Cemetery, Cllr Robarts will amend the Cemetery plan on the noticeboard.

Wroxton Sports Club applied for and received a grant from The Retail, Hospitality and Leisure Grant fund, as did both village halls.

The weeds in Wroxton needs respraying, Cllr Ker will contact Thomas Fox and ask them to carry out an extra spray in Wroxton.

**63/20 Confidential Matters** Certain commercially sensitive matters were referred for discussion at a closed session.

**64/20 Date of next meeting**

The next Parish Council Meeting will be on Monday 7th September 2020 at 7.30 pm. If Covid 19 restrictions are still in place the meeting will be held remotely, via Zoom. Alternatively, if permitted, the meeting will take place at Wroxton Village Hall. Further information will be detailed on the next agenda.

Signed:  
Cllr Harvey Marcovitch  
Chairman