

**WROXTON & BALSCOTE PARISH COUNCIL  
MINUTES OF THE ANNUAL PARISH MEETING AT  
BALSCOTE VILLAGE HALL ON  
15 MAY 2023 AT 7PM**

**Present:**

Cllr Harvey Marcovitch – Chairman  
Cllr Sarah Colbert  
Cllr Dominic Walshe  
Cllr Duncan Collins  
Cllr Miranda Ker  
Cllr Michael Roberts  
Cllr. Fergus Garwood

Clerk Kate Brown

Members of the Public

**23/23 Welcome & Apologies**

Cllr. Marcovitch welcomed the Councillors and members of the public to the meeting. No apologies for absence were noted.

**24/23 Chairman's Report**

Cllr. Marcovitch has circulated his annual report detailing the Council's activity over the past 12 months. The report was accepted by the Council. It will be published on the notice boards and village website following the meeting.

**25/23 Election of Chairman**

Cllr Collins asked for nominations for the appointment of Chairman. The Members unanimously agreed that Cllr. Marcovitch should remain as Chairman.

**26/23 Election of Vice Chairman**

Cllr. Marcovitch asked for nominations for the appointment of Vice Chairman. The members unanimously agreed that Cllr Duncan Collins should remain as Vice Chairman.

**27/23 Signing of Acceptance of Office**

Cllr. Marcovitch & Cllr Collins accepted the office of Chairman and Vice Chairman, respectively. All paperwork was duly signed and passed to the Clerk

**28/23 Matters arising from 2022 minutes, signed July 2022**

No matters arising

**29/23 Election of Responsible Finance Office**

Cllr Marcovitch proposed Cllr. Michael Roberts as Responsible Finance Officer, this was unanimously agreed.

**30/23 Presentation of the 2022/23 Accounts**

Cllr Roberts presented the 2022/23 accounts, referring to the financial summary he provided to members of the Public and Councillors. He confirmed that the Parish finances are in good shape. The Parish Council discharged all its responsibilities for the year and the accounts will be available for inspection from 5 June to 19 July 2023. Mark Harris has audited the accounts and the Parish Council thanked him for carrying out this work.

### 31/23 Annual Resolutions

Annual Resolutions were adopted on 15 May 2023, as follows:-

- a) That the Annual Governance Statement and Annual Return for 2022/23 (Sections 1 and 2 of the AGAR 3 form) be approved and signed.
- c) That the bank reconciliation statement as at 31 March 2023 (part of the supporting accounts pack) be approved and signed.
- d) That the AGAR 3 form for 2022/23 and the supporting accounts pack be submitted for external audit by Moore Stephens LLP.
- e) That the period for the exercise of public rights to inspect the unaudited accounts be set as running from Monday Monday 5 June 2023 until Friday 19 July 2023 and that the notice advising of this be published on the Wroxton website and all village notice boards, together with Sections 1 and 2 of the AGAR 3 form and the Annual Governance Statement on 19 May 2023

### 32/23 Public Comments/Questions

Robert Jesson raised the issue of the road conditions and potholes in Balscote. Cllr Walshe confirmed that he continues to log the potholes and road conditions with OCC and their action is awaited. It appears to be a countywide issue and there is a long delay in repairing potholes and highways issues.

Chris Jarvis raised the issue of recent planning applications, such as the Vistry Development between Drayton & Hanwell and the proposed Solar Farm at Hanwell. Cllr Marcovitch confirmed that the Parish Council were not consultees on these applications but would comment, if they were invited to. It is thought the Solar Farm will be visible from certain parts of Wroxton. The Clerk will speak to the KHVR Action Group regarding the Solar Farm application.

**There being no other business to discuss the meeting was brought to a close by the Chairman.**

**WROXTON & BALSCOTE PARISH COUNCIL  
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING AT  
BALSCOTE VILLAGE HALL ON  
15 MAY 2023 AT 7:30PM**

**Present:**

**Cllr Harvey Marcovitch  
Cllr Duncan Collins  
Cllr Michael Robarts  
Cllr Sarah Colbert  
Cllr Fergus Garwood  
Cllr Miranda Ker  
Cllr Dominic Walshe**

**Clerk Kate Brown**

**Members of the Public**

**33/23 Welcome & Apologies**

Cllr Marcovitch welcomed Councillors and members of the public to the meeting. No apologies for absence were recorded.

**34/23 Declaration of Interest**

None

**35/23 Minutes of Meeting on 6 March 2023**

Minutes of the Parish Council meeting held on 6 March 2023 were agreed.

**36/23 Matters Arising**

None. All action points completed since the last meeting.

**37/23 Public Forum**

No comments from members of the public present.

**38/23 Finance**

**Bank Reconciliation**

The Bank Reconciliation was agreed.

**Allocation ( Diamond Jubilee Trees)**

The Parish Council had made an allocation in 2022/23 for the planting of Jubilee trees, in the sum of £2500.00. The trees have now been planted; the cost was a lot less than expected at around £900.00. **Spending on this allocation was approved.**

**39/23 Council Business Decision & Discussions**

**a) Decisions:-**

**Resolutions to approve items spent in allocation.**

The Council had purchased two speed signs to be used as repeater signs on the A422. Earlier this year these signs were placed instead in Balscote for about 6 weeks to determine whether or not there was a speeding problem in the village. This uncovered some surprising results, showing some vehicles travelling well beyond the 30 mph limit. After discussion with affected villagers, it was decided that the signs should remain in Balscote. If the previous decision to have repeater signs on the A422 is to be fulfilled, two further signs are needed. The manufacturer has agreed to supply them at the same price as the previous signs. **Spending the allocation of £6000.00 was approved so that the signs can be ordered,**

**It was also agreed to fund the cost of materials for and placing of the bench, kindly made by Andrew Shenton, which will be less than the £1000 allocated under this heading.**

**To seek agreement for the allocation of £1000.00 to each of the Village Hall Committees** The allocation was agreed **The Clerk will contact representatives of each village Hall to advise them of this.**

**b) Discussion:**

**Update on Moving 30 mph Speed sign on A422**

After the last accident on the A422, it was suggested that the 30mph sign at the Stratford entrance to the village be moved back to slow vehicles down earlier when entering the village. Cllr. Marcovitch wrote to OCC regarding the accident and requesting speed calming measures be implemented. To date he has not received a reply.

**Cllr Marcovitch will chase OCC for a reply**

**Update on Speed Sign socket in Church Street**

Cllr Robarts has been in contact with Dave Catlin at OCC regarding installing a socket for a speed camera in Church Street. Unfortunately, a socket cannot be installed as it would result in the sign being too close to residential properties. **No further action will be taken.**

**Update on Legal Matters re Speed Signs**

The Court has granted permission for the Parish Council to put a charge on SG Manufacturing's property to assist it in reclaiming the monies owed as ordered by the Court, if an attempt is made to sell the company's property.

However, the Court has not registered this charge with the Land Registry. **Cllr Robarts will continue to monitor and press our legal representatives to pursue this matter.**

**Telecoms Pole by Wroxton Pond**

Five telegraph poles have been erected in Wroxton to support a fibre cable network. One was insensitively sited by the pond. Unfortunately these works were not subject to planning approval so the PC were not consultees, although the Chairman did make representations to Cllr Webb (CDC) regarding residents' concerns. The Parish Council were pleased to learn that the telegraph pole has now been removed and that a pre-application for a monopole on the A422 has been refused.

**Potholes and Conditions of Roads in Balscote**

As discussed in our earlier meeting, the poor condition of the roads are a Countywide issue. **Cllr Walshe continues to log the issues with OCC.**

**Ragwort at Sports Field**

Cllr Ker reported that ragwort is growing on one corner of the Wroxton Sports Field and was concerned about its spreading. Chris Jarvis of Wroxton Sports Club confirmed that he was aware of the issue and has dealt with it. **Cllr Ker will continue to monitor the situation.**

**Weed Spraying.**

At the July 2022 meeting of the Council it was agreed to make weed spraying an agenda item for March 2023 so that arrangements could be made for timely work to be done this year. Unfortunately the Council failed to include this as an agenda item at that meeting so no actions resulted.

**Cllr Collins agreed to contact Thomas Fox to try to obtain a suitable date.**

### Leaf clearing

As agreed in March, Faye Eldridge has provided a quote for the removal of leaves in Wroxton. It is intended that they be removed when they are dry to make the task easier. This may have to be repeated more than once until all the leaves have been cleared. Her quote was for 6 x 4 hours @ £35 per hour including disposal. The total is £840.00 (rising to a max of £1050.00 if 5 hours sessions are required). Thomas Fox invoiced £1296.00 for the last leaf removal and their current charges are £252 + vat per 1/2 day. While councillors had expressed concern about how Thos Fox had undertaken this work last year, it was agreed that they should be given the opportunity to quote for the dry leaf removal. **The Clerk will contact Thomas Fox to request a quote and commencement of weed spraying. She has also contacted Fourth Corner regarding a quote.**

### 40/23 Clerk Update

#### **Dog Bin emptying increase, Balscote Sanctuary Land, Village Clean Up, Temporary Road Closure**

CDC's fees for dog bin emptying have been increased from £1.70 + vat per bin to £1.80 per bin from 1 April 2023. A new dog bin has been installed in Wroxton and is in use and being emptied by CDC.

The Sanctuary Land at Balscote has still not been tidied up, the Clerk will email again regarding this.

Cllr Colbert continues to collect litter in Wroxton and Bob Jesson with his volunteers are continuing their activity in Balscote.

There will be a temporary road closure on part of Quarry Road on 3 July 2023, for 5 days. **The Clerk will forward the notice so it can be displayed on notice boards and the website.**

### 41/23 Planning

Further information regarding the applications listed below is available online at:

<https://planningregister.cherwell.gov.uk>

#### New Applications:-

- |   |   |                           |
|---|---|---------------------------|
| <b>23/01282/TCA</b>                     | <b>Primrose Cottage Main Street Wroxton Banbury OX15 6PT</b><br>T1 x Sycamore- Crown reduction up to 2.25m. T2 x Field Maple-Crown reduction up to 1.5m. T3 x Field Maple- Crown reduction up to 1.5m.  | <b>Supported By PC</b>    |
| <b>23/01079/F</b>                       | <b>Stone Pit Barn Stratford Road A422 Wroxton</b><br>Extension to existing dog day care building  | <b>No Comment from PC</b> |
| <b>23/00708/F &amp;<br/>23/00709/LB</b> | <b>Balscote House, Chapel Lane, Balscote, Banbury, OX15 6JN</b><br>Creation of new garden room extension to the existing kitchen. Removal of modern features within existing kitchen and a re-design of the kitchen fittings. Creation of a new entrance staircase allowing the existing staircase to remain. Creation of two first floor en-suite bathrooms. Addition of two new external chimney pots. Replacement of two windows | <b>Supported By PC</b>    |
| <b>22/03851/LB &amp;<br/>22/03850/F</b> | <b>Balscote Mill House, The Plain Road, Shutford, Banbury, OX15 6EY</b><br>Extension and alterations to balscote mill house, including alterations to attached former stable range to create new ancillary accommodation  | <b>Reconsultation</b>     |

**23/00650/LB Peacehaven Manor Farm Lane Balscote Banbury OX15 6JJ Supported by PC**  
Erection of a 2 bay oak framed garage/carport with first floor access to provide office home working and storage facility

**23/00363/TEL56 CK Hutchinson Networks (UK) Ltd Land South Of Garages, The Firs, Wroxton**  
The installation of a 15m high slim-line monopole, supporting 6 no antennas, 1 no wraparound equipment cabinet at the base of the monopole, 1 no equipment cabinet, 1 no electric meter cabinets, 1 no transmission cabinet and ancillary development thereto.  
**Objection submitted by PC; Application Refused by CDC**

**Applications awaiting decision:**

**23/00048/F Balscote Mill House, The Plain Road, Shutford, Banbury, OX15 6EY Supported By PC**  
Erection of replacement incidental residential garden building.

**23/00130/F Laurels Farm, Dark Lane, Wroxton, OX15 6QQ Decision deferred by CDC**  
Demolition of 3no existing barns followed by the erection of 9no new dwellings; conversion and alterations to existing barn to form 1no dwelling; formation of new primary access from Newington Road, parking, landscaping and other associated works

**23/00129/F Trinity College Grange Farm, Chapel Lane, Balscote, Banbury, OX15 6JN Supported by PC**  
Erection of agricultural buildings, hardstanding and other associated works

**21/00517/F Land Used For Motocross, Stratford Road A422, Wroxton, OX15 6HX ( Reconsultation)**  
Creation of a motocross track and soft landscaping scheme and the change of use of agricultural land to hold moto-cross events including set-up, take down and private practice sessions, with associated camping site, for up to 65 days per year and agricultural grazing (retrospective)

**22/03850/F& 22/03851/F Balscote Mill House The Plain Road Shutford Banbury OX15 6EY Supported by PC**  
Extension and alterations to Balscote Mill House, including alterations to attached former stable range to create new ancillary accommodation

**22/03740/F Clematis Cottage, Wroxton No Comment from PC**  
Renovation, internal alterations and extensions. Application to add dual pitched tiled roof over existing store and to refinish existing Kitchen roof in tiles (to match existing main roof) (Resubmission of 22/00286/F)

**22/03307/F & 22/03308/LB Outbuilding Approximately 5 Metres East Of The, North Arms Inn, Mills Lane, Wroxton**  
Conversion of existing outbuilding to ground floor garage with first floor ancillary Accommodation  
**Supported by PC**

**MW.0158/22 Wroxton Fields Quarry, Stratford Road A422, OX15 6EZ**  
Details Pursuant to Condition 10 (surface water drainage) of planning permission 19/01760/CM

- 22/03245/F Apollo Office Park, Ironstone Lane, Wroxton** **No comment from PC**  
Provision of 8 employment units (Office, Research and Development and Light Industry), associated car parking, landscaping/biodiversity enhancements/works and provision of foul water treatment plant - re-submission of 22/00928/F
- 22/02241/TCA Wroxton College, Street From Church Street To College, Wroxton,** **Supported By PC**  
Trees
- 22/00055/TCA Swallows Barn Manor Lane Balscote** Treework **Supported by PC**
- 21/01258/F Wroxton Sports Club Old Ironstone Sports Field Horley Path Road Wroxton**  
Installation of ISO shipping container on sports field for storage of field maintenance equipment, erect 6ft screening panels on three sides

#### Applications decided

- MW.0058/23 Wroxton Quarry**  
Details pursuant to Condition 66 (working in close proximity to electricity pylons or cables) of planning permission no. (MW.0020/19) **Granted By OCC**
- 23/00393/TCA Trinity College Orchard Banks, Main Street, Wroxton, Oxfordshire, OX15 6PT** **Granted By CDC**  
T1 x Sycamore - Fell self-seeded tree
- 22/03276/TPO Peacehaven, Manor Farm Lane, Balscote, Oxfordshire, OX15 6JJ** **Granted By CDC**  
T1 - (Sycamore) - Crown reduction of 2.5m, removing up to 3m over the roof of Peacehaven' . - subject to TPO 06/2009.
- 23/00459/Q56 Ragnell Barn, Street From Friars Hill To Ragnell Bottom, Wroxton, OX15 6FD** **Granted By CDC**  
Conversion of agricultural hovel to a single dwellinghouse

#### **42/23 Any Other Business & Correspondence**

A member of the public had emailed the Clerk about an unemptied dog bin on the corner of Shutford Road and Alkerton Lane. The Clerk has contacted Cherwell District Council regarding this and has asked the complainant to inform the Clerk if this issue is not rectified shortly.

OCC has contacted the Parish Council regarding their 20mph speed limit proposals for Wroxton and Balscote. OCC will shortly be taking their proposals to formal consultation and have supplied the Parish Council with plans for the locations of the interim symbols and repeater signs, which have been located to meet the spacing regulations, using existing posts where possible. **Clr Marcovitch will inform OCC of the PC's agreement in principle..**

A member of the public proposed that trees be planted near the bus stop on the A422 Stratford Road. The Parish Council will need more information as to the type of trees to be planted and their locations before they can respond but noted that the verges are the responsibility of OCC..

A verge in Balscote had not been mown for sometime and was now getting quite overgrown. **Clr Robarts will speak to Nigel Prickett**

**43/23 Date of next meeting**

The next Parish Council Meeting will be held at 7.30 pm on Monday 3 July 2023 in Wroxton Village Hall.

**Signed: Cllr Harvey Marcovitch**

**Chairman**