

## *Letcombe Regis Parish Council*

*Parish Clerk Mrs Elizabeth Jenkins  
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*4 The Old Stables  
Warborough Road  
Letcombe Regis  
OX12 9LD*

### *Minutes of the Parish Council Meeting held in the Main Hall of the Village Hall on Monday 18<sup>th</sup> March 2020 at 8.00pm*

**Present:** Jeanne Lapsley (JL) Chairman. Loretta Light (LL) Vice Chair,  
Councillors, David Barber (DB), Paul Batchelor (PB), Michelle Benton (MB),  
and Elizabeth Jenkins (EJ) Parish Clerk

District Councillor Paul Burrell was also in attendance.

Item		Actions
<p>1.</p> <p>2.</p> <p>2a.</p>	<p><b>Apologies for Absence:</b> Apologies were received from Cllrs Kristine Hitchcock and Doug Frewer through illness.</p> <p><b>Declarations of Interest:</b> There were no declarations of interest</p> <p><b>Covid-19 Response:</b>  <b>The Chairman distributed a draft paper drawn up in recognition of the seriousness of the Coronavirus/Covid-19 outbreak and it was agreed that the update on Health care should be taken as the next item on the Agenda.</b></p> <p>Councillors agreed that the situation was serious and likely to be long lasting. The Parish Council (PC) needed to discuss the way forward and would let Richmond know their plans. The following discussions took place and were agreed at the meeting. Details should also be included in the Community Emergency Plan.</p> <p><b>Establish a Co-ordinating Group:</b>                      The Group would consist of Cllrs Lapsley, Light and Benton who would manage communication via the Village Email and Facebook. Cllr Batchelor would investigate useful website information.</p> <p><b>Establish a Register of Volunteers:</b>                      This would be done using Facebook and the Village email. Decide on the type of support volunteers would be asked and/or were willing to give.</p> <p>The PC needed to be aware of residents needs and if necessary publish an extra Register giving guidance and relevant information.</p> <p>Establish the responsibilities of the PC and individuals with insurance etc.</p> <p><b>Main areas of support and categories:</b>                      The following would be matched through offers of help from volunteers.</p> <ul style="list-style-type: none"> <li>• Health – eg support to and from medical appointments</li> <li>• Medical Supplies – eg prescriptions, PPE for volunteers</li> <li>• Food and provisions – volunteers</li> <li>• Target those over 70</li> </ul>	

APPROVED

NALC/OALC had confirmed that the Annual Parish Meeting would be postponed for the time being  
Cllrs Lapsley, Light and Benton arranged to meet the following day to discuss the process of implementing and taking forward the plans.

**3. Approval of the minutes of the Parish Council meeting held on Monday 27<sup>th</sup> January 2020.**

**Actions arising:**

**Item 7 Parish Councillor updates**

Faster Broadband Cllr Batchelor to draft a questionnaire for discussion at this meeting and to update PC if the postponed meeting with Airband had taken place.

**See item 6 Broadband update**

**Court Hill Road and Windmill Road**

Discussion with Mark Francis and his recommendations/suggestions for improving traffic - **See item 6 Road signs and markings.**

**Fete Planning update**

Working group to be set up - **Ongoing**

**Meeting on Health and Wellbeing**

Letter to be sent to the Health & Wellbeing board requesting withdrawal of reports

**Completed**

**Item 8 iv) Financial Matters:**

**Budget** - The budget was approved and the precept request sent to the VoWH the following day - **Completed**

**Item 8 v) Grant Applications**

Oxfordshire South and Vale Citizen Advice-Grant Aid, It was not obvious from their reply how many individuals had been helped in Letcombe Regis and it was decided not to make a grant. The Clerk has informed the applicant.

Wantage Independent Advisory Centre. They help a considerable number of residents in the village and it was decided to send a grant of £250. The Clerk has sent the cheque and received a letter from WIAC thanking the PC for the grant.

**Completed**

Councillors approved the minutes and they were signed by the Chairman.

**4. County Council Matters:**

**The Following reports were received from County Councillor Yvonne Constance**

***MARCH 2020 : COUNTY CLLR'S REPORT TO PARISH COUNCILS***

***ALLOCATION OF SUPPORTED BUSES FUND (SBSF)***

*Most Parish Councils are aware of that Govt has made an immediate grant of £588,000 to OCC to revive supported buses, and every PC hopes for a share of this fund. It seems a lot of money, but nowhere near the £3million we withdrew from 118 bus routes in Oxon in July 2016, and it comes with quite restrictive criteria :*

- to restore services where most needed*
- to improve existing services - and/or*
- start new services*

*And any spend must also deliver 'additional miles' AND be spent/committed by March 2021 with no guarantee that the funds will be repeated next year, or thereafter. But we expect to get a proper share of Govt's new £5billion rural bus fund, expected by November 2020.*

*I have discussed this with officers, and with all Cabinet members, recognising that we do not have time to start new services (esp. with no funding commitment next year) and barely time to carry out a proper assessment of all the routes to fairly establish priorities. We have to register OCC's interest by Friday 13<sup>th</sup> March, so will consult PTRs for local knowledge*

*Officers have emailed all PCs to be sure all have the same official information (however wordy!) and I report that we will work out the most effective allocation by then, and Cabinet agreed we will present it as a pilot scheme, making clear to all recipients that it is offered for one year only.*

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*CONSULTATIONS from OCC are so many, they risk being confusing. Please respond to those that impact us here in western Vale :*

*LOCAL TRANSPORT AND CONNECTIVITY STRATEGY (LTCP) - engagement published by next week. This programme refreshes LTP4 (now including digital connectivity) seeking 'engagement' by responses to 31 Topic Papers. The responses will be analysed to inform a final strategy for formal consultation by end of 2020. This is the right time to make yourselves heard.*

*I have ensured a chapter for A420, which is now the least safe road in the county, but the format invites ideas (to match the other topics) rather than presenting proposals, so I hope you will not hesitate to make strong suggestions. I think we can require proper bus stops; pedestrian islands; speed limits and safety improvements; bus priority; small Park&Rides along the A420 for villagers to park or cycle to catch the bus – we can require real change and then press for funding. (I will send separately the A420 note I submitted to get officers to highlight A420 in this exercise. Please use all/as much of it as you think useful.)*

*ZERO-EMISSIONS PLAN FOR OXFORD CITY : This formal consultation was published on Wed 11<sup>th</sup> March to progress a ZEZ in centre of OxCity by December 2020. It will restrict access to the very centre of the city to vehicles emitting zero emissions, or charge £10 for non-compliance to enter. This is first step in establishing zero emission zones across all of OxCity, and will be the first in UK, probably in the world. ZEZ will be supported by new congestion management project.*

*CONGESTION MANAGEMENT scheme for Eastern Arc of OxCity will be consulted later in the year. By Dec 2022 it will restrict access to the city centre with 5 'bus gates' to ease traffic congestion. Combined with Resident Parking schemes (9 will be installed in 2020 and all OxCity thereafter)) access to OxfordCity will be best by bus, so I mention it here to stress the new importance of bus stops and bus hubs.*

*MINERALS&WASTE STRATEGY consultation on site allocations closed on 4<sup>th</sup> March. This strategy sets the sites for extraction until 2030s. The real changes were re-allocating the main extraction from north of the county to the south (where development is due when the SODC delivers their Local Plan) and does not change any sites here in western Vale. ( But you will be aware that Grundon, Faringdon, got planning permission to increase their vehicle movements on A420 to 44 per day.*

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*CORONAVIRUS: OCC's Public Health officers are in constant contact with Public Health England, and NHS with a well-tested emergency plan, and will be sure to keep us all informed.*

*Cllr YVONNE CONSTANCE*

**NOTES on A420 for Oxfordshire County Council's LTP5 MARCH 2019**

**A420 requires the same attention and funding as A40**

*It carries more traffic than A40, has more accidents but still serves as a local road, which requires protection (preservation?) against HGVs and commercial traffic, esp. through- traffic using A420 as a strategic route*

*A420 was confirmed a MAJOR LOCAL ROAD in 1990s (and funding to dual the road was withdrawn). It has now become a major commercial corridor functioning as a strategic route between Swindon and Oxford with 'just in time' deliveries for BMW and Honda motor works, and servicing Symmetry Park, the new 1million sq.ft distribution centre permitted by SBC on A420 near Swindon Police Station. In addition through- traffic from M4 short cuts to A34 and M40 (going north, or east on A43) which overwhelms its local function.*

*A420 was not built to carry this heavy traffic, nor this volume of traffic.*

*As a local road :*

*\* it cuts through the centre of villages like Tubney and Fyfield, where residents are now unable to cross the road during peak periods and long hours everyday*

*\* it carries an important bus route (Stagecoach S6) with stops at every village junction to pick-up and set down passengers, holding up through -traffic and leaving passengers stranded with no safe crossing, as at Littleworth, Little Coxwell, Longcot (King's Lane junction) Tubney, Fyfield and other bus stops;*

*\* constant fast heavy traffic prevents safe crossing for pedestrians incl. school children, up and down the A420 : residents in Fyfield, Tubney, Littleworth and elsewhere are known to catch the bus to nearest pedestrian island at Buckland to cross and catch the next bus back to their destination. No residents should have to live this way!*

**Proposals for A420 in LTP5 (and more urgently if funds are available) A420 must cease to operate as a strategic route**

- 1. A420 must be re-established as a local (trunk) road restricting through traffic esp. HGVs to M4 (Jctn 13) and A34*
- 2. Residents must be able to use this road as a local road :we cannot accept it be included in the EEH arc (the OX/Cam corridor) as a strategic road. Its prime purpose is to serve as a LOCAL ROAD. There is no other!*
- 3. A420 (re-established as a local road) must support development of a*

*frequent efficient BUS SERVICE to carry residents from 13,000 plus new homes approved between Swindon (8,000 on the eastern apron) and Vale of White Horse (4-5,000 at Shrivenham/ Faringdon/ Kingston Bagpuize / Cumnor).*

*3. BUS STOPS : Proper safe provision at bus stops is an urgent need. Too many stops are single posts in the verge with no safe standing back from the traffic. The Longcot stop is unsafe and unusable.*

*4. BUS TRAVEL : To encourage/assist bus travel, A420 should provide a number of small P&Rs connected to the bus service. P&Rs at Watchfield; at Faringdon?; at Buckland? at Kingston Bagpuize? would encourage village residents to connect with the bus service to Oxford/Swindon. These would deliver proper connectivity with the bus and make a more effective contribution to traffic congestion than one large P&R at Cumnor at the far end of a congested drive along A420.*

*5. BUS PRIORITY : Policy should require that buses have priority at all pinch points on A420. A rapid bus lane would be justified on A420 as on A40.*

*6. PEDESTRIAN ISLANDS/CROSSINGS : To serve properly as a local road, funding must be found urgently to provide pedestrian islands or traffic light crossings at Longcot; at Little Coxwell; at Littleworth; at Fyfield and at Tubney . Traffic light crossings would slow traffic and break it up - an advantage for local users - but may not be advisable : pedestrian islands must then be a priority and as soon as possible. Residents are demanding to use this road as a local road.*

7. **DIVERSIONS** : when accidents or major flooding occur and A420 has to be closed (more frequent now) traffic is diverted through small villages adjacent to the A420. These villages can no longer cope with the HGVs, which are too long and too large to get round corners, and even to pass each other on the narrow roads (e.g. B4508).

OCC must establish new protocols with SBC and TVP and Wilts Police to divert NB traffic off A420 in SWINDON (at White Hart roundabout?) and SB traffic onto A417, and not through the villages of Watchfield, Longcot, Fernham, or Great Coxwell or the villages west of A420. In 2008 when the protocol was last set, A420 was not the commercial corridor it is now.

Cllr Yvonne Constance (Shrivenham; Cabinet Member for Transport)

Cllr Judith Heathcoat (Faringdon ; Deputy Leader to the Council)

Cllr. Anda Fitzgerald-O'Connor (Kingston Bagpuize/Longworth)

**5. District Council Matters:**

Speeding and Community Buses

Community buses had been covered in the County Council matters. Cllr Barrow reported that roads which needed to be surveyed for speeding should be identified. Cllr Barrow was advised those in Letcombe Regis included Windmill Hill, Court Hill Road and Bassett Road.

**OX12 Feedback.**

Cllr Barrow said that the OCG had submitted their report and it was expected that Wantage hospital beds would have to be opened, if there was no decision forthcoming by September. He thought that something could be done and will feed the information through.

**6. Parish Councillors Updates:**

**Cllr Batchelor**

2020 Open Gardens

Cllr Batchelor who chairs the Open Gardens Committee confirmed that 8 residents had agreed to open the gardens this date. 50% of the proceeds went to local charities and the PC were asked to choose which charity they would name to receive the grant this year.

**Broadband in the village:**

**Report from Cllr Batchelor on his meeting with Airband.**

**Background**

Airband won a contract to provide the infrastructure for superfast (technically any download speed above 24Mbps but will be using 100Mbps and above) to support rural businesses. The contract, awarded by DEFRA, was initially to supply rural business only. However, the company has been in negotiations with other Government bodies including the Department for Digital, Culture, Media & Sport to provide the opportunity for home locations to benefit.

In order to achieve the broadband speeds, the company will be using fibre optic cabling. This cabling will run along a number of routes that connect various areas to the two main hubs in Manchester and London. In this area the 'rural' connections will use a spine that runs to a port in Reading. From this spine, a number of villages will be connected including Letcombe Regis.

PC

**Airband’s current offer**

The current agreed work programme involves the laying of the cable and agreed branches. At present the only agreed branch is one which will run along the part of Warborough Road stopping at the junction of South Street. There are no proposals at present to extend the coverage to other parts of Letcombe Regis as this will require an additional investment. However if sufficient interest is shown then Airband will consider extending the coverage.

The arrangements to register interest involve placing an order for the service at either £30 or £40 per month. No charge will be taken until the service is installed and live. Once an application is received Airband will apply for a voucher from the Department for Culture, Media and Sport and if a sufficient number of applications are received which meet the costs to install then the project will go ahead. Once installed, the connection will work with all major service providers except currently BT.

**A proposed way forward**

Given the lack of outlay required it seems sensible to make the ‘offer’ known to the residents including Richmond Village retirement home. The time frame is rather tight as the scheduled cable installation is due within the next few months although this may now be delayed. Airband are willing to hold a function at the Village Hall and have a team attend to answer any questions concerning the proposals.

The main advantages as I see it are that fibre optic cabling is going to be necessary to take advantage of likely technological developments that cover social and health care. In addition, the opportunity to improve mobile coverage, including 5G, will exist. As such I would suggest the PC promotes the meeting once a date is set through the Register. I have been in contact with Richmond Villages and informed them of the above.

**Update on Hospital Questionnaire**

Councillors approved the revised questionnaire, and agreed this should not be circulated during the current crisis.

**Website policy**

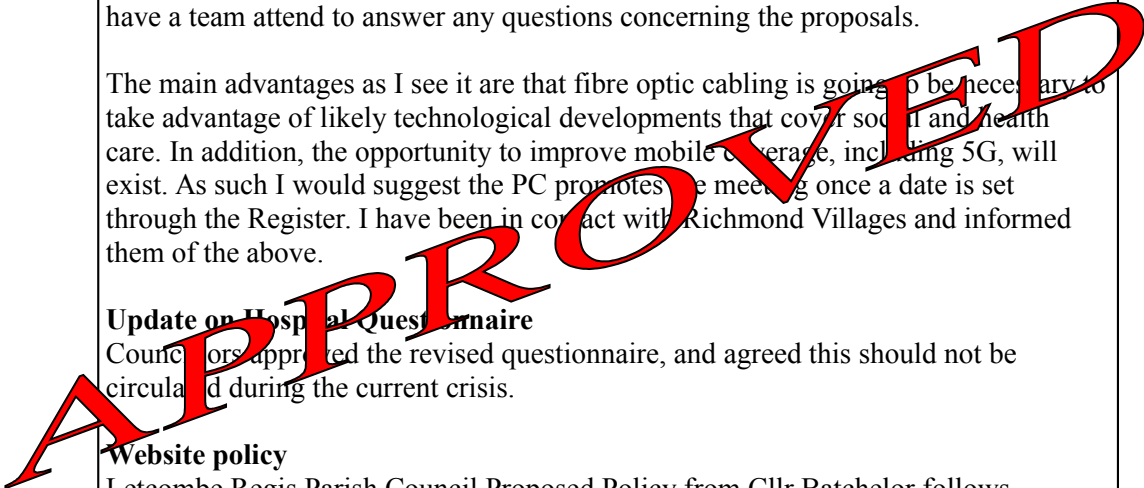
Letcombe Regis Parish Council Proposed Policy from Cllr Batchelor follows

**Introduction**

Letcombe Regis Parish Council website acts as a resource for individuals from both within and outside of Letcombe Regis. Its primary function is to act as a means of communication. Individuals accessing the website are able to obtain details about the village, the Parish Council, proposals for planning and contact details for the Council.

This policy provides details of how the website functions, how content is managed and contact details for the website PC lead. The PC lead is charged with regularly reviewing the Parish Council’s web pages to ensure that the information presented is accurate, consistent, and up-to-date, and that design elements are in line with good practice.

A key principle enshrined in the policy is that it adheres to the guidance issued by Oxfordshire Association of Local Councils. The Parish Council in addition recognises that the information on the website may not meet the needs of all parishioners. The Parish Council will provide alternative formats and will be pleased



to receive requests via the Parish Clerk and, where possible, provide these.

The PC Lead also maintains direct contact with each of the various bodies listed on the website to ensure their needs are being recognized and addressed. The PC lead liaises with the web page administrator to ensure that the creation, publication, maintenance, and updating of web pages with information provided by PC are undertaken once a month, normally within 2 weeks of the previous PC meeting.

#### **Maintenance of Website Content**

In order that the site serves as a reliable resource for the Parish, it must contain timely information. To achieve this each section of the website will be checked monthly by the PC Lead to ensure that the content is current and relevant.

Persons wishing to have material posted on a page of the website should submit their request to the PC lead for consideration at the next PC meeting. Postings are at the discretion of the PC. All photographs are posted without any corresponding names. Where names are included, permission is sought. The required style specifications are as recommended by the District Council web access policy.

Personal contact information for the PC and individuals who are associated with clubs or societies listed on the web pages including home and e-mail addresses, telephone numbers, and other information that could be used by unauthorised individuals, will not be published on the website.

The content of the *Leicomb Register* and PC meetings will remain on the web site for 24 months. After this period the material will be removed and is stored electronically by the Parish Clerk. Individuals seeking material after its removal should submit an application to the Clerk for which a charge may be applied.

#### **Advertising**

The advertising or direct sale of material and services is prohibited on all sections of website. It is the practice of the PC website not link to websites that are of a commercial or political nature. Exceptions to this practice do happen. Links to sites that are deemed to have educational value or which, in some way, further the aims of the PC are permitted. Links to non-PC related social networks or personal websites are not permitted. Where deemed appropriate, the PC website may include links to resources housed on external websites. Some examples of these are the booking system for the Village Hall, external Council Support Sites, for example the planning applications site.

Last reviewed March 2020,  
Adopted at the PC Meeting 18/03/2020

#### **Cllr Benton**

Report on the meeting held on the 24<sup>th</sup> March 2020 with Gordon Kelman re Bablakes flood.

Cllrs Lapsley and Benton and the Parish Clerk met with Gordon Kelman outside Bablakes House. GK confirmed the following work which would take place

- Some sort of enclosure around the main water outlet to prevent silt blocking the flow
- An additional gully on the opposite side of the road-Same side as Bablake House.
- Clearly the edges of the road have also been affected by the water and created a deep drop off as well as additional potholes. This to be included in the works.

- GK confirmed that none of this work would be completed until the new financial year.

3<sup>rd</sup> March 11 blocked gullies and several potholes logged on FixMyStreet. The gullies start outside 1 Court Hill road and along to the corner at the bottom of Windmill Hill.

**Gullies**

This has been investigated and will be included in forthcoming gully cleansing programme. State changed to no further action.

5<sup>th</sup> March Potholes GK reported the area is due for inspection shortly and safety defects will be actioned as per OCC safety policy. State changed to no further action.

5<sup>th</sup> March GK put cones out to highlight sharp drop-off. Potholes which need doing in that location so perhaps the smoother ramping down would be arranged by Lindon via safety defects. It was agreed it is certainly deep enough to warrant this.

Drainage: the finer details of what the best proposal would be still needs to be worked out but GK assured that this is on his list of priorities. They are considering putting extra drainage in and something to help with the silt issue, possibly a silt trap chamber?

**FixmyStreet Notifications:**

Pothole-Pub

Overgrown vegetation Main St & Bottom of Courthill

Damaged Street name - bottom of Courthill

Fly tipping

**Fete Update**

Cllrs Lapsley, Hitchcock & Benton met on 4<sup>th</sup> March. They shared past and current information.

Date revised to 26<sup>th</sup> June as Village Hall not available on 1<sup>st</sup> or 10<sup>th</sup> July.

Cllr's Hitchcock & Benton then met on 12<sup>th</sup> March drawing up the plan to include day and evening events, Venues, activities, involvements of clubs & societies, publicity, finance and will ask for help & support once initial plan is in place. An updated plan to be sent to the Parish Clerk prior to every meeting.

**Cllr Lapsley**

Cllr's Current focus is on the Coronavirus.

**Road signs & markings**

The PC has a committed budget for this but needs the costs before final choice of signs and road markings can be made. The Parish Clerk has written asking for a full costing.

**Climate Change**

Cllr Barrow reported that District Councils climate change plans will be sent out to Parish Councils.

**Cllr Light**

Update on Healthcare – This was moved to the start of the meeting.

**Update on LBP**

The Letcombe Brook Project (LBP) asked for a report on their work from Cllr Light in order to help their request for a grant from the District Council. LBP thanked Cllr Light for the report and Cllr Light would forward the Chairman's email to Cllr Barrow.

APPROVED

KH/MB/  
JL/PC



7.

**Financial Matters:**

**Clerks report**

The Clerk reported that, together with the Chairman and Vice-chair, they had attended a meeting with the Barclays Business Advisor in the Abingdon Branch at the meeting. He was given the application paperwork which gave the Parish Council address

“Letcombe Regis Parish Council, 4 The Old Stables, Warborough Road, Letcombe Regis. Oxfordshire OX12” 9LD which is the address for all Parish Council correspondence as well as the Parish Council email address.

The Clerk received their welcome letter which was addressed to “LETCOME REGIS PARISH COUNCIL, BASSETT ROAD, WANTAGE OXFORDSHIRE UNITED KINGDOM OX12 9LJ” (No mention of Letcombe Regis). This was delivered to the Village Hall! The letter included the sort code and account number and was opened, in error, along with the Village Hall post. Claire Youldon (VH Administrator) informed me and immediately delivered the letter to the PC.

The Clerk phoned Barclays immediately and was assured the error would be corrected. They then rang back to say as there were three signatories on the account (which I had already explained) they would need a letter signed by all three signatories in order to confirm the correct address. This was written immediately, signed by all three signatories and sent to the bank we have to date received no response.

Since then the clerk has received a cheque book and pay in book addressed to “The Officials, LETCOMBE REGIS PARISH COUNCIL, LETCOMBE REGIS PARISH COUNCIL, BASSETT ROAD, WANTAGE, OXFORDSHIRE OX12 9LJ” the Village Hall postcode.

Out of five separate items from Barclays only one has had the correct address (minus the house number). This letter was addressed to Wantage and had no post code. This was to let us know that we had been refused a credit card.

While I appreciate the post code would direct post to Letcombe Regis, they have been using the post code for the Village Hall. Fortunately our brilliant postman Paul, when on duty brings all post direct to me when addressed to Letcombe Regis Parish Council.

The reason for moving the Current and Deposit accounts to Barclays was taken due to the closure of HSBC in Wantage. While I can pay in cheques via the post office, cash payments would need to go direct to any branch, however this has only occurred once since I took over as Clerk.

The only downside I envisage is if we changed signatories the new signatory would need to go direct to another branch with the forms and identification. However we are now at the Witney Branch which is open on Saturdays from 9am to 2pm. (weekdays until 5pm) There is also parking on both sides of the road outside the bank. I was there a week ago on Saturday round about 11am and there was parking available.

The Village Hall (currently £1,413.31) and the BIG Lottery (currently £12,472.84) accounts were to remain with HSBC

The PC had agreed to apply for a Credit card enabling the Clerk to pay for authorised Parish Council items direct. Rather than having to purchase from her own account and being reimbursed.

	<p><b>Councillors discussed the issue and agreed with the Clerk that they should stay with HSBC. The Clerk would inform Barclays.</b></p> <p>The current account balances on the 29<sup>th</sup> February are as follows:  Current account £4,359.40  Deposit account £78,279.15 (includes the car park fund)  BIG Lottery account £12,472.84  Village Hall account £1,413.31</p> <p>Litter pick:  Alison Phillips is kindly organising the litter pick on behalf of the Parish Council. It was noted that the Vale is unable to disinfect PEP jackets despite Covid-19. It was agreed to pass on the Parish Council's thanks to Alison Phillips.</p> <p><b>Ratification of invoices</b>  <b>Current Account</b>  Clerk for paying 123Reg Domain name and Squarespace website costs £182.38; BBOWT membership - £46.00; Community First Oxford annual subscription £55.00; F Engelmann for Register expenses - £91.80; F Engelmann, refund for overpayment of Register Christmas greetings - £3.00; Clerk payment for purchase of PC printer cartridge - £33.99; OALC Website accessibility training for P Batchelor - course cancelled so will be refunded by OALC - £60.00; Clerk Salary 16<sup>th</sup> Dec to 31 January 2020 - £706.93; PAYE 16<sup>th</sup> Dec to 31<sup>st</sup> January 2020, £123.25; Wantage Independent Advisory Charity grant - £250.00; Alison cost of printing amended Burial Ground plans - £30.00; Mr P Hodgeson payment for electricity for the Defibrillator - £30.00; Dr M Light payment for electricity for the Defibrillator - £30.00; OALC annual subscription 2020-2021 - £147.64; Clerk Salary February - £494.94; HMRC PAYE February - £71.00.  Direct debits for F mobile  January - £22.98, February - £22.98.</p> <p><b>Project account</b>  Clerk for purchasing Perspex sheet for VH Kitchen cupboard - £11.95; Clerk for purchasing Drip trays for the dishwasher - £55.38.</p> <p>Councillors ratified the invoices</p> <p><b>Grant requests</b>  Home Start Southern Oxfordshire. Home start were asked if families in the village had been helped but were unable to confirm whether or not this was the case. Following discussion the PC decided not to donate.</p> <p><b>Clean Slate</b>  Clean Slate has written to Parish Councils asking for a donation of £100 to help them keep going. Cllr Light was concerned with the apparent lack of training given to survivors who were used to talk to those suffering abuse. Following discussion the PC decided not to donate.</p> <p><b>8. Village Items:</b>  <b>Commemoration of the 75<sup>th</sup> Anniversary of VE day:</b> - Response from BBOWT re the bench. The initial response from BBOWT was that there were enough benches on the Nature Walk, when asked to re consider they suggested replacing one of their current benches, The Clerk was asked to write to the CEO who replied that the decision was up to the BBOWT Site officer for the Nature walk, he has since written to suggest a meeting. However this will have to wait until the Covid-19 restrictions are lifted.</p>	<p>EJ</p> <p>EJ</p> <p>PC</p>
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APPROVED

**Footpath between Mill Paddock and Hamlyn Close:**

Reference email sent round with the paperwork for the meeting which confirms that the Parish Council were warned at the time (2009) that the extra gravel could cause problems for certain users. This means that the PC is now responsible for the problems with the footpath. This will have to wait until the Covid-19 restrictions are lifted.

**Information Board update:**

Mark Bradfield had confirmed that he would send in the application on behalf of the Parish Council in order to obtain the discounted costs. He has since paid for the application himself and will claim it from the S106 grant. Which has been reinstated by Richmond.

**External Information Policy for the Register:**

**Corona Virus and Community Emergency Plan** - This was taken as item 2a.

**Speedwatch update:**

The Clerk had heard from Tom Wallcott-Smith who now has access to a speed indicator device (SID) and can deploy it in the area once we advise him of the best time/place to use it. However due to his time constraints he is only likely to be able to spend an hour or so at a time. This will have to wait until the Covid-19 restrictions are lifted.

**Discuss purchase of speed gun:**

The Parish Clerk had investigated the cost and confirmed it to be around £150. Councillors were open to the suggestion of combining with other Parish Councils to purchase one.

**9. Planning Applications:**

**LRE/4783/6-X, Antwicks Stud, Main Street, Letcombe Regis.** Outline application for the erection of an additional three stables with associated store and tack room. New indoor riding school and ancillary. Conversion of the existing bungalow on the site into two residential units.

Since the initial meeting meeting between VOWH and the Applicant Martin Deans (MD) of VOWH is contacting them monthly and reporting back to the PC. MD reported that he had a conversation with the Applicant at the end of February and clear progress has been made over the last month. He is confident that the Applicant is keen to move things forward with some speed. While MD appreciates that more detail would be helpful he points out that the content of the conversations has to remain confidential at this stage.

**P19/V2316/FUL, Parish Council Burial Ground Proposed improvement to include new entry and car park, Bassett Road, Letcombe Regis.** Consultation period 11<sup>th</sup> October 2019 to the 6<sup>th</sup> November 2019. Revised Decision date 3<sup>rd</sup> February 2020. **Approved 3<sup>rd</sup> February.**

**P19/V3198/DPO, Courtyard Stud, Court Hill Road OX12 9JQ**

Proposed discharge of two planning obligations 1985 - LRE/5447/5-X (P85/V2143/O) and 2007 LRE/5447/5-X (P85/V2143/O) (Application description corrected by email from agent dated 10 January 2020). PC response The Parish Council have continuing concerns about the application to discharge the two planning obligations currently preventing 1. Occupation of Courtyard Stud (old bungalow) by those employed in the equestrian business on the land, or their

dependents. 2. The disposal of the land and buildings in separate parcels. The Parish Council accept that the equestrian business no longer exists, however it is the possible future division, disposal and development of the land which is our concern. We have been informed that the designation of the land will remain equestrian at present and falls within the AONB, which should give protection from future development. However in order to give the Parish Council and Villagers further reassurance, Mr and Mrs Pitman agreed to prepare a statement for the Parish Council to Response : No Objections confirm that they would not develop the equestrian land whilst it was their property. They also confirmed to the Parish Council that they would seek to place a covenant on the equestrian land to prevent future development following change of ownership. The Parish Council would like to seek an assurance from the Planning Authority that the current buildings and those with granted planning permission will be the final development on this site representing the boundary of Letcombe Regis, a smaller village. **Discharged 13<sup>th</sup> February 2020.**

**P19/V3296/HH, Thatched Cottage, Bassett Road, Letcombe Bassett OX12 9LL,** Proposal: Extension to south-east corner of thatched cottage to living/dining space adjacent to the kitchen, with external patio and a work/playroom below, with external entrance from garden. Consultation period 6<sup>th</sup> January to 5<sup>th</sup> February. Target decision date 27<sup>th</sup> February 2020. No PC response as the Thatched Cottage is outside our boundary. **Approved 13<sup>th</sup> February.**

**P20/V0025/HH, Mill Cottage, Letcombe Regis, OX12 9JD,** Demolish existing garage and erect self-contained annex with garaging. Address: Mill Cottage Letcombe Regis, Garage OX12 9JD. Consultation period 16<sup>th</sup> January to 6<sup>th</sup> February 2020. Consultation put on hold in January for technical reasons. Now reinstated and Consultation period 16<sup>th</sup> January to 19<sup>th</sup> March. Target Decision date 23<sup>rd</sup> April 2020. The Parish Council and two neighbours have strong objections to this application due to its size and placement on the site. Councillors JL, LL, KH and the Parish Clerk met with Josh Sharp the Vale Case officer for this planning application met on site on the 4<sup>th</sup> March. JS agreed with the PC and would contact the Agent.

**P20/V0125/HH, Lendorena, Anvil Lane, Letcombe Regis OX12 9LA,** Single storey to outbuilding to create a double garage. Consultation Period 20<sup>th</sup> January to 10<sup>th</sup> February 2020, Target Decision Date 11<sup>th</sup> March 2020. PC Response, Letcombe Regis Parish Council have no problem with the planning application. **Granted 10<sup>th</sup> March 2020**

**P20/V0305/LB, The Old Manor Letcombe Regis OX12 9JP.** Regularise unauthorised works by previous owner and to approve nest box openings and existing wall finishes. Consultation Period 10<sup>th</sup> February to 11<sup>th</sup> March 2020. Target Decision Date 1<sup>st</sup> April 2020. PC Response, Letcombe Regis Parish Council have no problem with the planning application.

**P20/V0310/HH, 23, Kings Close, Letcombe Regis OX12 9JF.** Two storey and single storey extension Fenestration alterations. Consultation Period 6<sup>th</sup> February to 27<sup>th</sup> February 2020. Target Decision Date 1<sup>st</sup> April 2020. PC response, Letcombe Regis Parish Council have no problem with this application. The PC has not received any feedback from neighbours.

**P20/V0337/DPO, Manor Farm, Warborough Road, Letcombe Regis OX12 9LD.** Discharge of planning obligation relating to P83/V0114. After a change of use planning application (P19/V3158/FUL) has been granted. No consultation date

given. Target Decision Date 1<sup>st</sup> April 2020, PC response, Letcombe Regis have no problem with the discharge of Planning obligation relating to P83/V0114.

Other planning issues (if any)

**P20/V0636/HH, 5 Mill Paddock, Letcombe Regis OX12 9JE.** Demolition of existing rear extension and garage to make way for a proposed two-storey side extension and a single-storey rear extension, along with flat-roofed canopy to the entrance door. Application received 3<sup>rd</sup> March 2020, Registration date 10<sup>th</sup> March 2020, Start Consultation Period 12<sup>th</sup> March 2020, End Consultation Period 20<sup>th</sup> April 2020, Target Decision date 5<sup>th</sup> May 2020.

- 10. Parish Council meetings: Dates approved by the PC but subject to change, 2020:** 18<sup>th</sup> May APM followed by the AGM, 20<sup>th</sup> July, 21<sup>st</sup> September, 21<sup>st</sup> and 1<sup>st</sup> November.

Elizabeth Jenkins  
Parish Clerk  
14<sup>th</sup> April 2020

**APPROVED**