

Minutes of the Parish Council Meeting held on Monday 2nd September 2024

Present:

Geoff Webster	(GW)	Vice-Chair
Joe Deane	(JD)	Councillor
Jim Coleman	(JC)	Councillor
Sandra Cosier	(SC)	Councillor
Ellen Judson	(EJ)	Councillor
Trudi Gasser	(TG)	Parish Clerk

In Attendance:

11 Members of the public
Steve Cosier (SCo) District Councillor (part)

MIN REF	ITEM
	All Councillors introduced themselves
24/057	APOLOGIES FOR ABSENCE Keith Hickson (KH) Chair Charlie Maynard (CM) District Councillor Dan Levy (DL) County Councillor
24/058	DECLARATIONS OF INTEREST No Declarations made.
24/059	APPROVAL of MINUTES Minutes Parish Council Meeting of the 1 st July 2024 were approved for publication.
24/060	MATTERS ARISING Minutes approved JD progressing broadband and obtaining quotes TG to circulate the list of actions for the new councillors to progress the outstanding actions.
24/061	West Oxfordshire District Council is in the process of introducing the Community Infrastructure Levy (CIL) into West Oxfordshire and is consulting on a new draft CIL charging schedule. The consultation is taking place over an extended 8-week period from Friday 2nd August – Friday 27th September 2024. SC strongly recommended the PC to submit comments to the draft. TG to send details to PC for comment. The District Housing Plan will shortly be reviewed by WODC, SC strongly advised the PC to start thinking about the plan and the implications for the parish so it is ready to comment, etc.
24/062	QUESTIONS FROM MEMBERS OF THE PUBLIC Cyclepath: a member of the public expressed an interest in a cycle path to

	<p>Eynsham, it was noted that the bridleway from Steadys Lane to Pinkhill had been considered previously, two areas of this route are unrideable and it appeared that the landowners of the areas were not keen on improving. It was asked whether the reason for no further progress was due to usage or money?</p> <p>The PC would refer this to CM & SC, as CM had previously been progressing the cycle route to Eynsham. JD suggested that a possible route would be the boundary of the field alongside the B4449 to Eynsham, as these fields would be gravel extracted in the future.</p> <p>Potholes: It was mentioned that the roads in the parish are in a poor state with an increasing number of potholes.</p> <p>KH is a 'pothole superuser' and would be asked to update the PC at the next meeting. There was a suggestion that maybe a further 'superuser' could be recruited to keep on top of the issue.</p> <p>Hedges: It was questioned who is responsible for hedge trimming as there were a few overgrown hedges in the Parish, most notably along Sutton Lane and the hedge along the Main Road by the traffic calming bollards.</p> <p>The PC confirmed that the landowner is responsible, however, if it was a question of safety, action would be taken. The PC are to review the hedges in question.</p>
24/063	<p>PLANNING</p> <p>3 applications had been received for comment:</p> <p>Reference: 24/01726/HHD Address: Farmside Sutton Lane Sutton Witney Oxfordshire OX29 5RU Proposal: Demolition of single storey rear extension and porch, erection of two storey rear extension, conversion of outbuilding into a utility room and associated works</p> <p>Reference: 24/01880/FUL Address: 10 Council Houses Blackditch Stanton Harcourt Witney Oxfordshire OX29 5SQ Proposal: Construction of a detached self-build dwelling.</p> <p>Reference: 24/02040/FUL Address: Pummys Cottage 57 Sutton Lane Sutton Witney Oxfordshire OX29 5RY Proposal: Demolition of existing dwelling and erection of self-build replacement dwelling, garage and garden store</p> <p>All applications were circulated to Councillors for comment. TG reminded the councillors how important it is to submit comments promptly.</p>
24/064	<p>VILLAGE HALL</p> <p>Car Park</p> <p>Jenny, who is managing the project, was unable to attend the meeting, but</p>

	<p>provided the following update:</p> <p>In respect to the car park, there have been a couple of delays due to finding a Thames Water leak and more electric cables than anticipated! However, the car park is due to be finished on Wednesday 4th September. Massive thanks to Hitesh and all the shop users for putting up with the works, although everyone agrees that it'll be so much better once it's finished</p> <p>As an FYI, the fence around the car park will be the next thing on our list to do as it now looks REALLY tatty!</p> <p>It was reported that the Village Hall Committee are in the process of obtain 3 quotes to replace the fence.</p>
24/065	<p>COUNCILLOR RESPONSIBILITIES</p> <p>The amended list of responsibilities was circulated and approved by the PC. TG to post a copy on the PC website.</p> <p>The outstanding actions from previous meetings are to be reviewed at the next meeting, once a briefing has been given by the previous responsible member of the PC.</p>
24/066	<p>PC WEBSITE</p> <p>Subject: Proposal to Adopt a .gov.uk Domain for Enhanced Credibility, Administration, and Security</p> <p>Dear Parish Council Members,</p> <p>I am writing to propose that our council adopts a .gov.uk domain for our official online presence. Moving to a .gov.uk domain will significantly benefit our council in terms of credibility, administration, and cyber security. Below, I outline the key reasons why this transition is in the best interest of our council and the community we serve, along with a suggested domain name that complies with .gov.uk naming rules.</p> <p>1. Enhanced Credibility</p> <p>A .gov.uk domain is exclusively available to UK public sector organizations, making it an immediate marker of legitimacy and trust. By adopting this domain, we will enhance the professionalism and reputation of our council. Residents and external stakeholders will easily recognize that they are engaging with an official government body, which will foster greater trust in our communications and services.</p> <p>2. Improved Administrative Efficiency</p> <p>Transitioning to a .gov.uk domain will allow us to centralize the management of our email accounts and online services. This centralization will streamline administrative tasks such as onboarding and offboarding council members, managing Freedom of Information requests, and maintaining continuity in communication. The ability to manage these processes centrally will reduce the risk of miscommunication and ensure that all council correspondence is securely handled within official channels.</p> <p>3. Superior Cyber Security</p>

	<p>A .gov.uk domain comes with enhanced security features, including mandatory compliance with Cyber Essentials standards and continuous monitoring by government teams, such as the National Cyber Security Centre. These measures will help protect our council from phishing attacks, spoofing, and other cyber threats, ensuring that our communications and data remain secure. Given the increasing prevalence of cyber threats, this level of protection is crucial for maintaining the integrity and confidentiality of our council's operations.</p> <p>4. Permanent Domain Ownership Unlike other domains, such as .co.uk or .org, which can be lost or sold if not renewed, a .gov.uk domain is permanently tied to our council. This guarantees continuity and peace of mind, ensuring that our domain remains under our control indefinitely.</p> <p>Proposed Domain Name In compliance with the .gov.uk naming rules, I propose the following domain name for our council: stantonharcourt-pc.gov.uk This domain name is concise, easily recognizable, and clearly reflects our council's identity. It will be simple for residents, partners, and stakeholders to remember and use in their interactions with us.</p> <p>Conclusion and Recommendation Given the significant benefits outlined above, I strongly recommend that our parish council adopts the proposed .gov.uk domain for our official use. This move will not only enhance our credibility and administrative efficiency but also provide us with superior security protections that are critical in today's digital landscape. I also propose that empower the subcommittee to agree migration or redesign of the current web pages and email and gather the necessary 3 quotations to be presented to this council for a decision on which hosting/design service we will use. I am confident that this change will greatly benefit our council and the community we serve.</p> <p>GW proposed that the PC accept his proposal, JC seconded, all voted in favour. It was RESOLVED that the GW should obtain quotes and report back to the PC at the next meeting.</p>
24/067	FINANCE
	<ul style="list-style-type: none"> • TG provided a finance update. • The revised mandate was not available to be signed at the meeting. Councillors agreed that it would be signed as soon as it's available.
24/068	CORRESPONDENCE
	<p>Cemetery Bins:</p> <p>I go every Friday to the cemetery and have for some time been concerned about the state of the bins there. Last Friday they were overflowing and unsorted</p> <p>John Woodward does a sterling job in keeping the cemetery tidy and grass cut but I am appalled at the lack of care that the people show to him in relation to the bins.</p> <p>There is a rubbish bin and a green bin, though I have heard that neither are</p>

	<p>collected by the normal household rubbish collection which seems unfair. I gather John has to transport them to his home and re sort the bins as the green bin is stuffed with plant waste AND cellophane, artificial flowers etc.</p> <p>Unfortunately I can sympathise as it is a very hard stretch to reach the rubbish bin with the flower wrappings and I am tall.</p> <p>These bins do not need to be put one behind the other in that little shelter as they are waterproof, so my suggestion is that the chain is extended and the bins padlocked to sit OUTSIDE the shelter, side by side with large notices on to ask people to sort their rubbish into the two bins.</p> <p>Can I record a big thank you to John Woodward for his care in maintaining these spaces around our village. He is so considerate when the noise of the strimmer might impact on a peaceful few minutes of thought at the graves. Well done John.</p> <p>TG to contact WODC to explore options for the green bin to be emptied and the provision of a waste bin at the cemetery.</p> <p>Royal British Legion – Remembrance Sunday.</p> <p>Following last year, when the PC supplied the use of the Guardroom room to RBL for Remembrance Sunday, a request had been made for the Guardroom to be provided again. JD proposed the PC supply the Guardroom free of charge, GW seconded, all in favour. It was RESOLVED.</p>
24/069	<p>ANY OTHER BUSINESS</p> <p>Winter Salt Supply: The PC need to decide whether more salt will be required for this winter as the application for a free supply is now open. EJ will survey the bins. The PC are to find a suitable storage place for the salt supply. EJ/TG to progress.</p>
24/070	<p>NEXT MEETING</p> <p>7.30pm on Monday 7th October in the John Holland Room at the Village Hall.</p>

Signed

Date