



# CROWMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting  
Held at Crowmarsh Gifford Village Hall on Thursday 6<sup>th</sup> August 2015,  
starting at 7.30pm**

**Present:**

Mr J Griffin (Chair)	Mr D Mannering
Mr N Hannigan	Mr S Sherbourne
Mrs F Jones	Mrs F Stevenson

**Attending:** Ms C M Malcolm (Finance Officer), Mrs A Sharp, Mrs M Fillmore, Mr A Hermsen. One member of the public attended part of the meeting.

**Apologies:** Received from District Councillor Pullen, District Councillor Felix Bloomfield, Prof A Johnson, Mr S Soames and Mrs S Rance (Clerk).

**Declarations of interest:** Cllrs Griffin, Stephenson and Jones declared an interest in application P15/S2162/PSP

The meeting was quorate.

No.		ACTION
4365	<b>NEW PARISH COUNCILLORS</b>  Cllr Griffin introduced Mrs A Sharp, Mrs M Fillmore and Mr A Hermsen all Crowmarsh Gifford residents who wished to be considered for co-option to Council. Each was given the opportunity to speak about their time in Crowmarsh and why they wished to become parish councillors. They then left the room while Council voted on their applications. Council voted unanimously to accept them as new members. Acceptance of office forms were signed enabling the new members to participate in the rest of the meeting.	
4366	<b>REPRESENTATIONS FROM MEMBERS OF THE PUBLIC</b>  A Crowmarsh Gifford resident spoke to Council of his concern that a long standing access path The Street and Bellamy Way / Recreation Ground is to be gated and its use denied to residents. Mr Hermsen declared an interest in the item as the owner of the property over which the path runs.	

	<p>Cllr Griffin advised that his understanding was that this was an established public right of access on foot to Bellamy Way and the Recreation Ground.</p> <p>After discussion Mr Hermsen advised that although a gate is to be erected it will not be locked and the right of way will still be accessible for residents.</p>	
<b>4367</b>	<p><b>MINUTES OF PREVIOUS MEETING</b></p> <p>Cllr Jones advised that the letter mentioned in Item 4358 of the minutes was not to complain against the decision on landscaping, but to ask Lister Wilder when they intend to implement the planning condition regarding landscaping.</p> <p>Noting the above amendment the Minutes of the meeting held on 2<sup>nd</sup> July were approved as a true record and signed by the Chairman.</p>	
<b>4368</b>	<p><b>MATTERS ARISING FROM PREVIOUS MINUTES</b></p> <p><b>Item 4358</b> – Lister Wilder Appeal Decision. As noted above Cllr Jones advised that the letter she had drafted was not ask Lister Wilder when they intend to implement the landscaping.</p> <p>Cllr Hannigan advised that having spoken to the planning officer the issue is now with the enforcement team. A letter will be sent to Lister Wilder.</p> <p><b>Item 4359</b> – Cllr Jones attended a small meeting about the future of the 134 bus service. Due to financial regulations OCC are unable to award the contract to the existing provider Go Ride CIC. However, in the absence of an alternative they have awarded Go Ride a three-month contract and are looking for another provider. OCC are unable to award more than two such short-term contracts.</p> <p>A decision about the viability of the service will be made later this year. The consultation regarding all local bus service subsidies ends in mid-September.</p> <p><b>Item 4354</b> - Grass cutting. Cllr Sherbourne reported that Scofell had had difficulty accessing the play area at Robert Sparrow Gardens for cutting. Cllr Hannigan said he would pass on his key for the area to Scofell.</p> <p>Cllr Griffin queried whether the piece of grass between Botany Gardens and Crowmarsh Hill had been cut.</p> <p><b>Item 4356</b> – The Finance Officer advised that she had cancelled the Chubb contract and that there will be a charge associated with the cancellation.</p> <p><b>Item 4359</b> – The letter drafted by Cllr Sherbourne regarding the</p>	<p><b>JG</b></p> <p><b>NH</b></p> <p><b>SS/JG</b></p>

	4074 is to be sent to the Police.	
4369	<p><b>FINANCE</b></p> <p><u>(a) Payments made in July</u></p> <p>A schedule of payments made in July was presented. In addition the following payments were put forward for approval.</p> <ul style="list-style-type: none"> <li>• Expenses claim for Chris Strange</li> <li>• External audit fee</li> </ul> <p>It was noted that the salaries paid this month included the 1% pay rise for staff agreed by councillors at the last meeting, backdated to 1<sup>st</sup> April.</p> <p>It was proposed by Cllr Hannigan and seconded by Cllr Sherbourne that the payments be approved and this was agreed.</p> <p><u>b) Accounts Status at 31<sup>st</sup> July 2015</u></p> <p>The accounts status report was presented.</p> <p>The accounts at 31<sup>st</sup> July were presented and it was noted that expenditure was broadly on track, with the next tranche of the Precept due in two months.</p> <p><u>c) To accept the annual return and external auditors' report for 2014-15</u></p> <p>The FO advised that the external auditor had not raised any issues with the accounts.</p> <p>Cllr Griffin proposed that Council accept the annual return and auditors report for 2014-15. This was seconded by Cllr Sherbourne and agreed.</p> <p><u>d) Other Matters</u></p> <p>The FO requested that the Direct Debit payable to British Gas for gas use at the Pavilion be changed from fixed to variable, due to concerns that the fixed amount paid each month is not covering costs some months and that a deficit is building up. This would be in line with the Direct Debit for electricity which is currently variable.</p> <p>This was agreed with the caveat that the FO first speak with Chris Strange who is responsible for meter readings.</p>	SSh

<p><b>4370</b></p>	<p><b>CHAIRMAN'S REPORT</b></p> <p>a) <u>Vacancies for Parish Councillors</u></p> <p>Cllr Griffin advised that with the new members co-opted at this meeting Council now have 11 members, 1 short of full membership.</p> <p>b) <u>Long Service Awards for Councillors</u></p> <p>In the absence of Cllr Johnson this item was deferred until the next meeting. Advice would be sought from OALC.</p> <p>c) <u>Update on Flower Tubs</u></p> <p>Cllr Sherbourne advised that now the summer season had passed the aim should be to get bulbs planted in the tubs by October ready for spring. Cllr Griffin suggested that this issue should be taken on by The Recreation &amp; Environment committee with Cllr Sherbourne being co-opted for the purposes of this project.</p> <p>Cllr Sherbourne will work with the committee on the practicalities of getting the flower tubs planted and in place. He will provide a report to the next Council meeting and asked that an item be added to the agenda for September's meeting.</p> <p>d) <u>Vacancy on Chilterns Conservation Board</u></p> <p>Cllr Griffin reminded members that the Chilterns Conservation Board, the statutory body responsible for conserving and enhancing the natural beauty of Chilterns, have a vacancy for an Oxfordshire Parish Council representative. Three candidates have put their names forward and Cllr Griffin had circulated their biographical information to members prior to the meeting. After a brief discussion Cllr Sherbourne proposed Council vote for Susan Biggs, Seconded by Cllr Jones. Cllr Griffin undertook to submit the voting form on behalf of Council.</p> <p>e) <u>Management of Noticeboards (FJ)</u></p> <p>Cllr Jones proposed that a clearing of noticeboards should be undertaken on a regular basis.</p> <p>Council expressed concern that space on noticeboards is being taken by long-term notices about regular activities and classes, which sometimes means there is no room for new notices. Cllr Griffin felt that this can be managed informally and will continue to monitor noticeboards.</p> <p>Cllr Griffin noted that some noticeboards are in a fairly poor state of repair and Council should review, at some point, which ones</p>	<p><b>Clerk</b></p> <p><b>SSh/ Clerk</b></p>
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	should be repaired or replaced.	
<b>4371</b>	<p><b>PLANNING</b></p> <p>Cllrs Griffin, Stephenson declared an interest in application P15/S2162/PSP</p> <p><b>Decisions:</b> The Council noted the following decisions by SODC:</p> <p>P15/S1272/FUL (Full Application): Provision of floodplain compensation areas, to compensate for floodplain volume occupied by proposed access road to Riverside Park. Land South of The Street, Crowmarsh Gifford: PERMISSION GRANTED.</p> <p>P15/S1470/FUL : Variation of condition 15 (demolition of existing dwellings) of planning permission P10/W1752, to allow the retention of the art room building. Demolition of existing dwellings and associated ancillary buildings. Construction of five detached replacement dwellings. Creation of three new vehicle and one new pedestrian gate through existing boundary wall. The Old Walled Garden, Mongewell Park, Mongewell (in the parish of Crowmarsh), OX10 8DA: PERMISSION GRANTED.</p> <p>P15/S1638/HH (Householder): Demolition of porch and construction of single storey porch/cloakroom extension. 37 Newnham Green, Crowmarsh Gifford, OX10 8EW: PERMISSION GRANTED.</p> <p>P15/S1794/LB (Listed Building): Removal of modern paint and cement-based renders from the interior and exterior of the building and replacement with breathable lime-based materials. Kimberley Cottage, The Street, North Stoke (in the parish of Crowmarsh), OX10 6BL: PERMISSION GRANTED.</p> <p><b>Applications:</b> The Council agreed its response to SODC on the following applications:</p> <p>P15/S2066/HH (Householder): Proposed ground floor rear extension. Proposed ground and first floor side and rear extension. 16 Wallingford Road, North Stoke (in the parish of Crowmarsh), OX10 6BB: RECOMMEND APPROVAL.</p> <p>P15/S2155/HH: Two-storey extension to rear. Millstone Cottage, The Street, North Stoke (in the parish of Crowmarsh), OX10 6BL: RECOMMEND APPROVAL.</p> <p>P15/S2158/FUL (Full Application): Proposed partial demolition of The Springs Hotel and part conversion, along with new build development to create 19 dwellings. The Springs Hotel, Wallingford Road, North Stoke (in the parish of Crowmarsh),</p>	

	<p>OX10 6BE: RECOMMEND REFUSAL for the following reasons:</p> <p>The design and proposed materials for the new build development are totally out of character and appearance for the North Stoke Conservation Area and will detract from the visual amenity of this part of the Chilterns Area of Outstanding Natural Beauty.</p> <p>The reopening of the old access onto the B4009 is in contravention of condition 15 of planning permission P89/W0677, which states: <i>“the existing accesses to the hotel shall be permanently closed to all vehicular traffic in accordance with a detailed scheme”</i>. In the intervening period since permission for P89/W0677 was granted the volume of traffic using the B4009 has increased significantly and the proposed one-way system will involve traffic having to perform a right turn across oncoming traffic without the necessary visual field to perform this manoeuvre safely.</p> <p>The provision of 19 new units is a significant development for a hamlet the size of North Stoke and there seems to be no provision for social housing.</p> <p>Crowmarsh Parish Council notes with regret the loss of a significant amount of hotel rooms in the South Oxfordshire area.</p> <p>P15/S2162/PSP: Installation and operation of a rooftop mounted solar PV system. Howbery Park, Benson Lane, Crowmarsh Gifford, OX10 8BA: RECOMMEND APPROVAL.</p> <p>Cllrs Griffin, Stephenson declared an interest in application and took no part in the discussion or decision.</p> <p>P15/S2274/HH (Householder): Two storey and single storey extensions and alterations to property. 2 Jethro Tull Gardens, Crowmarsh Gifford, OX10 8DS: RECOMMEND APPROVAL.</p> <p>P15/S2315/FUL (Full Application): Removal of condition 4 of planning permission P13/S1462/FUL. Demolition of existing house. Erection of new dwelling and ancillary works. Larkrise, Sheepcote Farm, Mongewell (in the parish of Crowmarsh), OX10 8BP: RECOMMEND REFUSAL for the following reason.</p> <p>Crowmarsh Parish Council is of the opinion that high standards of sustainable design and construction in accordance with Policy CSQ2 of the South Oxfordshire Core Strategy 2027 and the National Planning Policy Framework should be maintained.</p> <p>P15/S2342/FUL (Full Application): To erect 2.4m high Safety Hoarding around the office and security gate after extensive fire, as advised by our Insurance Company. Council Offices, Benson Lane, Crowmarsh Gifford, OX10 8ED: RECOMMEND APPROVAL.</p>	
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	<p>P15/S2401/HH (Householder): Garden pavilion. Waterside House, Mongewell Park, Mongewell (in the parish of Crowmarsh), OX10 8DA:</p> <p>P15/S2401/HH - After much discussion Council decided to record a recommendation of NO STRONG VIEWS.</p>	
<b>4372</b>	<p><b>REPORTS OF COMMITTEES</b></p> <p>Cllr Griffin asked that an item be added to a future agenda to discuss membership and responsibilities of all committees.</p> <p><u>Environment &amp; Recreation Ground</u> There was no report.</p> <p><u>Traffic and Transport</u> Cllr Jones had nothing to add to the briefing given earlier in the meeting.</p> <p>Cllr Griffin reported that County Cllr Mark Gray was looking at options to provide community transport solutions to some of the bus services affected by cuts in subsidy and these maybe options for the Parish Council to explore.</p>	
<b>4373</b>	<p><b>CORRESPONDENCE</b></p> <p>The following correspondence was discussed</p> <p><u>SODC – Open Space Audit.</u> Cllr Griffin advised that he had responded to this survey from SODC who were trying to establish what open space exists in each Parish, including allotments, recreation grounds and commons. He had also asked SODC about the purpose of the audit but had yet to receive a reply.</p> <p><u>Thames Water – request for identification of privately owned sewage pumps</u> Cllr Griffin advised that a piece had been printed in Crowmarsh News already.</p> <p>Cllr Jones asked if a survey of litter bins in the parish could be conducted. After a brief discussion it was agreed this should be</p>	

	done after the new bins have been purchased and put in place.	
<b>4374</b>	<p><b>UPDATE ON WEBSITE</b></p> <p>Cllr Stephenson reported that there had been problems with the website which meant that it was not available for a period of time, although it is now back online. In response to the issue she has now moved the website to her server which means that if any issues arise it will be easier and quicker to solve them</p> <p>Cllr Griffin asked Cllr Stephenson to check if all issues of Crowmarsh News are available on the website and offered to help with scanning if necessary.</p> <p>Cllr Hermsen volunteered to investigate how the size of the Crowmarsh News PDF file can be reduced so that it can be directly uploaded to the website.</p>	<p><b>FS</b></p> <p><b>AH</b></p>
<b>4375</b>	<p><b>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</b></p> <p><u>River Users Group 3 (RUG3)</u></p> <p>Cllr Mannering volunteered to fill the vacancy to represent Council on RUG3.</p>	
<b>4376</b>	<p><b>REPORT FROM THE DISTRICT COUNCILLOR</b></p> <p>Cllr Griffin had contacted district councillor Bloomfield with a request for an update on the SODC site and for an update for Crowmarsh News.</p> <p>Cllr Bloomfield had responded to say he is expecting an announcement very shortly regarding the future of the SODC site at Crowmarsh but does not have a date.</p> <p>SODC will be at 135 Milton Park for a minimum of 3 to 4 years having taken a lease on the building.</p> <p>He believes that as SODC are working jointly with Vale of the White Horse District Council it would make sense for SODC to eventually move more centrally to both districts, but any such decision won't be made yet and only if SODC don't move back into Crowmarsh.</p> <p>Cllr Bloomfield advised that he intends to send regular district updates.</p>	
<b>4377</b>	<p><b>REPORT FROM THE COUNTY COUNCILLOR</b></p> <p>No report had been received from County Cllr Gray.</p> <p>Cllr Jones suggested Council should ask Cllr Gray to provide input on the most recent OCC Minerals and Waste plan and</p>	



	advise on what, if anything, Council should be commenting on.	
<b>4378</b>	<b>DATE OF NEXT MEETING</b>  The next Parish Council Meeting will be held at Crowmarsh Gifford Village Hall on Thursday 3 <sup>rd</sup> September starting at 7.30pm.	
<b>4379</b>	<b>ANY OTHER BUSINESS</b>  Cllr Sherbourne asked councilors to bring suggestions for any strategic community projects to the next meeting for discussion.  Cllr Sharp asked why the use of speed bumps on The Street had not been extended further into the village and along to the bridge to slow down traffic. Cllr Griffin advised that the existing speed bumps had been put in as a response to air quality around Lamb crossroads in Wallingford to try to deter people from driving through the centre of Wallingford. He felt that in the current financial climate it was unlikely that further speed bumps would be provided.  Cllr Stephenson gave her apologies for the next meeting.  Cllr Griffin reported that the seat at the Benson Lane bus stop had broken and been removed. He suggested that Council might look at putting a small bus shelter there. He asked that the item be added to the agenda for a future meeting.	<b>Clerk</b>
	The meeting closed at 9:45pm.	