



CROMMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crommarsh Gifford Village Hall on Thursday 3rd August 2017
starting at 7.30pm**

Present:

Mrs D Hall	Mr D Rowley
Mr N Hannigan (Chair)	Mr S Soames
Mrs F Jones	Mr D Topliss

Attending: Mrs Y Peet (Finance Officer) and Mrs S Rance (Clerk).

Apologies: Received from Mr J Griffin, Prof A Johnson, Mr D Mannering, Mr S Sherbourne and Mrs F Stevenson.

Declarations of interest: None.

The meeting was quorate.

NO.		ACTION
4631	MINUTES OF THE MEETING HELD ON 6TH JULY 2017 Correction to previous minutes: Item 4624 Neighbourhood Plan. Cllr Jones reported that she has not been involved in putting together the draft plan. Subject to this correction, the Minutes of the meeting held on 6 th July 2017 were approved as a true record and signed by the Chairman.	
4632	MATTERS ARISING FROM PREVIOUS MINUTES <u>Item 4619 Trees at Wallingford Bridge:</u> The Clerk has emailed the Town Council about the overhanging trees at Wallingford Bridge and a response is awaited. <u>Item 4619 Fence at Howbery Farm:</u> Cllr Griffin will contact the resident of Howbery Farm to discuss the fence. <u>Item 4620 A4074:</u> The traffic survey has been postponed until September as a survey done during the school holidays would not reflect the true situation.	JG

	<p><u>Item 4620 Traffic in North Stoke</u>: Cllr Soames has not yet had any contact from Mark Francis about highways problems in North Stoke.</p> <p><u>Item 4621 Strategic Priorities</u>: Cllr Sherbourne is drafting a letter to be circulated to other parish councils with a view to arranging a meeting to discuss collaboration on leisure and other facilities. It was noted that the letter will be sent to Brightwell and Wallingford councils as well as to Benson and Cholsey.</p> <p><u>Item 4622 Allotments</u>: The Finance Officer reported that there are three outstanding invoices for allotment rent. These are being chased up.</p> <p><u>Item 4623 Vacancy for Parish Councillor</u>: The Clerk has posted the notice of a casual vacancy on the noticeboards.</p> <p><u>Item 4624 Neighbourhood Plan</u> The Clerk reported that there are 709 households in Crowmarsh Parish. Of these, 75 are in North Stoke. On 23rd September there will be a public exhibition in Crowmarsh Gifford about the neighbourhood plan and a further one a week later in North Stoke.</p> <p><u>Item 4625</u> The charges for hiring the pavilion and recreation ground have been posted on the community website.</p> <p><u>Item 4626 Environment and Recreation Ground</u>. The Clerk reported that Mr Bellamy and Mr Strange will be doing a search at the pavilion office to locate the title deeds for the pavilion and recreation ground.</p> <p><u>Item 4626 Grass Cutting</u>: Berinsfield Community Business have had problems accessing the play area at Robert Sparrow Gardens in order to cut the grass. There has also been some confusion about invoicing for the verges and the two recreation grounds. The Finance Officer is in touch with the contractor in order to resolve this.</p> <p><u>Item 4626 Ash Tree at Jethro Tull Gardens</u>: Quotes are to be obtained for felling the ash tree. It has been agreed to replace the tree with three trees on the edge of the green area in order to deter motorists from parking there.</p> <p><u>Item 4627 Wallingford Festival of Cycling</u>: Some complaints were received from residents about this event due to the length of time that the roads were closed. Cllr Jones has written to the organisers about inappropriate signage and has received an acknowledgment.</p>	<p>MG</p> <p>SSh</p> <p>RFO</p> <p>RFO</p>
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	<p><u>Item 4628 Wallingford Bridge Estate Charity and Emery Owen Trust:</u> The Clerk reported that the term of office of each of these charities is four years. Cllr Sherbourne has expressed interest in becoming a trustee of the Wallingford Bridge Estate Charity and this will be discussed at the September meeting.</p>	<p>Clerk (Agenda)</p>
<p>4633</p>	<p>FINANCE</p> <p>a) A schedule of payments made since the last meeting was circulated. It was proposed by Cllr Rowley and seconded by Cllr Soames that the payments be approved and this was agreed. Herbicide treatment has been carried out at the nature area. A vote of thanks was made to Cllr Sherbourne for planting geraniums in the flower tubs at the roundabout and also to Cllr Soames for those in North Stoke.</p> <p>b) A financial report for the first quarter, to 30th June was presented showing the accounts status is similar to the first quarter of last year. The grass cutting invoice for April has been paid but two more, for May and June, will be paid in July. The Finance Officer has started to show the income separately for the pavilion and the recreation ground, which will enable more accurate analysis of the figures.</p> <p>c) The Finance Officer had received a new bank mandate for granting read only internet access for the RFO to the bank account. This was signed by Cllrs Hannigan and Soames.</p> <p>d) The accounts have now been sent to the external auditor. There was one query about the increase in the value of the asset list. This was due to the two new laptops, the new basketball area and the new bus shelter opposite the village hall.</p> <p>e) Allotments. It was suggested that an allotments association could be started. Currently there are about twenty allotments in total.</p> <p>f) Requests for grants and donations</p> <ul style="list-style-type: none"> • A request for £250 has been received from Soldiers of Oxfordshire, for the museum in Woodstock. The Finance Officer will check whether a donation has been made in the past. • A request has been received from Guideposts, an organisation established in 1972, to support disadvantaged people in the local community. The Clerk will make 	<p>RFO</p>

	enquiries about what they are doing to help people in the immediate vicinity.	Clerk
4634	<p>CHAIRMAN'S REPORT</p> <ul style="list-style-type: none"> • The Chairman reported on a request from Sonning Common, which is one of the 12 larger villages, to liaise with other larger villages on the question of housing development. Crowmarsh Gifford is classed as a larger village due to the business park in the parish and its proximity to Wallingford. Nettlebed is classed as a larger village because it is the biggest community between Wallingford and Henley. • John Howell, MP has offered to meet with the local plan group about neighbourhood planning. It was agreed to take up this offer. • A reminder about the need for a signature on the grass cutting agreement with Oxfordshire County Council has been received. This will be passed to Cllrs Griffin and Hannigan. 	JG/NH
4635	<p>PLANNING</p> <p>Decisions: The Council noted the following decision from SODC.</p> <p>P17/S0915/HH (Householder): Application proposal, including any amendments: Proposed single storey rear and side extension following demolition of existing conservatory addition. 52 Newnham Green, Crowmarsh Gifford, OX10 8EP. PERMISSION GRANTED.</p> <p>Applications: The Council was asked to agree its response to SODC on the following applications:</p> <p>P16/S3852/FUL (Full Application): Amendment no. 2, dated 14th July 2017. Hybrid planning application for the erection of 100 new residential dwellings including new access road off the A4074, public open space (full application) and the provision of school land (outline application). (As amended by plans and supporting documents accompanying agent's letter dated 12th June 2017 and clarified by advice note accompanying agents e-mail dated 14th July 2017). Land at Newnham Manor, Crowmarsh Gifford, OX10 8ED. RECOMMEND REFUSAL as per original application.</p> <p>P17/S2309/FUL (Full Application): Detached dwelling. 27 Benson Lane, Crowmarsh Gifford, OX10 8ED. RECOMMEND REFUSAL for the following reason.</p> <p>The size and position of the proposed development is significant for a relatively small parcel of land. The scale, bulk and design</p>	

	<p>of the proposed dwelling is out of character for the area and is considered to be over-development of the site.</p> <p>P17/S2363/FUL (Full Application): Proposed garage conversion. Change existing garage into a ground floor, one bedroom annexe, Sycamore House, 12 Lane End, Crowmarsh Gifford, OX10 8DG. RECOMMEND APPROVAL.</p>	
4636	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation</u></p> <ul style="list-style-type: none"> • A request had been made to SODC for a directional sign to be installed in The Street indicating the access route to the recreation ground. SODC has suggested adding the words 'Recreation Ground' to the street signs for Bellamy Way and Stephens Field with a QR Code for the Bellamy Way sign. After discussion it was agreed that the Clerk will reply that councillors would be happy to agree to the additional wording, but not the QR code and that the council considers that a directional sign in The Street would still be needed. This would be a matter for the County Council. • It was noted that 'Residents Only' signs which have been erected on the footpath at Bellamy Way leading to the recreation ground are not enforceable. There is also a right of way off The Street through to the recreation ground, where a gate has been installed. <p><u>Play Area Action Group</u></p> <ul style="list-style-type: none"> • Cllr Rowley reported that two more quotes have been received and there are two more expected. However not all the quotes are comparable as potential contractors have put in proposals on what they could offer for the indicative budget and not necessarily according to the outline plan which had been drawn up. Further comments are welcomed on the proposed new play area, which is on the community website. <p><u>Traffic and Transport</u></p> <p>A complaint has been received from a resident of Thames Mead about the size and number of lorries delivering to Jewsons, creating congestion and parking on the pavement, particularly during the morning rush hour. Deliveries before 10am are supposed to be booked in with Jewsons to avoid this problem. Cllr Jones will make an appointment to discuss this issue with Jewsons. The Clerk will respond to the resident accordingly.</p>	<p>Clerk</p> <p>FJ/ Clerk</p>

4637	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> Community Resilience Scheme: Cllr Jones reported on a scheme which has been launched by Southern Electric. Councils may apply for 'hydro snakes' at a cost of £1762 for half a pallet. This could be an alternative to sandbags. It was noted that SODC no longer provides sandbags. 	
4638	<p>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p><u>North Stoke Village Hall</u> Cllr Soames reported that alterations have begun and should be finished in the next two weeks. A lottery grant of £10,000 has been obtained and an application has also been made to WREN. It has been decided to paint the hall inside and out at a cost of £5,700. The grant from WREN is dependent on receiving a second grant of at least 10.75% and Cllr Soames would like to apply to the Parish Council for this, which would amount to £738.88. This was agreed in principle. Cllr Soames will write a formal request to the Parish Council and a reply will be needed on a letterhead, agreeing to fund the 10.75% for painting the hall as a community asset.</p>	<p>SS/ Clerk</p>
4639	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 7th September, at Crowmarsh Gifford Village Hall, starting at 7.30pm.</p>	
4640	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> Cllr Jones reported that the notice board at Robert Sparrow Gardens has collapsed. It was noted that all the noticeboards are in need of replacement and this will be discussed at the September meeting. Cllr Hall reported on a proposal to re-route the A4074 near the Crowmarsh roundabout, which will remove six metres of grass verge on the Robert Sparrow Gardens side of the road, as part of the proposed Newnham Manor housing development. Cllr Jones proposed that the Parish Council should invest in a number of display boards which could be used for the neighbourhood plan exhibitions. These could be stored for future use in the Pavilion. Cllrs Hannigan and Jones will research this. 	<p>Clerk (Agenda)</p>
	<p>The meeting closed at 9.08 pm</p>	