



# CROWMARSH PARISH COUNCIL

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**Minutes of the Parish Council Meeting  
Held at Crowmarsh Gifford Village Hall on Thursday 2<sup>nd</sup> February 2017  
starting at 7.30pm**

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**Present:**

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| Mr J Griffin (Chair) | Mrs A Sharp     |
| Mrs D Hall           | Mr S Sherbourne |
| Mr N Hannigan        | Mr S Soames     |
| Mrs F Jones          | Mrs F Stevenson |
| Prof A Johnson       | Mr D Topliss    |
| Mr D Mannering       |                 |

**Attending:** Mrs Y Peet (Finance Officer) and Mrs S Rance (Clerk). County Councillor M Gray attended part of the meeting. One member of the public attended the meeting and one attended part of the meeting.

**Apologies:** Received from District Councillors F Bloomfield and R Pullen.

**Declarations of interest:** None.

The meeting was quorate.

| NO.  |   | ACTION       |
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| 4564 | <p><b>MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> JANUARY 2017</b></p> <p>Additions to previous minutes:</p> <p><u>Item 4559:</u> Grundon has announced a 5.7% increase in their charges <i>for waste collection from the pavilion.</i></p> <p><u>Item 4563:</u> Cllr Hall reported that the average speed of traffic at the Portway has been recorded as 58mph <i>in the 30 mph limit.</i></p> <p>Subject to these additions, the Minutes of the meeting held on 16<sup>th</sup> January were approved as a true record and signed by the Chairman.</p> |              |
| 4565 | <p><b>MATTERS ARISING FROM PREVIOUS MINUTES</b></p> <p><u>Item 4556 Ash Tree at Jethro Tull Gardens:</u> The Clerk will contact the SODC Tree Officer for advice about pruning.</p>   | <b>Clerk</b> |

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|      | <p><u>Item 4556 Grit Bins</u>: The Clerk has made enquiries about the delivery of the new grit bins. OCC Cllr Gray will investigate progress.</p> <p><u>Item 4556 IT equipment for officers</u>: This is in hand.</p> <p><u>Item 4556 Storage of Sandbags</u>: The Village Hall Committee has agreed to the sandbags being stored in one of the sheds at the village hall. FJ will investigate an alternative to the traditional sandbags.</p> <p><u>Item 4556: Letter to Highways re. proposed crossing at A4074</u>: The Clerk has sent a follow-up letter to Mr Geoff Barrell of OCC Highways.</p> <p><u>Item 4556: Trees on Botany Allotments</u>. Mr Tom Cottrell has quoted £700 for four trees to be pruned well back. It was agreed to accept this. Cllr Sherbourne will contact him.</p> <p><u>Item 4556: Surface of Watery Lane</u>. Cllr Mannering will contact Grundons about improvements at Watery Lane.</p> <p><u>Item 4558: Public open space at Croudace development</u>. Cllr Griffin reported that information from Mr Daniel Palmer of SODC has shown that there is a legal agreement dated 2008 relating to this. More information is awaited.</p> <p><u>Item 4558: Riverside Road at Croudace development</u>. The County Council is waiting for the land to be transferred. OCC Cllr Gray will speak to Mr Gavin Belcher about the current situation.</p> <p><u>Item 4559: Defibrillator for North Stoke</u>. Thanks to OCC Cllr Gray for his advice on obtaining a defibrillator for North Stoke through the British Heart Foundation.</p> <p><u>Item 4561</u>: The Clerk will draft a letter to Thames Water for the Chairman's signature, concerning the problems encountered by a local resident.</p> <p><u>Item 4561: Dates of Parish Council meetings</u>: the Clerk has replied to the letter received from a resident.</p> | <p><b>MG</b></p> <p><b>Clerk/<br/>RFO</b></p> <p><b>FJ</b></p> <p><b>SSh</b></p> <p><b>DM</b></p> <p><b>MG</b></p> <p><b>Clerk</b></p> |
| 4566 | <p><b>REPORT OF THE COUNTY COUNCILLOR</b></p> <p>OCC Councillor Gray reported that the 134 bus is now being operated by a new contractor and new timetables have been posted on the relevant bus stops. The bus service will go to Wallingford School from a date to be advised.</p>  |  |

There should be another bus timetable notice board outside Jewsons.

Oxfordshire Clinical Commissioning Group has launched a consultation on the NHS, especially the Horton Hospital in Banbury. The next stage will consider doctors' surgeries and local hospitals.

The County Council still has responsibility for most of the primary schools although most secondary schools have become academies.

A further £7 million in cuts is expected in the OCC budget for 2017-18.. However, there will be 5% extra on Council Tax for adult social care in addition to the 2% general rise: this is a significant increase. This money is to be used to change the way in which care is delivered to those in need. Daytime support is due to undergo major cuts, from a budget of £9 million down to £4.5 million. All services will be brought together and 14 adult day care centres will close. There will also be cuts to day centres and lunch clubs over three years.

OCC has £200 million in grants from central government for specific projects such as road improvements.

Homelessness is an increasing problem. Three hostels are to close in Oxford; each supports 50 people. There will be one complex needs hostel and another one for 40 – 50 people. In addition there are a number of dispersed beds in the area. District councils will provide about 15 beds in the local districts but it is uncertain where these will be. It is estimated that there are 65 homeless people in Oxford alone.

There is a new advisory group for street lighting as a lot of the street lamps are reaching the end of their useful life.

Better broadband for Oxfordshire: 90% coverage has been achieved, and this should rise to 95% by December 2017. There is some money left from Phase 1, which will be used towards Phase 2.

Mr Gordon Hunt of OCC met with Cllr Sherbourne to discuss drainage problems in The Street, due to a section of the ditch having been filled in. He has found a partial solution which is to run a pipe to connect up the two sections of the ditch.

Cllr Gray is now a governor of Crowmarsh Gifford Primary School and reported that he is very impressed.

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|      | <p>Cllr Gray will invite the locality rep from the County Council, Mr Jason Sherwood, to meet with Parish Councillors. Cllrs Hall, Sherbourne and Griffin expressed an interest in attending the meeting.</p> <p>Cllr Gray reported that Cholsey, Moulsoford and Ipsden have joined together for rural grass cutting and would like to invite Crowmarsh to participate. This will be considered for 2018.</p>  |  |
| 4567 | <p><b>REPORTS OF COMMITTEES</b></p> <p><u>Environment and Recreation</u></p> <p>Black poplars have been planted in the nature area.</p> <p>There have been four complaints from neighbours in Jethro Tull Gardens about the new basketball facilities at the recreation ground. The intention was to provide suitable recreation facilities for the community away from the area which is subject to flooding. The situation will be monitored. The cost of the basketball facilities was £6,692.50.</p> <p>Grass Cutting at the Recreation Ground: after discussion it was agreed to recommend Berinsfield Community Business as the contractor for the recreation ground. Mr Chris Strange is happy with this as he has seen their work in other villages.</p> <p>The Environment and Recreation Ground Committee proposed that a fundraising campaign be launched to fund a new children's play area. The current one is 20 years old and the equipment is becoming rotten. It is well used by residents and by visitors.</p> <p>In order to apply for grants it would be necessary to demonstrate community support for the project. It was proposed to display posters at the school for parents and children to sign and also at the village shop. After discussion it was agreed to go ahead with the consultation. The cost of the playground as on the Playdale poster would be £120,000. Cllr Johnson will be seeing other manufacturers in the next few weeks. It was agreed to go to consultation and then review progress.</p> <p>Four or five people will be needed to work on this project; a sub-committee would be ideal. Grant applications should be shared out between several people. Cllrs Sharp, Hannigan and Johnson plus the Finance Officer will form the sub-committee. It would be worth meeting and talking to potential providers of funding and to other parishes who have completed a similar project. Other parishes may also be able to advise on which equipment is the most popular. The proposed new area will be about 20% larger than the existing playground and will incorporate the existing</p> |  |

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|                    | <p>memorial train. The grant application forms will be downloaded in order to check on the process to be followed. The Oxfordshire Playing Fields Association may also be able to give advice.</p> <p>Cllr Johnson will publish a notice in Crowmarsh News to invite residents to sign up to show support at the school, the village shop or the pavilion. The consultation will include mention of the cost involved. Parish Council funds currently stand at £139,000 in total.</p> <p>The next recreation ground management committee meeting will be held in May.</p> <p>The Clerk will circulate again information on the strategic projects which have been identified, for the benefit of new councillors.</p>  | <p><b>AJ</b></p> <p><b>Clerk</b></p> |
| <p><b>4568</b></p> | <p><b>FINANCE</b></p> <p><b>a) Consideration of payments made in January</b></p> <p>The following payments have been made:</p> <ul style="list-style-type: none"> <li>• Arrow Fencing £1,260 for the bus shelter opposite the village hall</li> <li>• £124.75 to Southern Electric</li> <li>• £84.58 to Grundon for refuse collection from the pavilion</li> <li>• £10.70 to the Clerk for expenses incurred.</li> </ul> <p>In addition payment has been made to</p> <ul style="list-style-type: none"> <li>• HMRC for January PAYE income tax.</li> <li>• £754.80 to Scofell for work done at the nature area</li> <li>• £6,292.50 for the basketball facilities</li> <li>• £200.93 to SODC for emptying dog bins.</li> </ul> <p>It was proposed by Cllr Griffin and seconded by Cllr Hannigan that these payments be approved and this was agreed.</p> <p><b>b) Internet banking</b></p> <p>The Finance Officer recommended that consideration should be given to the use of internet banking. She will talk to other parish finance officers and take advice from the Society of Local Council Clerks (SLCC) and the Oxfordshire Association of Local Councils (OALC) who have the necessary expertise.</p> | <p><b>RFO</b></p>                    |

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|  | <p><b>c) Grass Cutting Contracts</b></p> <p>The chosen contractor for grass cutting at Crowmarsh Recreation Ground has increased their price by £30 per cut because they have not been given the contract for the grass verges and public open spaces in Crowmarsh Gifford as well. After discussion it was agreed to accept the recommendation of the Recreation Ground Management Committee and appoint Berinsfield Community Business, who had quoted the cheapest price (proposed by Cllr Hannigan and seconded by Cllr Griffin). Cllr Sharp will contact Berinsfield Community Business.</p> <p>Cllr Sherbourne will research the viability of purchasing a village mower in future. The maintenance cost of this would be around £2,000 per annum.</p> <p><b>d) Requests for grants/donations</b></p> <p>The following grant requests were considered:</p> <ul style="list-style-type: none"> <li>• <u>Citizens Advice Oxfordshire South and Vale</u><br/>The Clerk will request further information.</li> <li>• <u>Oxfordshire Association for the Blind</u><br/>A grant of £100 was agreed.</li> <li>• <u>South and Vale Carers' Centre</u><br/>A grant of £150 was agreed.</li> <li>• <u>Corn Exchange Roof Replacement Fund</u><br/><i>Cllr Jones declared an interest as she is a member of the Sinodun Players.</i><br/>The roof on the Corn Exchange needs replacing. It is hoped to improve insulation and it must remain sympathetic to the listed building. Total cost will be £500,000. The aim is to raise £350,000. The theatre, which was opened in December 1978 and is run by volunteers, already has £150,000 in reserve. It will be closed from June until October while the work is carried out. The Finance Officer will check on the regulations relating to Section 137 donations and the grant will be agreed at the March meeting. The Sinodun Players is a registered charity and owns the building.</li> </ul> | <p><b>AS</b></p> <p><b>SSh</b></p> <p><b>RFO</b></p> |
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| 4569 | <p><b>CHAIRMAN'S REPORT</b></p> <p><u>Consideration of a quarterly meeting to discuss major projects</u></p> <p>It was agreed to meet on Thursday 16<sup>th</sup> March at North Stoke Village Hall, starting at 7.30pm. The Clerk will book the hall.</p>  | Clerk |
| 4570 | <p><b>PLANNING</b></p> <p><b>Decisions:</b> The Council noted the following decision from SODC.</p> <p>P16/S3918/HH (Householder): First floor rear extension over existing. 54 Park View, Crowmarsh Gifford, OX10 8BN. PERMISSION GRANTED.</p> <p><b>Applications:</b> The Council was asked to agree its response to SODC on the following application:</p> <p>P17/S0215LB (Listed Building): Replace porch as original. Kimberley, The Street, North Stoke (in the parish of Crowmarsh), OX10 6BL. RECOMMEND APPROVAL.</p> <p><b>Planning Committee Meeting 1<sup>st</sup> February 2017</b></p> <p>The Council were made aware that application P16/S2961/FUL had come before SODC Planning Committee on 1<sup>st</sup> February. This was a full application for the erection of two detached houses with new (shared) highway access (as amended by drawings accompanying e-mail received 17<sup>th</sup> November 2016 removing car ports, alterations of parking arrangements and reducing extent of flat roof to the side of the dwellings). Having read the Planning Officer's report with a recommendation for approval and the withdrawal of any objection by OCC Highways, the Council maintained its objections, but the Chair of Planning declined to speak at the meeting.</p> <p><b>Town and Country Planning Act<br/>Appeal under Section 78</b></p> <p>P15/S3387/FUL: Demolition of existing buildings and creation of a new headquarters for CABI, erection of 91 dwelling houses, comprising open market and affordable housing, provision of open space, landscaping and parking and other associated works. The residential part of the proposal is made in full while the CABI headquarters part is made in outline form with all matters reserved for future consideration except access, as amended. CABI International, Nosworthy Way, Mongewell (in the parish of Crowmarsh), OX10 8DE.</p> <p>An appeal has been made to the Secretary of State against SODC's decision to refuse the above application. The appeal will be determined on the basis of an inquiry. All representations</p> |       |

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|             | <p>made to determine the application have been forwarded to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal. If the Council wish to make comments, or modify/withdraw any previous representations, they must be received by the Planning Inspectorate by 27<sup>th</sup> February 2017.</p> <p>Cllr Hannigan will ascertain whether the inquiry will be a public one. In this case, it would have Rule 6 status. Cllr Griffin recommended asking the Chilterns Conservation Board for advice.</p> <p>Neighbourhood Planning: Cllr Sherbourne reported on a meeting held in Benson about neighbourhood development plans. Only four so far have been adopted. Cllr Sherbourne would like to ascertain whether previous local plan consultations could be used as a starting point. This will be discussed further in March. It was noted that because SODC does not have a five-year housing land supply plan, Crowmarsh is open to planning applications without a fully signed off neighbourhood plan. Two years is the minimum timescale for a plan to be put in place.</p> |            |
| <b>4571</b> | <p><b>CORRESPONDENCE</b></p> <ul style="list-style-type: none"> <li>• SODC had requested information on the history of the name 'Pocock Lane' in North Stoke. At present, the postcode of Pocock Lane is the same as Cook Lane. Royal Mail do not permit two streets with the same postcode. Cllr Soames will contact SODC to discuss.</li> <li>• Letter from a local resident asking for a footpath on the south side of The Street between the end of the bridge and Watery Lane.</li> <li>• Letter from BT proposing to remove the telephone box outside Jewsons,. It was agreed that this facility is not a necessity as it has only been used for sixteen calls in twelve months.</li> <li>• Neighbourhood Police Update.</li> </ul>   | <b>SS</b>  |
| <b>4572</b> | <p><b>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</b></p> <p><u>North Stoke Village Hall</u>: Cllr Soames reported that the village hall committee is applying for grants to replace the kitchen in North Stoke Village Hall and asked whether the Parish Council, as a trustee of the hall, could pay for the work instead of making a grant to them. The Finance Officer will research this.</p>   | <b>RFO</b> |



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| 4573 | <p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting will be held on Thursday 2<sup>nd</sup> March, at Crowmarsh Gifford Village Hall, starting at 7.30pm.</p>   |               |
| 4574 | <p><b>ANY OTHER BUSINESS</b></p> <ul style="list-style-type: none"> <li>• Parish Council Noticeboards: Cllrs Jones and Sherbourne will carry out a survey of the noticeboards and report back to the Parish Council.</li> <li>• Cllr Jones is re-writing the emergency plan which is now done in a different format.</li> <li>• Mr David Rowley reported on the forthcoming health and well-being open day to be held at Wallingford Medical Centre. This will be publicized in Crowmarsh News.</li> <li>• Cllr Topliss reported that some street signs at Newnham Green are misleading and that all should include house numbers. It was noted that Sally Worsley is the responsible officer for this and new signs with numbers had been installed in several places in Newnham Green in the past.</li> <li>• Mr David Rowley has applied to join the Parish Council as there is one vacancy. It was agreed to co-opt him at the March meeting.</li> </ul> | <b>FJ/SSh</b> |
|      | <p>The meeting closed at 10.25pm</p>   |               |