



CROMMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crommarsh Gifford Village Hall on Thursday 4th April 2019,
starting at 7.00pm**

Present:

Mr J Griffin (Chairman)	Mrs E Ryall
Mr N Hannigan	Mr S Sherbourne
Prof A Johnson	Mr S Soames
Mrs F Jones	Mrs F Stevenson
Mr D Rowley (part of meeting)	Mr D Topliss

Attending: Dr Y Peet (Finance Officer) and Mrs S Rance (Clerk). District Councillor S Cooper and County Councillor Mark Gray attended part of the meeting. Mr Ian Marshall and Mr Jason Sherwood of OCC Highways attended part of the meeting.

Apologies: Received from Mrs D. Hall. The resignation of Mrs P Millar was noted with regret.

Declaration of interest: Cllr S Sherbourne declared an interest in the planning application for 9 Meadow Lane, P19/S0869/HH and took no part in the discussion.

The meeting was quorate.

NO.		ACTION
4855	<p>DISCUSSION WITH OFFICERS FROM OCC HIGHWAYS</p> <p>Mr Ian Marshall and Mr Jason Sherwood were welcomed to the meeting. It was noted that the proposed toucan crossing on the A4074, although bound up with the proposed housing development at Newnham Manor, had been a priority for the Parish Council for many years.</p> <p>Mr Marshall and Mr Sherwood confirmed that they are happy with the proposed toucan crossing and that they have liaised with SODC who are also happy with the proposals. The revised plans (Revision D, dated 25.09.18) have been submitted with the planning application. The Section 106 agreement is being drawn up and this reflects the plans for the crossing. The Parish Council confirmed that they are in favour of the crossing and there is a lot of support for the project in the community. OCC Highways confirmed that they are in favour of the crossing in principle, whether or not it is funded by the Newnham Manor development.</p>	

	<p>It was agreed that the Parish Council will submit another formal request for a toucan crossing on the A4074.</p> <p>Mr Ian Marshall confirmed that of the Section 106 funds for the Newnham Manor development, should it go ahead, £100K will be earmarked for transport services, £17,192 for transport infrastructure, e.g. new bus stops, real time bus information etc., £5,000 to extend the 30mph limit on the A4074 and £1,240 for a green travel plan to encourage residents to be environmentally friendly in their travel arrangements. Mr Marshall will send any additional information to Cllr Griffin.</p> <p>It was noted that the crossings are positioned in such a way as to allow sufficient distance for deceleration and the provision of a bus stop.</p>	
4856	<p>MINUTES OF PREVIOUS MEETING</p> <p>Corrections to previous Minutes:</p> <p><u>Item 4845</u> (d): The new name for Oxfordshire Rural Community Council is Community First Oxfordshire.</p> <p><u>Item 4846</u>: The litter pick was a joint venture with Wallingford 1155 Charity (not Wallingford Town Council).</p> <p><u>Item 4848</u> Planning: Cllrs Griffin and Johnson declared an interest in application P19/S0067/FUL.</p> <p><u>Item 4849</u>: Cllr Stevenson and Mrs Reynolds had publicized the new playground and gym on the parish website and in print.</p> <p><u>Item 4851</u>: River Users' Group: Carbon monoxide alarms will be compulsory from 1st April.</p> <p>Subject to these corrections the Minutes of the meeting held on 7th March were approved as a true record and signed by the Chairman.</p>	
4857	<p>MATTERS ARISING FROM PREVIOUS MINUTES</p> <p><u>Item 4846</u>: CABI Development. SODC had accepted four of the Parish Council's suggestions for street names at the CABI development. Cllr Johnson will write an article for the Crowmarsh News about the history of the names.</p>	AJ
4858	<p>FINANCE</p> <p>a) <u>Payments made in March</u></p> <p>A schedule of payments made in March was presented. It was noted that the new grass cutting contractor, Landscape Group, Oxford had done the first cut at the recreation ground.</p>	

	<p>After discussion it was proposed by Cllr Sherbourne and seconded by Cllr Topliss that the payments be approved and this was agreed.</p> <p>b) <u>Accounts Status at 31st March</u></p> <p>The accounts for the year had not yet been finalized. Income was currently £192,000 and expenditure £277,000. Expenditure on the playground project stands at £182,000 and income £102,000. However a further £80,000 in grants is expected in the near future.</p> <p>c) <u>Review of Salaries</u></p> <p>This was deferred to June except that the Environment and Recreation Ground Management Committee will review Mr Strange's salary at their May meeting and will consider awarding him a bonus for all the extra work he has done for the playground project. Their decision will then be referred back to the Parish Council for ratification.</p> <p>d) <u>Review of Financial Risk Assessment</u></p> <p>The financial risk assessment was reviewed and approved with one minor amendment.</p> <p>e) <u>Review of Financial Regulations</u></p> <p>The financial regulations were reviewed and approved with two minor amendments.</p> <p>f) <u>Review of Publications Scheme</u></p> <p>The publications scheme was reviewed and approved without amendment.</p> <p>g) <u>Requests for grants and donations</u></p> <p>North Stoke PCC had requested a grant of £660 for grass cutting at North Stoke Churchyard and the Pound. £990 was donated last year but due to the summer drought, not all of it had been spent, hence the request for a smaller amount. After discussion it was proposed by Cllr Hannigan and seconded by Cllr Ryall that a grant of £660 be made and this was agreed.</p> <p>h) <u>Any Other Matters</u></p> <ul style="list-style-type: none"> • The Finance Officer reported that she had reviewed the asset list with Mr Strange and has removed any items with 	<p>AJ</p> <p>RFO</p>
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	<p>a value of less than £100. The revised list will be presented at the May meeting.</p> <ul style="list-style-type: none"> • Allotment invoices are being delivered in April. There have been two enquiries about the vacant plots. 	
4859	<p>REPORT OF THE COUNTY COUNCILLOR</p> <p>County Councillor Mark Gray reported as follows:</p> <ul style="list-style-type: none"> • £2 million of growth fund money has been awarded for the Didcot Garden Town project. It is proposed to widen the A34 link road interchange at Didcot, provide two additional river bridges and a bypass for Clifton Hampden. Cllr Griffin would like some surface improvements to the foot/cycle path to South Moreton and will put in a formal request for this. • A strategy to support older people is being developed by a number of agencies. • A women's cycle race in Oxfordshire is planned for later in the year. • In collaboration with the District Councils, 'blue badge' fraud is being investigated. • County Councillors have voted on the Oxford to Cambridge Expressway and all councillors opposed the scheme. A proper consultation on the principle of building this road has been requested. • The climate change emergency motion was unanimously supported by councillors. • A site meeting at Stephens Field will be held with county and district council officers on Friday 12th April to look at the parking problems, signage, need for a bollard and yellow lines. A consultation with residents will take place. Cllr Johnson would like to see improved signage to the recreation ground and will try to attend the meeting. • Cllr Topliss reported that the steps down to the riverside from Wallingford Bridge are still damaged. 	<p>JG</p> <p>AJ</p>
4860	<p>REPORT OF THE DISTRICT COUNCILLOR</p> <ul style="list-style-type: none"> • A vote of thanks was made to District Councillor Cooper for having the road cleaned on Wallingford Bridge. • The planning policy team has summarised comments made on the Local Plan 2050. • The approach road to Oakley Wood recycling centre has attracted a lot of fly tipping, including tyres. The waste team has been alerted. County Councillor Gray will make enquiries. Cllr Ryall reported that there have been many incidents of fly tipping on local farmland. It was noted that tyres can be recycled and used for road building. The Grundon Liaison Group will be informed at their next meeting. 	

	<ul style="list-style-type: none"> • There have been complaints about a new fence being erected, apparently encroaching on land at Botany allotments. However, Cllr Sherbourne reported that the boundary issue has been resolved. • District Councillor Cooper suggested that community service volunteers could be asked to clear land at the allotments. 	
4861	<p>CHAIRMAN'S REPORT</p> <ul style="list-style-type: none"> • <u>Annual Parish Meeting</u> <p>The Annual Parish Meeting will be held on Thursday 16th May at Crowmarsh Gifford Primary School, at 7.00 for 7.30pm. The Clerk will organise tea, coffee and biscuits.</p> <ul style="list-style-type: none"> • It was agreed to invite the Area Commander based at Abingdon Police Station as well as the police community support team. • At RAF Benson, 32 (The Royal Squadron), formerly The Queen's Flight, will be returning for seven months in the near future. The Chairman will invite them to send a representative. <p>The Chairman reported on proposals to confirm a footpath diversion through Mongewell Park Farm.</p>	<p>Clerk</p> <p>Clerk</p> <p>JG</p>
4862	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p>The proposed pedestrian crossing at Portway on the A4074 remains at the top of the strategic priorities list, followed by a crossing in The Street at Crowmarsh. Cllr Sherbourne had suggested that a survey of residents could be carried out inviting ideas for other projects. This will be discussed at the June Parish Council meeting.</p>	<p>Clerk (Agenda)</p>
4863	<p>PLANNING</p> <p>Decisions: The Council noted that there were no decisions from SODC this month.</p> <p>Applications: The Council was asked to agree its response to SODC on the following applications.</p> <p>P19/S0702/FUL (Full Application): Conversion of outbuilding to dwelling with associated parking and landscaping. Oakridge, Nuffield Lane, Benson (in the parish of Crowmarsh), OX10 6QQ: RECOMMEND APPROVAL.</p>	

	<p>P19/S0869/HH (Householder): Proposed ground floor front extension and porch. 9 Meadow Lane, Crowmarsh Gifford, OX10 8BH: RECOMMEND APPROVAL.</p> <p>Neighbourhood Plan</p> <p>The meeting of the Steering Group has been delayed because the Statutory Environmental Assessment (SEA) has not been signed off by SODC. This has seriously affected the delivery date of the Neighbourhood Plan.</p> <p>Street Names and Numbering</p> <p>The new roads on the CABI development are to be named Halifax Road, Elizabeth Road, Hasthorpe Road and Shuttleworth Close.</p> <p>The new dwelling in Benson Lane will be given the number 29.</p>	
4864	<p>REPORTS OF COMMITTEES</p> <p>Environment and Recreation Ground</p> <p><u>Update on Playground and Gym Project</u></p> <ul style="list-style-type: none"> • The Play Inspection Company (RPII Registered) has approved the playground for official opening. There is some tidying up to be done. • The £400 approved to keep the safety fencing in place until the opening will not be needed. Mrs Reynolds has done a risk assessment for the opening. • First Aid – Mr Strange has a first aid kit and there is a defibrillator on site. • No quote has yet been received for grass cutting at the playground. • At the May meeting of the Environment and Recreation Ground Management Committee there will be a discussion on a bonus for Mr Strange. • There has been a delay in obtaining receipted invoices from Eibe. It is hoped that SODC will pay their next instalment on 12th April. • The grant givers will then be asked to make their final payments. It will be necessary to do a survey of the use of the outdoor gym. • Where grass seeding has been done by the zip wires, it has not yet begun to grow; these areas will be fenced off. • Signs have been put in place. • Pre-School will run a cake stall, Cubs and Scouts 	AJ

	<p>will run a barbecue and the primary school will serve drinks.</p> <ul style="list-style-type: none"> • The ceremony will begin at 12.30 and the ribbon will be cut at 12.45. Eibe will take photos and do face painting. Eibe will provide their own gazebo and a memory stick, showing the project progress from the beginning. • Goody bags will be supplied by Active Spaces. • Many thanks to Mrs Reynolds for all the publicity. She has informed Wallingford Herald and all the Wallingford primary and infant schools. After the event there may be an article and photo in Crowmarsh News. • The question of spares and on-going maintenance is still to be agreed. Chris Strange has been given some small fixings spares by Eibe. • The gym will be taped off until after the official opening. • John Howell, MP will visit to see the playground on Friday 5th April at 5.00pm. • A vote of thanks was made to Cllrs Johnson and Rowley and all who have helped with the project. <p>Traffic and Transport</p> <ul style="list-style-type: none"> • Cllr Jones reported that she is unable to continue as Parish Transport Rep in future. It was noted that the PTR does not have to be a parish councillor. • Refresh Pro will send a quote for cleaning the wooden bus shelters. They will need to clean each whole shelter and then re-seal the wood. • It was noted that the bus shelter at Howbery Park was paid for by Howbery Estates. It was agreed to ask them to supply a cigarette bin if not a litter bin. • There have been complaints about inappropriate car parking on the grass verge at Home Farm and in the bus layby opposite. This causes an obstruction and it was agreed to report it to the neighbourhood policing team. 	
4865	<p>UPDATE ON WEBSITE</p> <p>Cllr Stevenson reported that the website was up to date. In future agendas for Parish Council meetings will be posted on the parish website as well as minutes.</p>	FS/Clerk

4866	<p>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p><u>Crowmarsh Gifford Village Hall Committee</u> Cllr Sherbourne reported that Slade Legal is being consulted about the change of trustees for the village hall and fundraising is being considered.</p>	
4867	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Notice of Merchant Navy Day on 3rd September 2019 when the Red Ensign should be flown. 	
4868	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held at North Stoke Village Hall on Thursday 9th May, starting at 7.30pm.</p>	
4869	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • A vote of thanks was made to Cllr Jones for all her hard work over the past four years. 	
<p>The meeting closed at 9.30 pm.</p>		