



# CROMMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting  
Held at Crommarsh Gifford Village Hall on Thursday 7<sup>th</sup> February 2019,  
starting at 7.30pm**

**Present:**

|                         |                 |
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| Mr J Griffin (Chairman) | Mr D Rowley     |
| Mr N Hannigan           | Mr S Sherbourne |
| Prof A Johnson          | Mr S Soames     |
| Mrs D Hall              | Mrs F Stevenson |
| Mrs P Millar            |                 |

**Attending:** Dr Y Peet (Finance Officer) and Mrs S Rance (Clerk). District Councillor S Cooper attended part of the meeting.

**Apologies:** Received from Mrs F Jones, Mrs E Ryall and Mr D Topliss.

**Declaration of interest:**..None.

The meeting was quorate.

| NO.  |   | ACTION |
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| 4829 | <b>MINUTES OF PREVIOUS MEETING</b><br><br>Correction to previous Minutes: Item 4816 Street Lighting in North Stoke: "... a request has been made for the orange street lighting in North Stoke to be replaced with more <u>efficient</u> white LED lamps."<br><br>Subject to this correction, the Minutes of the meeting held on 13 <sup>th</sup> December were approved as a true record and signed by the Chairman. |        |
| 4830 | <b>MATTERS ARISING FROM PREVIOUS MINUTES</b><br><br><u>Item 4816:</u> It was noted that the shrubs on the corner of Portway and Cox's Lane have been pruned by the County Council.<br><br><u>Item 4816:</u> North Stoke Village Hall: Cllr Soames reported that he now has sufficient evidence of ownership of the village hall. A valuation is awaited.  |        |

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|                    | <p><u>Item 4816:</u> Replacement Tree for Jethro Tull Gardens. Cllr Sherbourne reported that the copper beech tree has been planted and has been well watered as it must not be allowed to dry out. A vote of thanks was made to Cllr Sherbourne for his work on this project.</p> <p><u>Item 4816:</u> Culvert at North Stoke: the Finance Officer is in the process of claiming the funding for this work. It was noted that, due to objections from the neighbour, the contractor had been unable to complete the job according to the specification.</p> <p><u>Item 4816:</u> Update on replacement noticeboards: these have been delivered and are being stored at the pavilion. Cllr Jones had obtained a quote of £675 + VAT from Arrow Fencing for fitting and installation of the seven boards. It was agreed to accept this quote.</p> <p><u>Item 4816:</u> Litter Bin in The Street, Crowmarsh Gifford. No response has been received to the Council's request to relocate the litter bin currently at The Old Forge. The Clerk will pursue this.</p> <p><u>Item 4816:</u> SOHA enquiry about verge and fence outside No. 25 Benson Lane: Cllr Griffin reported that SOHA intends to complete the work during the spring.</p> <p><u>Item 4816:</u> The Finance Officer reported that OALC has recommended an auditor who is experienced in Parish Council work and who will charge £250 + VAT. It was agreed to engage him for the next audit.</p> <p><u>Item 4816:</u> Street Lighting in North Stoke: Cllr Gray has been looking into the possibility of replacing the existing orange street lights with LED ones. Cllr Griffin has logged the request on 'Fix my Street'.</p> | <p><b>RFO</b></p> <p><b>Clerk</b></p> |
| <p><b>4831</b></p> | <p><b>REPORT OF THE DISTRICT COUNCILLOR</b></p> <p>District Councillor Cooper reported as follows:</p> <ul style="list-style-type: none"> <li>• There will be a slight increase in the District Council's council tax levy. District Council finances are not good at present, partly because the council is not receiving the new homes bonus as they have previously.</li> <li>• The South Oxfordshire Local Plan has been launched and consultation is open until 18<sup>th</sup> February. A number of exhibitions are taking place; the Wallingford one scheduled for 2<sup>nd</sup> February was cancelled due to bad weather and has been re-scheduled for 16<sup>th</sup> February at the Ridgeway Church.</li> </ul>  |                                       |

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|      | <ul style="list-style-type: none"> <li>• Consultation is also taking place on the growth deal with central government to build 100,000 additional houses between 2011 and 2031 in exchange for money to be advanced for infrastructure. The money would be recouped from developers in due course. The 'Oxfordshire Plan' consultation ends on 20<sup>th</sup> March.</li> <li>• Cllr Cooper has spoken to the Planning Officer about the proposed development at the Newnham Manor site. The developers have asked for extra time for their application, which should go to committee in the near future. The plans include a Toucan pedestrian crossing on the A4074 as part of this development.</li> <li>• Plans are being considered for the SODC offices. Ben Coleman has offered to meet with the Parish Council to discuss this. Speed controls will be needed in Benson Lane when the new offices and the Bloor development are built.</li> <li>• The first instalment of the SODC grant for the new playground has not yet been received. District Cllr Cooper will chase this up. It was noted that there have been some staffing changes at SODC which may have affected progress on this.</li> </ul> |     |
| 4832 | <p><b>FINANCE</b></p> <p><u>a) Payments made in December</u></p> <p>A schedule of payments made in December was presented. This included payment of £6,830.70 to Greenbarnes for new noticeboards, payments to Scofell for work at the nature area and payments to Eibe for work and equipment on the new playground.</p> <p>It was proposed by Cllr Sherbourne and seconded by Cllr Soames that the payments be approved and this was agreed.</p> <p><u>b) Accounts Status at 31<sup>st</sup> December 2018</u></p> <p>The accounts status report to the end of December was noted. Running costs to 31<sup>st</sup> December 2017 were £48,555.70, compared with £163,059.81 for the same period this year. This year's figure included £108,000 expenditure on the playground as well as £2,600 spent on repairs to the pavilion roof, which was the subject of an insurance claim. £2,350 was received in January in settlement of this claim. The Finance Officer will check on the insurance cover needed for the new playground.</p> <p>HMRC had raised a query on the VAT return but has now reimbursed the £18,523 due to the Parish Council.</p>  | RFO |



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| 4833 | <p><b>CHAIRMAN'S REPORT</b></p> <p><u>Crowmarsh Litter Pick March 2019</u><br/>The Chairman reported that a litter pick will be held in Wallingford on 16<sup>th</sup> March. It was agreed to work together and hold one in Crowmarsh on the same day. The Chairman will publish a notice in Crowmarsh News. Cllr Stevenson will post the information on the parish website and the Facebook page.</p> <p><u>Safe Places Scheme</u><br/>As Cllr Jones was not present, the discussion on the Safe Places Scheme was deferred until the March meeting.</p> <p><u>Meeting with Ben Coleman</u><br/>It was proposed to hold a lunchtime meeting with Ben Coleman to discuss the plans for SODC's new offices. Cllr Griffin will circulate details when a date has been decided. It was agreed that the Parish Council would like to see flexible buildings which could be used for community purposes out of hours. It would be useful to be able to use car parking facilities for community events.</p> <p><u>Petition against the Culham Housing Development</u><br/>The Parish Council had been asked to support Culham Parish Council in signing a petition against the proposed major housing development at Culham. After discussion this was agreed.</p> | <p><b>JG/FS</b></p> <p><b>Clerk<br/>(Agenda)</b></p> <p><b>JG</b></p> |
| 4834 | <p><b>REVIEW OF STRATEGIC PRIORITIES</b></p> <p>The proposed pedestrian crossing at Portway on the A4074 remains at the top of the strategic priorities list. It was noted that the County Council had given general agreement to the construction of a crossing but had not offered any funding for it.</p>   |   |
| 4835 | <p><b>PLANNING</b></p> <p><b>Decisions:</b> The Council noted the following decisions from SODC.</p> <p>P18/S3694/HH (Householder): Application proposal, including any amendments: Internal alterations to existing bathrooms, provision of new attic level WC, alterations to modern window casements, new external soil pipes and conservation roof light, enlarging window opening to rear elevation. Brook House, The Street, North Stoke (in the parish of Crowmarsh), OX10 6BL: PERMISSION GRANTED.</p> <p>P18/S3695/LB (Listed Building): Application proposal, including any amendments: Internal alterations to existing bathrooms, provision of new attic level WC, alterations to modern window casements, new external soil pipes and conservation roof light, enlarging window opening to rear elevation. Brook House, The</p>   |   |

Street, North Stoke (in the parish of Crowmarsh), OX10 6BL: PERMISSION GRANTED.

P18/S3850/HH (Householder): Application proposal, including any amendments: Proposed single storey rear extension and associated internal alterations (as amended by plan PL100A showing the removal of the external boiler unit only). 8 Carmel Terrace, Mongewell (in the parish of Crowmarsh), OX10 8BX: PERMISSION GRANTED.

P18/S4045/FUL (Full Application): Application proposal, including any amendments: Erection detached 2 bed dwelling with integral double garage. Resubmission of P18/S1866/FUL Land Adjacent The Old Coach House, The Street, Crowmarsh Gifford, OX10 8EH: PERMISSION GRANTED.

**Applications:** The Council was asked to agree its response to SODC on the following applications.

P18/S4138/RM (Reserved Matters): Reserved matters application for the erection of 150 dwellings to include appearance, landscaping, layout and scale (all matters reserved except access) pursuant to outline permission P16/S3608/O, appeal reference APP/Q3115/W/17/3186858. Land off Benson Lane, Crowmarsh Gifford, OX10 8ED: The Council has NO OBJECTIONS to this application, but wish the following comments to be taken into account.

The layout of the site is not suited to integration and permeability with the whole village and could be seen to encourage the use of motor vehicles: Benson Lane is already congested at peak hours and has sub-standard junctions at each end, and speeding is also a problem here.

The sustainable drainage system could cause flooding offsite, affecting the existing homes in Benson Lane and The Street.

P18/S4209/HH (Householder): Proposed two storey rear extension to form a ground floor family room and additional bedroom at first floor. Infill extension to form downstairs WC with window. 3 Thames Mead, Crowmarsh Gifford, OX10 8EU: RECOMMEND APPROVAL.

P19/S0022/FUL (Full Application): The construction of a steel portal framed building to be used as a grain store. Lonesome Farm, Benson (in the parish of Crowmarsh), OX10 6PS: RECOMMEND APPROVAL.

**Application Withdrawn**

P18/S4026/N4C: Change of use from agriculture to B8 storage and distribution for Barns A (Hay Barn) and B (Grain Barn).

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|      | <p>Blenheim Farm Barns, Icknield Way, Benson (in the parish of Crowmarsh), OX10 6PR.</p> <p><b>Neighbourhood Plan</b></p> <p>The Chair of Planning and Dr Robins have met with Ricardo Rios and Cheryl Soppet to discuss the Statutory Environmental Assessment (SEA) as it applies to the Neighbourhood Plan.</p> <p><b>Local Plan</b></p> <p>The Chair of Planning was asked to submit the Council's response to the emerging Local Plan.</p>   |  |
| 4836 | <p><b>REPORTS OF COMMITTEES</b></p> <p><b>Environment and Recreation Ground</b></p> <p><u>Update on Playground and Gym Project</u></p> <p>Good progress is being made on the development of the playground. Progress photographs of the work can be found on the Parish Council website. Planting will be done by Green and Tidy who will be a sub-contractor managed by Eibe. The SODC disability officer had recommended enlarging the paths and improving the surface to provide better disabled access. The Parks officer recommended improved surfacing around the roundabouts. Part of the swing which it was hoped to retain was found to be rotten, as were the entrance timber arches, so new ones have been ordered. These, along with a few increases from other smaller items, mean that the original cost has increased from £199,581 to £213,873. The income from grants and donations is £186,370 leaving a shortfall of £24,630. On top of the original shortfall of £27,503 in project costs, plus £8,604.36 for the third party donation for the WREN grant. This gives a total of £36,107 currently needed from the Parish Council (all figures noted are less VAT which can be claimed back). After discussion it was resolved to allow an additional contingency of £10,000. The Parish Council has the resources to cover this additional expenditure if needed. However this would have to come back to the Parish Council for ratification before this money is spent. A vote of thanks was made to Councillors Johnson and Rowley for their work on this project.</p> <p>It was agreed that there would be no reference to specific age restrictions on the warning signs at the new playground.</p> |  |

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|  | <p>Opening ceremony for the playground: it was noted that the conditions of the grants stipulate that SODC must be involved in the opening ceremony. It is unclear if WREN would want to be. Pre-School staff, children and parents are interested in being involved. After discussion it was agreed that, subject to agreement with SODC the official opening would take place on Sunday 7<sup>th</sup> April at 1.00pm with a reserve date of Sunday 14<sup>th</sup> April in the event of bad weather. The ceremony may (subject to their agreement) be followed by a barbecue run by Beavers, Cubs and Scouts in aid of their own funds.</p> <p>Car park access and changes to the pavilion front door lock will be discussed at the next Environment and Recreation Ground Management Committee meeting on 18<sup>th</sup> February.</p> <p><b>Traffic and Transport</b></p> <p><u>Update on Radar Speed Signs</u></p> <p>Cllr Hall had researched solar-powered speed signs and reported that the ones made by Evolis would cost £1799 per pack plus £90 delivery. Ideally two packs would be needed, to be sited on the A4074 and The Street, Crowmarsh Gifford. As the signs may not be a permanent feature, they could be switched off periodically. It was suggested that hard-wired electric signs should be considered. Cllr Sherbourne offered to research this option.</p> <p><u>Parking for Riverside Access</u></p> <p>Cllr Griffin reported that the county council's quoted cost of double yellow lines on the Riverside Park access road would be considerable and there would also be maintenance costs. A meeting will be arranged with County Councillor Gray and county and district officers.</p> <p><u>Parish Transport Representatives' Meeting</u></p> <p>Cllr Jones had reported that the next PTR meeting would be held on 20<sup>th</sup> February at OCC's offices. She is unable to attend but would be happy to forward the agenda and minutes if another councillor would like to do so.</p> | <p><b>SSh</b></p> |
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| 4837                            | <p><b>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</b></p> <p><u>North Stoke Village Hall</u></p> <p>Cllr Soames reported that Mr David Beasley will be at the hall on 16<sup>th</sup> March when he will give a talk on Victorian life.</p> <p><u>Emery Owen Trust</u></p> <p>Cllr Johnson reported that a complaint has been received from a resident about the trees being pruned adjacent to the allotments. The work had been carried out in response to a request from neighbours.</p> <p><u>Rural Oxfordshire Network</u></p> <p>Cllr Jones had reported that the topic at the meeting on 11<sup>th</sup> June would be 'Rural Transport'. She will be unable to attend but would forward the details to any other councillor who might wish to do so.</p> <p><u>Crowmarsh Gifford Village Hall Committee</u></p> <p>Cllr Sherbourne reported that the committee is working towards the building of an extension to the village hall. An article will be published in Crowmarsh News inviting volunteers to join a fundraising committee.</p> |  |
| 4838                            | <p><b>CORRESPONDENCE</b></p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> <li>• The Neighbourhood Policing newsletter has been circulated by email.</li> <li>• SODC Local Plan: a printed copy of the local plan had been sent to the Clerk.</li> <li>• Notice of the Annual Flooding Forum in London on 2<sup>nd</sup> April. Cllr Jones has the details.</li> <li>• Wallingford Rowing Club have events planned for Saturday 28<sup>th</sup> September and Sunday 1<sup>st</sup> December.</li> </ul>   |  |
| 4839                            | <p><b>UPDATE ON WEBSITE</b></p> <ul style="list-style-type: none"> <li>• Cllr Stevenson reported that the 2019 Parish Council meeting dates have been published on the website.</li> </ul>   |  |
| 4840                            | <p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting will be held at Crowmarsh Gifford Village Hall on Thursday 7<sup>th</sup> March, starting at 7.30pm.</p>  |  |
| The meeting closed at 10.00 pm. |  |  |

