



CROMMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crommarsh Gifford Village Hall on Thursday 7th March 2019,
starting at 7.30pm**

Present:

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

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.

Apologies: Received from Mr D Topliss.

Declaration of interest:..None.

The meeting was quorate.

NO.		ACTION
4841	MINUTES OF PREVIOUS MEETING Correction to previous Minutes: Item 4831 District Councillor's Report was reworded to say "... partly because the council will not receive the new homes bonus ..." Subject to this correction, the Minutes of the meeting held on 7 th February were approved as a true record and signed by the Chairman.	
4842	MATTERS ARISING FROM PREVIOUS MINUTES <u>Item 4830:</u> Replacement Noticeboards: these have now been installed and are a great improvement. A vote of thanks was made to Cllr Jones for her hard work on this project. <u>Item 4830:</u> Litter Bin in The Street, Crommarsh Gifford. SODC has agreed to supply and fit a new litter bin close to the bus stop at Home Farm.	

	<p><u>Item 4832</u>: Insurance cover for new playground. The Finance Officer has contacted the council's insurers re. extra insurance cover for the new playground, which is due to be handed over on 20th or 21st March.</p> <p><u>Item 4832</u>: Grass cutting. The Finance Officer confirmed that the new contractor has sufficient public liability insurance cover.</p> <p><u>Item 4832</u>: Bank accounts. The Finance Officer confirmed that matters are in hand to set up the online payments system for the Council. The Finance Officer is able to put invoices on the system but all payments need to be authorized by two councillors.</p> <p><u>Item 4833</u>: The Chairman reported that a useful meeting was held with Ben Coleman to discuss the plans for SODC's new offices. The District Council are currently working on designs for the building. District Cllr Cooper has asked to be kept informed.</p>	
4843	<p>REPORT OF THE DISTRICT COUNCILLOR</p> <p>District Councillor Cooper reported as follows:</p> <ul style="list-style-type: none"> • Bin Zone recycling wheels, giving information on recycling and waste, will be distributed with Crowmarsh News. • The District Council council tax levy is to increase by about £5 per annum for a Band D house. • The Oxfordshire Plan 2050 consultation will finish on 24th March. • Newnham Manor housing development application: the developer has requested further time and the application is expected to go to committee in April. It was noted that this is the Parish Council's preferred site. 	
4844	<p>REPORT OF THE COUNTY COUNCILLOR</p> <p>County Councillor Mark Gray reported as follows:</p> <ul style="list-style-type: none"> • The County Council council tax levy is to increase by about £42 for a Band D house. This is regrettable but necessary due to cuts in funding from central government. • Street lamps are to be replaced over the next three or four years with LED ones, which will result in savings over the next four years. The new ones will have electric charging points fitted. It may be possible to switch them off at night if appropriate. • Data on speed checks has now been received and will need analyzing. Thanks were expressed to County Councillor Gray for obtaining this information. 	

	<ul style="list-style-type: none"> • The County Council will spent one billion pounds over the next ten years on infrastructure. This will be funded by borrowing and by growth deals and will focus on roads and schools. Contributions from developers will be used to pay back the money borrowed. • County Councillor Gray is compiling a list of roads which are in a bad state. It was noted that The Street and Pickets Lane in North Stoke need attention as does the B4009 at North Stoke, including the pavement. Although it was resurfaced in the last few years, potholes have started appearing in Clacks Lane The Street in Crowmarsh Gifford between Stephens Field and the bridge needs attention and the road surface on the bridge needs cleaning. The Street in Crowmarsh is difficult for cyclists as there are potholes and drains at the side of the road and the surface denoting the cycle lane is breaking up. Other areas of concern are Cox Lane between Portway and Park View as well as the Robert Sparrow Gardens junction where there is a problem with gravel being washed down the hill. The road surface at Icknield Way is also in need of attention. • In future when utility service companies need to carry out work in the road, they will have to apply for permission from the County Council before commencing. Under the present system, the utility companies merely need to advice the County Council that work is going to take place. • Highways officers Ian Marshall and Jason Sherwood will attend the Parish Council meeting on 4th April to discuss the proposed toucan crossing at Portway. Cllr Griffin will ask them to arrive at 7.00pm. • County Councillor Gray will ask for details of expenditure of the Section 106 money received from the Stephens Field development. Consideration is to be given to double yellow lines in Stephens Field and the provision of a bollard at the top of the original access road from The Street. Residents will be asked for their views before any decision is made. • Cllr Johnson requested improved signage to the recreation ground from The Street, Crowmarsh Gifford. Cllr Gray will make enquiries. • Cllr Gray reported that a Community Transport Officer has been appointed. There is spare capacity for the Comet bus service in the Wallingford area. • Cllr Millar raised the question of the grid over the culvert at North Stoke, which has been left in an untidy state. She will post this on Fix My Street and ask for the orange fencing belonging to the County Council to be removed. 	<p>JG</p> <p>MG</p> <p>PM</p>
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4845	<p>FINANCE</p> <p><u>a) Payments made in February</u></p> <p>A schedule of payments made in February was presented. This included payment of £810 to Arrow Fencing for installing the new noticeboards and payment of £480 for new arches at the playground. Two invoices from Eibe for £36,000 and £34,000 for the new playground were discussed but it was agreed that further clarification was needed as itemized invoices are needed in order to meet WREN's criteria for their grant.</p> <p>It was proposed by Cllr Sherbourne and seconded by Cllr Hannigan that the payments be approved and this was agreed.</p> <p><u>b) Accounts Status at 28th February 2019</u></p> <p>The accounts status report to 28th February was noted. Income for the year to date was £178,000 and expenditure was £202,000. £55,000 had been received from WREN and £33,000 from SODC. The current account balance was £83,000 and there was £41,000 on deposit. There would be approximately another £70,000 to be paid to Eibe.</p> <p><u>c) Requests for Grants and Donations</u></p> <ul style="list-style-type: none"> • A request for funding had been received from Clean Slate, an organisation providing support for victims of abuse in Oxfordshire. After consideration it was proposed by Cllr Johnson and seconded by Cllr Stevenson that a donation of £100 should be made and this was agreed. • A request for a donation had been received from Miss Eleanor Johns, a local resident who is fund raising so that she can spend a year teaching English to children in Myanmar. It was noted that the Parish Council is not permitted to make grants or donations to individuals and therefore this request had to be refused. The Clerk will inform her of this and suggest that she might like to apply to the Emery and Owen Trust and the Wallingford Bridge Estate Charity. <p><u>d) Other Matters</u></p> <ul style="list-style-type: none"> • The Finance Officer reported that the Parish Council's subscription to Community First (formerly Oxfordshire Rural Community Council) was now due. The cost of membership is based on population and would be £70 per annum. It was proposed by Cllr Griffin and seconded by Cllr Hannigan that membership be renewed and this was agreed. 	Clerk
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	<ul style="list-style-type: none"> • Review of Fixed Assets: The Finance Officer reported that a review of fixed assets had to be carried out as part of the Annual Return. After taking advice from Oxfordshire Association of Local Councils (OALC) the Finance Officer recommended removing any items of less than £100 in value from the list and this was agreed. The noticeboards were valued at £5,000, the outdoor gym at £10,000 and the playground at £175,000. These will be added to the list. • Allotments: invoices for the coming year will be sent out in April. There are three vacant plots and no waiting list. The Chairman will publicize this in Crowmarsh News. 	<p>JG</p>
<p>4846</p>	<p>CHAIRMAN'S REPORT</p> <ul style="list-style-type: none"> • An email has been received about CIL money; this is not currently relevant to Crowmarsh Parish and the Chairman will respond accordingly. • North Stoke Village Hall Land Registration: Cllr Soames reported that Slade Legal's advice is that the Parish Council is the executive trustee of the Village Hall charity. Cllr Griffin proposed that the land registration application should be made in the names of the current trustees of the Village Hall and this was agreed. The Clerk will advise Slade Legal accordingly. • Crowmarsh Litter Pick: this joint venture with Wallingford Town Council will take place on Saturday 16th March from 10am until 12.00/12.30pm. Some volunteers will come from Wallingford and others are very welcome to join in. Wallingford Brownies are participating and Crowmarsh Cubs may also be able to help. Tea, coffee and soup will be available free of charge at the Comrades Club. Cllr Griffin has gloves, bags and litter pickers. Volunteers are asked to meet at the end of Thames Mead. • Approval of Revised Emergency Plan: the revised emergency plan was approved and will be circulated to SODC, the County Council and to all listed in the document. As Cllr Jones does not wish to stand again as a Parish Councillor in the forthcoming elections, a new plan co-ordinator will be needed in May. Many thanks to Cllr Jones for her work on this. • Safe Places Scheme: Cllr Jones reported that a community liaison officer will be needed from May 2019. There are about three committee meetings per year. It was suggested that the village shop might be prepared to be listed as a safe place. • Date and Venue of Annual Parish Meeting: Subject to the school hall being available, it was agreed to hold the 	<p>JG</p>

	<p>Annual Parish Meeting at the school on Thursday 16th May at 7.00 for 7.30pm. The Clerk will supply tea and coffee.</p> <ul style="list-style-type: none"> • Street Names at CABI housing development: The District Council had requested suggestions for five street names for the housing development at the CABI site. A total of seven names were put forward. The Clerk will respond accordingly. • Nominations are invited for the parish council elections on 2nd May and nomination packs were circulated. The deadline for submitting nomination forms is 4pm on 3rd April. 	<p>Clerk</p> <p>Clerk</p>
<p>4847</p>	<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 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>
<p>4848</p>	<p>PLANNING</p> <p>Decisions: The Council noted the following decisions from SODC.</p> <p>P18/S4209/HH (Householder): Application proposal, including any amendments: 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: PERMISSION GRANTED.</p> <p>P19/S0022/FUL (Full Application): Application proposal, including any amendments: 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: PERMISSION GRANTED.</p> <p>Applications: The Council was asked to agree its response to SODC on the following applications.</p> <p>P19/S0067/FUL (Full Application): Proposed erecting of a single storey building for sample storage to reasonably extend and support the specific activities which take place on site and enhance the existing use. Centre for Ecology and Hydrology, Maclean Building, Benson Lane, Crowmarsh Gifford, OX10 8BB: RECOMMEND APPROVAL.</p> <p>P19/S0440/LDP (Lawful Development): Creation of new vehicular access to an unclassified road (un-named) and hardstanding. Blenheim Farm Barns, Icknield Way, Benson (in the parish of Crowmarsh), OX10 6PR: NO COMMENTS ALLOWED by the Parish Council.</p>	

	<p>P19/S0441/FUL (Full Application): Conversion of former commercial pottery barn to form a single dwelling, together with associated parking and vehicular access amendments. Blenheim Farm Barns, Icknield Way, Benson (in the parish of Crowmarsh), OX10 6PR: RECOMMEND APPROVAL.</p> <p>P19/S0456/N4C: Change of use from agricultural to B8 storage and distribution for Barn A (haybarn). Blenheim Farm Barns, Icknield Way, Benson (in the parish of Crowmarsh), OX10 6PR: RECOMMEND APPROVAL.</p> <p>P19/S0691/FUL (Full Application): Amendment to planning P15/S3387/FUL to amend the fenestration of residential plots 17, 18, 19, 20, 21, 23, 87, 25, 52, 57, 53, 54, 70, 71, 83, 84 and 85. CAB International, Nosworthy Way, Mongewell (in the parish of Crowmarsh), OX10 8DE: RECOMMEND APPROVAL.</p> <p>Neighbourhood Plan</p> <p>A meeting is to be arranged of the Steering Group to discuss the implications to the Neighbourhood Plan with regard to the SODC Draft Local Plan 2011-2034.</p>	
4849	<p>REPORTS OF COMMITTEES</p> <p>Environment and Recreation Ground</p> <p>Cllr Johnson reported on the meeting of the environment and recreation ground management committee held on Monday 18th February. The following points were noted:</p> <ul style="list-style-type: none"> • Quotes are being obtained for repairing or replacing the shutters • Electrical safety work is to go ahead • Pressure washing has been carried out on the hard courts • Sensor lights in the toilets and corridor are being considered • Establishing a new office for the Parish Council at the pavilion: consideration is to be given to converting one of the redundant changing rooms to provide a manned office for the Parish Council. • The minutes of the recreation ground management committee had been circulated to councillors. <p><u>Update on Playground and Gym Project</u></p> <p>The play area is almost complete and most of the planting has been done. The picnic benches near the zip wire need a suitable surface underneath. A quote will be needed for grass cutting. Information signs are being designed.</p>	

Bollards will be needed to prevent vehicular access to the recreation ground. It is expected that the project will be inspected and signed off provisionally on 20th March when the swings etc. will be hung.

When the handover has taken place Eibe were to remove most of the temporary safety fencing. However, it was agreed that though it will result in some additional cost, would be preferable to leave it up to protect the grass until 5th April just before the official opening.

Arrangements for the Official Opening

The opening ceremony will take place on Sunday 7th April at 12.30 for 12.45pm. Setting up will take place at 10.30am. The cubs and scouts will run a barbecue and Pre-School will do a cake stall. Roke and Benson Brass Band will attend. Guests include District Councillor Sue Cooper, County Councillor Mark Gray, Mayor of Wallingford Town Council Lee Upcraft and Lorraine Hillier, Chairman of SODC, who will open the play area. Cllr Johnson will thank all who have contributed in any way. Revd K Beer would like to say a few words and a blessing. Eibe will provide face painting, party bags, bunting and a video to show the development of the project, plus two photographers to record the event. Notices will be posted around the site to comply with GDPR. Thanks to Cllr Stevenson and Mrs Michelle Reynolds for publicizing the playground and gym on the parish website.

A vote of thanks was made to Cllrs Johnson and Rowley and their team.

Traffic and Transport

Update on Radar Speed Signs

Cllr Sherbourne reported that signs powered by electricity would require an arrangement with Scottish and Southern Electricity re. costings. The signs could not be moved once fixed. An arrangement would need to be negotiated with the County Council regarding maintenance. Cllr Sherbourne recommended purchasing the solar-powered signs. After discussion it was proposed by Cllr Jones and seconded by Cllr Hall that two solar powered signs be purchased and this was agreed. Thanks to all concerned for their work on this project.

	<p><u>Parish Transport Reps' Meeting</u></p> <p>Cllr Jones had circulated the minutes of the PTR meeting held on 20th February and the following points were noted:</p> <ul style="list-style-type: none"> • A Community Transport Officer will be appointed by OCC and should be in post soon. • Start-up grants for new community transport schemes are still available • School transport from September 2019 will serve only the nearest available agreed school • OCC is reviewing its assisted transport carbon footprint (distance travelled by school buses etc) and will require its buses to meet emission standards. • £8.5m is spent by OCC on concessionary fares. • SODC and the Vale district councils will be reviewing the Local Transport Plan. • The next PTR meeting will be held on Wednesday 3rd July at County Hall starting at 1.30pm. <p>A new PTR rep will be needed following the elections. Thanks were expressed to Cllr Jones for representing Crowmarsh Parish Council for many years.</p> <p>Cllr Jones reported on the need to removed graffiti from the three bus shelters in Crowmarsh. She will ask Mr Chris Strange to obtain a quote from RefreshPro.</p>	FJ
4850	<p>UPDATE ON WEBSITE</p> <p>Cllr Stevenson reported that the website was up to date. Notice of the litter pick will be posted.</p>	
4851	<p>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p><u>River Users' Group 3</u></p> <p>Cllr Ryall had been unable to attend the meeting held on 28th February but the minutes had been circulated and the following points were noted:</p> <ul style="list-style-type: none"> • An increase in the licence fee of 5.7% has been approved for 2019 and 2020 • Planning approval for the Oxford Flood Prevention Scheme is hoped for in March. Work will take three or four years. • CO2 alarms will be compulsory from 1st April. • Six of last year's summer temporary lock keepers have been retained. Approval has been given for 	

	<p>20 temporary staff this year to operate May to October. It has been decided to bring back resident lock and weir keepers at every lock.</p> <ul style="list-style-type: none"> • £70,000 is available for dredging. Some tree work is being undertaken upstream of Wallingford. • Repairs are being carried out at Culham road bridge. • No decision has yet been made on the planning application for the marina south of Wallingford. • Volunteers are being trained to carry out minor maintenance work on the Thames Path. • The cost of the public moorings in Wallingford is going up to £10 per night. • The next RUG3 meeting will be held on Thursday 27th June 2019 in Benson Parish Hall, starting at 7.30pm. <p><u>Crowmarsh Gifford Village Hall Committee</u></p> <p>Cllr Sherbourne reported that planning permission has been granted for an extension to the village hall. The question of the trustees is being researched as well as possible sources of funding.</p>	
4852	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Police and Crime Bulletin for February 2019 • Notice of South and Vale Voluntary and Community Sector Conference to be held on 13th March 2019 • Notice of temporary road closures in Wallingford as follows: <ul style="list-style-type: none"> ➢ 27th April for St George's Day celebrations ➢ 19th May for Mayor's Sunday • Notice of temporary road closure in Henley on 6th May for the May Fayre. 	
4853	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held at Crowmarsh Gifford Village Hall on Thursday 4th April, starting at 7.00pm. (Please note earlier start time.)</p>	
4854	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • At the April meeting there will be a discussion on the problem of vehicles parking on grass verges and in bus stops in Crowmarsh. 	Clerk (Agenda)
	The meeting closed at 10.15 pm.	

