



CROWMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crowmarsh Gifford Village Hall on Thursday 4th February 2016
starting at 7.30pm**

Present:

Mr J Griffin (Chair)	Mr D Mannering
Mrs M Fillmore	Ms A Sharp
Mr N Hannigan	Mr S Sherbourne
Mr A Hermsen	Mr S Soames
Prof A Johnson	Mrs F Stevenson
Mrs F Jones	

Attending: Ms C M Malcolm (Finance Officer) and Mrs S Rance (Clerk). County Councillor M Gray attended part of the meeting.

Apologies: Received from District Cllr F. Bloomfield. Mr A Hermsen and Prof A Johnson apologised for unavoidably arriving late.

Declarations of interest: Cllr Stevenson declared an interest in planning application P16/S0216/FUL and took no part in the discussion.

The meeting was quorate.

NO.		ACTION
4424	MINUTES OF PREVIOUS MEETING The Minutes of the Meeting held on 10 th December were approved as a true record and signed by the Chairman.	
4425	MATTERS ARISING FROM PREVIOUS MINUTES <u>Item 4417 Inappropriate Parking:</u> Cllr Jones had contacted the police about the two camper vans which are parked opposite St Mary Magdalene Church on a long term basis. Their advice was that the Parish Council should put letters on the windscreens, notifying the owners that a complaint had been received and asking what their plans are for the vehicles. The Clerk will draft a letter. <u>Item 4415 Waste Regulations:</u> Query about duration of contract to empty dog bins. The Finance Officer will report back when this information is received.	Clerk RFO

	<p><u>Item 4418: Emergency Plan:</u> a reminder is expected from the County Council about the update of the plan. It was noted that, in case of flood, sandbags used to be available from the SODC offices in Benson Lane. Cllr Jones suggested sandbags could be delivered to the Pavilion. Cllr Hannigan will research the contact at SODC.</p> <p><u>Item 4421:</u> The letter from a resident regarding air quality had been circulated with the minutes. It was noted that there are a number of diffusion tubes in Crowmarsh and some data on air quality are available for the approach to Wallingford Bridge as part of the Wallingford Air Quality Management area. Data on the website https://oxfordshire.air-quality.info. Consultation on SODC'S plans is at www.southoxon.gov.uk/lowemissions.</p> <p><u>Item 4423:</u> Dates for Parish Council meetings in 2016 had been circulated with the minutes.</p>	<p>NH</p>
<p>4426</p>	<p>REPORT OF THE COUNTY COUNCILLOR</p> <ul style="list-style-type: none"> • County Councillor Gray reported that £877 had been set aside from Section 106 money for improved access facilities near to the Lister Wilder site on the Portway. There was also £13,000 for bus stop improvements, thought to be assigned to North Stoke. Cllr Soames reported that the bus stop in North Stoke is dangerous as it is very muddy and poses a danger to the public. Ideally it should be re-sited. Cllr Gray will research this funding in more depth. The Chairman will contact Arrow Fencing to investigate safer access. • Cllr Gray reported that bids are invited from local councils to take responsibility for certain areas of the County Council's work under the 'Oxfordshire Together' scheme. It was noted that the Parish Council already receives a grant for grass cutting in the parish but could apply for more if the area of work is extended. • Cllr Gray suggested a renewed effort to recruit a crossing patrol officer, possibly with enhanced pay. • Other areas open to bids are, for example, road sign cleaning, footpath maintenance and serving letters on residents whose hedges are overgrowing the pavement. The maintenance of roundabouts is excluded from this scheme. <p>It was agreed that the Clerk will register the Parish Council's interest in this scheme.</p>	<p>MG</p> <p>JG</p> <p>Clerk</p>

	<ul style="list-style-type: none"> • On 16th February the Oxfordshire County Council budget meeting will be held. Children’s Centres and Day Centres are thought to be at risk as well as libraries. Cllr Gray reported that, even if council tax were to be increased by 10%, there would still be a need for budget cuts. • It was noted that the County Council provides a number of healthcare facilities through Government grant money, e.g. school nurses and a number of clinics. • Cllr Gray attended a meeting to discuss the future of the 134 Wallingford to Goring bus service. In the short term, the Go-Ride service is to continue as an hourly service between the hours of 8am and 4pm including Saturdays. The service is mainly used by shoppers and 65% of travellers have a bus pass. Parish Councils could find additional money to extend the service if it was felt there was sufficient demand. Seventy passengers daily are needed for the service to be cost effective with no subsidy. When a decision is reached about the service, this will be published in Crowmarsh News. Nine hundred journeys per annum are made by Crowmarsh residents. • Faster Broadband: A satellite subsidy of £350 per annum is available for those in areas where better broadband is not available. This funding is available as a government grant and residents need to apply individually. • A meeting has been held with the police about speeding traffic and crossing arrangements on the A4074. Mr Kirkwood of the County Council was not available although he has visited the site since and his report is awaited. The Finance Officer will send a list of potential contractors to Cllr Sherbourne. 	RFO
4427	<p>FINANCE</p> <p>(a) <u>Consideration of payments made in December and January</u></p> <p>A schedule of payments made in December and January was presented. It was proposed by Cllr Sherbourne and seconded by Cllr Johnson that the payments be approved and this was agreed.</p> <p>(b) <u>Accounts Status at 31st December</u></p> <p>There was £51,000 in the current account, £91,000 in reserves and £2,849 in the Unity Trust account. The bank statement for January is expected. A cheque from British Gas for the solar panels is due soon. Operating costs are below budget and expenditure on the recreation ground and pavilion was lower than anticipated. There had been increased expenditure for North Stoke due to the grant for the new boiler. Consideration will be given to moving some funds from the current account. More</p>	

	<p>details will be available at the end of the financial year. It is important to earmark funds for specific projects. Councillors were reminded to send responses to Cllr Johnson as soon as possible so a decision can be made on priorities.</p> <p>All three Parish Council employees had waived their right to a workplace pension. This decision has been notified to the Pensions Regulator and will need to be reviewed in three years but is open to reconsideration at any time.</p> <p>(c) <u>Grass Cutting Contract</u></p> <p>The Finance Officer has a list of eleven possible contractors. Cllr Griffin has a map of the area to be covered. Agreement needs to be reached on the specification and this will be done in collaboration with Mr Bellamy. The frequency of cuts should also be specified. Cllrs Soames, Sherbourne, Hannigan and Griffin will meet to discuss this. It was agreed to approach Scofell for a price initially and then ask for two more quotes, from Scion and from SOHA's contractor. The Finance Officer will email details to Cllr Griffin.</p> <p>.</p> <p>(d) <u>Requests for Grants and Donations</u></p> <p>Enrych Oxfordshire (formerly Ryder Cheshire Volunteers) This local charity supports adults with physical disabilities, enabling them to access a variety of activities by providing each with a dedicated volunteer. The annual cost of one volunteer was stated as £500. The charity is partly funded by SODC as well as through grants and social services. It was proposed by Cllr Griffin and seconded by Cllr Hannigan that a grant of £100 be made and this was agreed.</p> <p>(e) <u>Other Matters</u></p> <ul style="list-style-type: none"> • The Finance Officer reported that Oxfordshire Association of Local Councils (OALC) has advised against opting out of the system of having an external auditor appointed by the government. Crowmarsh Parish Council has already made the decision not to opt out. 	<p>ALL</p> <p>SS/SSh/ NH/JG</p> <p>RFO</p>
<p>4428</p>	<p>PLANNING</p> <p>Decisions: The Council noted the following decisions from SODC. P15/S3751/HH (Householder): Application proposal, including any amendments: Proposed two storey rear extensions, and conversion of space over garage to study, and additional roof openings. 2 Jethro Tull Gardens, Crowmarsh Gifford, OX10 8DS. PERMISSION GRANTED.</p>	

P15/S3764/FUL (Full Application): Application proposal, including any amendments: Removal of condition 15 of application P10/W1752 (demolition of existing dwellings and associated ancillary buildings. Construction of five detached replacement dwellings. Creation of three new vehicle and one new pedestrian gates through existing boundary wall.) Willow Lake, Mongewell Park, Mongewell OX10 8DA. PERMISSION GRANTED.

P15/S4085/HH (Householder): Application proposal, including any amendments: Double and single storey extensions. 12 Thames Mead, Crowmarsh Gifford, OX10 8EU. PERMISSION GRANTED.

Applications: The Council agreed its response to SODC on the following applications:

P15/S4207/HH (Householder): First floor loft room extension and single storey kitchen extension to front elevation. As amended by revised plans received on 27th January 2016, showing a reduction in the scale of the proposed extensions. Withy Windle, Cook Lane, North Stoke, OX10 6BG. RECOMMEND APPROVAL.

P16/S0216/FUL (Full Application): Change of use from domestic dwelling to office. General refurbishment to interior. The Lodge, Howbery Park, Benson Lane, Crowmarsh Gifford, OX10 8BD. RECOMMEND APPROVAL. Cllr Stevenson declared an interest and took no part in the discussion.

P16/S0217/LB (Listed Building): Change of use from domestic dwelling to office. General refurbishment to interior. The Lodge, Howbery Park, Benson Lane, Crowmarsh Gifford, OX10 8BD. RECOMMEND APPROVAL.

New Telecommunications Cabinet

South Oxfordshire District Council have been informed by BT Openreach of its intention to install a new Telecommunications Cabinet as part of the ongoing proposal by Openreach to expand broadband accessibility and the government's Digital Britain policy, under the Electronic Communications Code (Conditions and Restrictions, Part 5) Regulations 2003 (England and Wales). The proposed location of the new cabinet is outside No. 7, Wallingford Road, North Stoke, OX10 6BD.

Planning Application P15/S3387 S106 contributions

The Council have received a communication from the case officer dealing with planning application P15/S3387, demolition of existing buildings and creation of a new headquarters for CABI, erection of 91 dwelling houses, with regard to S106 contributions (the sums of money asked of developers). The items requiring our input and feedback are:

	<ul style="list-style-type: none"> • Community: this development would generate a contribution of £90,798.34. ● Play facilities: this development would generate a contribution of £20,319.82 for equipment and £27,744.37 for maintenance. 	
4429	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <ul style="list-style-type: none"> • Cllr Mannering has joined the Recreation Ground sub-committee. Charges have been reviewed and have been increased for the adult football team. • Three quotes have been received for work on the willow trees. The cheapest was from Crosscut at £520 and this was approved by the Parish Council. • On 15th February, Scofell will begin planting extra trees at the nature area. • A notice will be published in Crowmarsh News advertising the hard court facilities. • Plans are in hand to develop a basketball area. • The children's play area could be improved with the provision of a safety surface instead of bark chippings. A bid could be made for some Section 106 funding. The area is inspected annually by RoSPA. • It is hoped to improve the lighting in the car park. The floodlight is now on a timer and plans are in hand to replace some fluorescent lighting with LEDs. <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> • It was noted that the Chilterns Conservation Board are campaigning for measures to mitigate the impact of HS2. • Network Rail has apologised for not consulting before installing gantries as part of the electrification of the railway line. • It is hoped to install a pedestrian crossing at the A4074, ideally controlled by traffic lights. White fences at the entrance to the village, signs and larger 30mph flashing signs, which cost £7 - £8K each, would also improve the safety in this area. The cost of this project is estimated at £100K. More police speed traps would also be beneficial. 	

<p>4430</p>	<p>CHAIRMAN'S REPORT</p> <p><u>Her Majesty the Queen's 90th Birthday Celebrations</u></p> <p>Cllr Soames reported that Mongewell are considering the possibility of a street party on Saturday 11th June and North Stoke are also discussing ideas, possibly for the Sunday.</p> <p>It was noted that this weekend is also the date of the Church Flower Festival. The Clerk will ask Mrs Foster, about the plans for the weekend. Cllr Hannigan will speak to Mr Tim Allen, who is on the Events Committee for the church. Cllr Griffin will publish a notice in Crowmarsh News when information is available.</p> <p><u>Allotment Land</u></p> <p>A resident of Robert Sparrow Gardens has requested permission to acquire a piece of allotment behind their house to incorporate it into their garden. This piece of land is not currently being cultivated. The Finance Officer reported that in order for ownership of the land to be transferred the permission of the Secretary of State must be applied for. It is also necessary to consult with stakeholders and with the Alloments Society. Cllr Hannigan suggested asking the resident how much he would be prepared to pay for the land.</p> <p><u>Quote for Bus Shelter</u></p> <p>The Chairman reported that Arrow Fencing has quoted £1050 + VAT for a pine bus shelter, plus the cost of painting. Planning permission would not be required. It was agreed to research the possibility of funding this project from Section 106 money.</p> <p><u>Litter Blitz</u></p> <p>Cllr Johnson has organized a litter blitz on several occasions in the past but is unable to do so this year. For safety reasons, the litter picking would only be done along the village streets, not the bypass. A Saturday or Sunday usually works best. SODC will provide the equipment and will deliver to an agreed location. Cubs and Beavers and possibly the school may be able to help. A notice will be published in the school newsletter.</p>	<p>Clerk NH JG</p> <p>JG</p> <p>Clerk</p>
<p>4431</p>	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> • A letter has been received from a local resident about a variety of planning, traffic and other issues. Cllr Griffin will respond. • The layby opposite St. Mary Magdalene Church is very muddy. Cllr Griffin will contact Biffa again to request street 	<p>JG</p> <p>JG</p>

	<p>cleaning, particularly here and outside the village hall. A request will be made for the Parish Council to be notified in advance of the date when the work will be carried out so that residents can be asked to leave the area clear of vehicles.</p> <ul style="list-style-type: none"> • Letter from River Thames Alliance inviting the Parish Council to join. Cllr Jones will research the aims of this organisation. 	FJ
4432	<p>UPDATE ON WEBSITE. No problems were reported.</p>	
4433	<p>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p><u>Crowmarsh Gifford Village Hall Committee</u></p> <p>Cllr Sherbourne reported that the children's Christmas party was a great success and it is planned to make this an annual event.</p>	
4434	<p>REPORT OF THE DISTRICT COUNCILLOR</p> <p>District Councillor Bloomfield had sent a written report as follows:</p> <ul style="list-style-type: none"> • Council Tax for 2016/17: the District Council element of council tax will remain at the same level as at present. • Policing: following the Home Office's change in its funding proposals, the budget proposals for the coming year have been revised and are now in the scrutiny process. One area of concern is the growth in cybercrime. The public are encouraged to obtain the facts about this by visiting Cyber STREETWISE at www.cyberstreetwise.com. • Grants: the next opportunity for grant applications runs from 1st February to 1st April 2016; decisions will be made by 10th July 2016. Communities are encouraged to apply for funding for community projects. • The Working Group has met to determine the way funds will be handled following the withdrawal of the Council Tax Reduction scheme and an announcement will be made in the near future. • No official announcement had yet been made about the former SODC offices but news is expected by May or June 2016. It is considered very unlikely that SODC will return to Benson Lane. • A register has been set up for people interested in building their own property, which will be used to inform planning policy. Those interested are advised to search for 'Custom Build Register' on the SODC website. • The planning inspector has approved the SODC Community Infrastructure Levy schedule, subject to a few 	

	<p>minor amendments, and this will go to cabinet very soon.</p> <ul style="list-style-type: none"> • More communities are starting work on a Neighbourhood Plan and the District Council will continue to support this work. • Didcot Garden Town. Didcot and the surrounding area are set to receive major infrastructure funding to help with the delivery of 15,000 new homes and 10,000 high-tech jobs in SODC's area and in The Vale of the White Horse. The bid for Garden Town status for Didcot has been successful. This will pave the way for improvements like a northern perimeter road for the town and the 'Science Bridge' over the railway line into Milton Park, as well as improvements to existing areas of Didcot. • Armed Forces Covenant: there is a significant military presence in the district, namely RAF Benson and Dalton Barracks, as well as further afield in Bicester and RAF Halton. The District Council is currently refreshing their approach to meeting their commitment to the Armed Forces Covenant. 	
4435	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 3rd March at Crowmarsh Gifford Village Hall, starting at 7.30pm.</p>	
4436	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • A date for the Annual Parish Meeting will be agreed at the March meeting. • Cllr Sherbourne reported that residents would like more salt/grit bins for Park View. This will be reviewed later in the year when planning for next winter takes place. • It was noted that traffic monitoring is being carried out in The Street. • Some clearing of encroaching vegetation has been carried out in Benson Lane on the way to Howbery Park. • A rep is needed for the Community Information Network. Cllr Jones will forward details to the Clerk for circulation to councillors. The next meeting is scheduled for 8th March. 	<p>Clerk – Agenda</p> <p>FJ/Clerk</p>