



CROMMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crommarsh Gifford Village Hall on Thursday 3rd March 2016
starting at 7.30pm**

Present:

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

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

Apologies: Received from Cllrs Hermsen and Sharp, District Councillor R Pullen and County Councillor M Gray.

Declarations of interest: None.

The meeting was quorate.

NO.		ACTION
4448	RESIGNATION OF PARISH COUNCILLOR The Chairman reported that Mrs M Fillmore had tendered her resignation due to pressure of other commitments.	
4449	MINUTES OF PREVIOUS MEETING Correction to previous minutes: Item 4441. It was noted that Mongewell are planning a picnic on Saturday 11 th June and North Stoke are arranging a street party on Sunday 12 th June (not vice versa as recorded in the minutes). Subject to this amendment, the minutes of the meeting held on 3 rd March were approved as a true record and signed by the Chairman.	

4450	<p>MATTERS ARISING FROM PREVIOUS MINUTES</p> <p><u>Item 4438 Inappropriate Parking:</u> The owners of the camper vans had contacted the Parish Council. It was agreed that no further action can be taken on this matter.</p> <p><u>Item 4438 Dog Waste Regulations:</u> SODC has advised that the contract for emptying the dog bins is ongoing with no end date.</p> <p><u>Item 4438 Emergency Plan:</u> Cllr Jones is making enquiries about the recommended supplier for bags suitable for use as sandbags.</p> <p><u>Item 4438 Allotment Land:</u> The Finance Officer will research the costs and procedures involved in the process of transferring allotment land and will report back. It was agreed that Cllrs Griffin and Sherbourne will arrange to speak to the resident who has made the request.</p> <p><u>Item 4438 Community Information Network:</u> The Finance Officer will pass the contact details for this organization to Cllr Sherbourne.</p> <p><u>Item 4439: Accounting Controls:</u> Cllr Mannering is prepared to carry out a check of invoices against cheques. The Finance Officer will discuss this with him.</p> <p><u>Item 4439: Water meter at allotments:</u> Cllr Sherbourne has checked the water meter and noted that there had been little movement.</p> <p><u>Item 4440: Section 106 funding:</u> There is no further news on this at present.</p> <p><u>Item 4441: Annual Parish Meeting:</u> Cllr Griffin will research the contacts for the Environment Agency, Thames Water and SODC.</p> <p><u>Item 4441: Queen's Birthday Celebrations.</u> Mrs Nesbitt reported that the Church Flower Festival and Fete will take place on 11th and 12th June on the theme 'Celebration'. Activities will be on the Royal weekend theme but the flower arrangements may represent any form of celebration. The festival will run from 10 – 6.00pm on Saturday and 12 – 6pm on Sunday, followed by Songs of Praise. It was agreed that it was important to compliment these events rather than competing with them. A grant of £672 is available for community events for the Queen's birthday. Cllr Soames will claim for the North Stoke and Mongewell events. Mrs Nesbitt will ask Mrs Hannigan if there are any plans for another event in Crowmarsh.</p>	<p>JG/SSh</p> <p>RFO</p> <p>RFO/DM</p> <p>JG</p> <p>SS</p>
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	<p><u>Item 4447: Shrub at end of Thames Mead:</u> it was agreed to take no action on this until after the bird nesting season.</p> <p><u>Item 4447: Vacant plot at Botany allotments:</u> three enquiries have been received and Cllr Sherbourne will contact those interested.</p> <p><u>Item 4447: Fencing at Bridge Villa Campsite.</u> New fencing has been erected and the barbed wire removed.</p>	
4451	<p>FINANCE</p> <p>a) Consideration of payments made in March A schedule of payments made in March was presented. It was proposed by Cllr Sherbourne and seconded by Cllr Soames that the payments be approved and this was agreed.</p> <p>b) Accounts Status at 31st March 2016 A summary of the accounts at 31st March was presented. Although the accounts had not yet been finalised, this summary represented the year-end position and showed an underspend of £13,840. Receipts are on target and payments are underspent. There has been no capital expenditure during the year. As there is £45,000 in the current account, it was agreed to move £40,000 to the reserve account, subject to the Finance Officer checking on the procedure for moving the funds back to the current account if necessary.</p> <p>c) Update on Grass Cutting Contract for 2016 The cost of the contract for 2016 has increased by £560 this year but this does include some areas which had previously been omitted from the contract. The Parish Council receives a grant from the County Council towards the cost of this. It was agreed to continue with Scofell for another year.</p> <p>d) Review of Publications Scheme The Publications Scheme was reviewed and approved. It was agreed to post the annual return and auditor's report on the website as well as the agendas for Parish Council meetings.</p> <p>e) Requests for Grant and Donations</p> <p><u>Nasio Trust</u> A request for a grant had been received from the Nasio Trust, to enable four young people to go to Kenya to carry out charity work. A donation of £200 was proposed by Cllr Hannigan and seconded by Cllr Sherbourne and this was</p>	<p>RFO</p> <p>RFO/FS/ Clerk</p> <p>SSh</p>

	<p>agreed.</p> <p><u>North Stoke PCC</u> A request for a grant for mowing the grass in the churchyard had been received. A donation of £945 was proposed by Cllr Mannering and seconded by Cllr Sherbourne and this was agreed.</p> <p><u>North Stoke Village Hall</u> A request for a grant for mowing the grass and cutting the hedges at North Stoke Village Hall had been received. A donation of £760 was proposed by Cllr Griffin and seconded by Cllr Hannigan and this was agreed.</p> <p>f) Any Other Matters</p> <p>The subscription of £70 to Community First Oxon (formerly Oxfordshire Rural Community Council) was approved.</p>	
4452	<p>CHAIRMAN'S REPORT</p> <p><u>Update on Capital Projects</u></p> <p>Cllrs were reminded to rank the suggested projects and to submit their project forms to the Clerk with any new suggestions. At the next meeting the revised questionnaire will be circulated again to councillors.</p> <p><u>Annual Parish Meeting</u></p> <p>The Annual Parish Meeting is scheduled for Thursday 19th May at Crowmarsh School, starting at 7.30pm. The Clerk will arrange for light refreshments to be provided.</p> <p><u>RAF Reception on Thursday 19th May</u></p> <p>The Chairman and Clerk had received invitations to this event. In Cllrs Johnson and Sherbourne expressed interest in attending.</p>	<p>ALL</p> <p>Clerk</p> <p>AJ/SSh</p>
4453	<p>PLANNING</p> <p>rooflight on the north elevation, as previous granted application P14/S3445/HH. The Walled Garden, The Street, Crowmarsh Gifford, OX10 8EJ: RECOMMEND APPROVAL.</p> <p>P16/S0645/FUL (Full Application): Proposed Office extension to western elevation. Jewson Limited, The Street, Crowmarsh Gifford, OX10 8ET: RECOMMEND APPROVAL.</p>	

4443	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <ul style="list-style-type: none"> • Cllr Soames reported that work is in hand on the riverside willow trees. <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> • Traffic Calming Measures on A4074 at Portway: Cllr Sherbourne has received a list of potential contractors from the Finance Officer. He and the Clerk will draft a letter requesting a technical assessment. • It was reported that kerbstones have become dislodged in a number of streets in Crowmarsh Gifford. These may be reported on 'Fix my Street' on the County Council website. • A local resident has complained about excessive traffic noise at the Crowmarsh roundabout, particularly at night, due to reckless driving. This has been reported to the police who have undertaken to monitor the situation. • Police are carrying out more speed checks on the A4074 at the Portway. • The current Go Ride service will continue until 20th July, the end of the school summer term. 	SSh/ Clerk
4444	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Update from Oxfordshire Together Highway Services (circulated to all parish councillors) • Clarification from SODC on the Code of Conduct for Local Councils regarding 'Bias in Decision Making' (circulated to all parish councillors) • Update from Thames Valley Police (circulated to all parish councillors). Cllr Griffin will submit relevant items for inclusion in Crowmarsh News. • Chiltern News Magazine • Information on a Commemorative Medal to be issued to mark the Queen's 90th birthday. The Clerk will send this to the school. 	JG Clerk

4445	<p>UPDATE ON WEBSITE</p> <p>Cllr Soames reported a fault on the parish website. The Clerk will report this to Cllr Stevenson.</p>	Clerk
4446	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 7th April at Crowmarsh Gifford Village Hall, starting at 7.30pm.</p>	
4447	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Cllr Jones reported that the large shrub at the end of Thames Mead is very overgrown. Cllr Griffin will investigate. • Cllr Sherbourne requested permission to order geraniums and compost for the flower tubs at the end of Benson Lane. This was agreed. • Cllr Sherbourne reported that there is still one allotment plot vacant. This will be advertised in Crowmarsh News. • A quantity of barbed wire outside the Bridge Villa campsite needs removing as it constitutes a hazard. Cllr Griffin will speak to Mr Townsend about this. 	<p>JG</p> <p>SSh</p> <p>JG</p>
	<p>The meeting closed at 9.25pm.</p>	