



CROWMARSH PARISH COUNCIL

Minutes of the Parish Council Meeting
Held at Crowmarsh Gifford Village Hall on Thursday 5th December 2024
starting at 7.30pm

Present:

Mr John Griffin (Chair)	Professor Andrew Johnson
Ms Anna Best	Mr Stephen Sherbourne

Attending: Dr Yvonne Peet and Mrs Sue Rance. Three members of the public attended the meeting.

Apologies: Received from Mr Julian Park, Mr David Rowley, Mrs Fleur Stevenson, Ms Julia Streete, Mr David Topliss, District Cllr Andrea Powell and District Cllr Sue Cooper.

Declarations of interest: None.

The meeting was quorate.

A member of the public asked whether, following the site meeting with the Highways Engagement Team, there was any further news about extending the pavement at the entrance to the French Gardens development at Benson Lane and the improvements to Footpath 2. Cllr Griffin has forwarded to the relevant officer some drawings submitted as part of the original application for the development. This will be followed up before Christmas.

A member of the public expressed concern about road safety near the entrance to the French Gardens site and suggested a sign should be displayed warning drivers about children crossing the road. It was noted that arrangements are in hand to cut back the trees in this area prior to constructing the extension to the pavement.

NO.		ACTION
5679	MINUTES OF MEETING HELD ON 7TH NOVEMBER 2024 The Minutes of the parish council meeting held on 7 th November 2024 were approved as a true record and signed by the Chairman.	

5680	<p>MATTERS ARISING FROM PREVIOUS MINUTES</p> <p><u>Item 5667:</u> Cllr Johnson is having technical problems with the online payment system. The Finance Officer will arrange to meet with him.</p> <p><u>Item 5667:</u> The Clerk will contact Cllr Park about progress with the tree survey. It was noted that money will need to be allocated in the budget to pay for this.</p> <p><u>Item 5661:</u> The deep cleanse has taken place and favourable reports were received about the tasks completed.</p>	<p>RFO/AJ</p> <p>Clerk</p>
5681	<p>REPORT FROM THE COUNTY COUNCILLOR</p> <p>It was reported that the government is currently consulting on allowing remote attendance and proxy voting, for local government meetings including County, District and Parish councils.</p>	
5682	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>It was noted that the County Council is introducing a booking system for Household Waste Recycling Centres in 2025.</p>	
5683	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p><u>Update on Interpretation Boards</u></p> <p>Cllr Park had submitted a proposal for the parish council to accept the quote of £300 for the final design of the boards. After discussion it was proposed by Cllr Griffin and seconded by Cllr Sherbourne that the quote be approved and this was agreed.</p> <p><u>Date for Review of Strategic Priorities</u></p> <p>It was agreed to meet on Thursday 16th January 2025, starting at 7.30pm. Cllr Sherbourne will book a suitable venue.</p>	<p>SSh</p>

5684	<p>PLANNING</p> <p>Decisions by SODC</p> <p>P24/S3031/HH Morrells Farm, Nuffield Lane, near Crowmarsh Gifford OX10 6QQ. Proposed pitched roof over existing front porch, proposed side dormer, alterations to existing front and rear dormers and new front and rear roof lights and Juliet balcony to rear (As amended by plans received 28 October 2024). Planning permission.</p> <p>P23/S2127/FUL Nosworthy Way, Mongewell. Change of use of land to EV charging facilities (as amended and amplified by additional tree, archaeological and ecological information received 9 November 2023 and archaeological information received 7 December 2023 plus ecological information received 29 January 2024). Appeal decision: planning permission refused.</p> <p>Consultation</p> <p>P24/S3572/HH 12 Home Farm, Crowmarsh Gifford OX10 8EL. An air source heat pump located next to the boundary of a neighbour's property. SODC's Environmental Protection team have no adverse comments to make with regards to potential environmental nuisance issues. Recommend no objection.</p> <p>Major developments</p> <p>A decision on the Newnham Manor application legal agreement is expected this month.</p> <p>Neighbourhood plan</p> <p>Nicholas Robins has commissioned a redrawn base map of the parish for the neighbourhood plan.</p>	
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FINANCE

a) Consider and agree payments since last meeting

The Finance officer had circulated a list of payments to be authorized. In addition to salaries and PAYE these were as follows:

Date	Company	Details	£ inc VAT
04.12.24	Yvonne Peet	Expenses Microsoft licence	79.99
20.11.24	Benson Tree Services	Robert Sparrow Gardens	630.00
29.11.24	Shield	Dog bin emptying	225.42
31.10.24	Grundon	Refuse October	159.86
01.12.24	N S Robins	Map for neighbourhood plan	47.74
13.11.24	Origin Amenity	Grass seed and dispensers	426.08
28.11.24	Albry Printing	Printing invoice pads	140.00
30.11.24	Lawncare	Trojan mower service	442.19
30.11.24	Lawncare	Mountfield mower service	190.70
05.12.24	BGI UK	Allotment insurance	136.21

It was proposed by Cllr Johnson and seconded by Cllr Sherbourne that the above payments be approved and this was agreed. Cllrs Griffin and Sherbourne will authorise the payments on-line.

b) Consider requests for grants and donations

Hope after Harm

The financial information requested had not yet been received.

	<p><u>Thames Run 2025</u> .A grant request had been received from the organisers of the Thames Run, a fund-raising event in support of Crowmarsh Gifford School and Style Acre. After discussion it was proposed by Cllr Sherbourne and seconded by Cllr Johnson that a donation of £250 be made under Section 137 and this was approved.</p> <p><u>Church of St Mary Magdalene, Crowmarsh Gifford</u> A request had been received from Rev. Kevin Beer, on behalf of St Mary Magdalene Church, for £5,000 towards the cost of building work to create a toilet and baby-changing facility as well as a kitchen/servery area, plus drainage and sewerage connections. After discussion, it was proposed by Cllr Sherbourne and seconded by Cllr Griffin that a grant of £5,000 be made and this was agreed. This will be paid from CIL money and it was agreed that the parish council is looking forward to working with the church as the improvements will make more community events possible.</p> <p>c) <u>Review of accounts status at 30th November 2024</u> The financial summary was presented. Total receipts for the year to date were £124,275.02 Total payments for the year to date were £73,039.22. The balance at the bank was £231,818,58. A copy of the CIL return has been uploaded to the website.</p> <p>d) <u>Consideration of precept and budget for 2025/6</u> The Finance Officer has met with Mr Chris Strange to discuss the potential income and expenditure for the pavilion and recreation ground as well as Scofell’s role in maintaining the nature area. At present the draft budget is projecting a deficit of £13,000 on running costs.</p> <p>Cllr Johnson explained that the nature area needs a regime of cutting to encourage biodiversity. Scofell has the specialized equipment needed to provide this and the scheme is proving successful.</p> <p>It was recommended that a salary increase of 5% should be included for budget purposes. The Finance Officer will make enquiries about whether the council will need to pay the increased employers’ national insurance contribution.</p> <p>After discussion, it was proposed by Cllr Sherbourne and seconded by Cllr Griffin that an increase of 5% in the precept for 2025/6 be agreed. It was anticipated that increasing it</p>	<p>RFO</p>
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	<p>by 5% each year should achieve a balanced budget in future years. This was approved.</p> <p>It was noted that increasing the precept by 5% from £54,232.58 to £56,944.21 means that the tax base changes from £58.85 to £62.26 (5.8% increase).</p> <p>The draft budget was discussed and it was proposed by Cllr Griffin and seconded by Cllr Sherbourne that it be approved. This was agreed.</p> <p>e) <u>Appointment of Internal Auditor</u></p> <p>The parish council has received letters of engagement from two prospective internal auditors. After consideration of the terms and conditions of engagement, it was agreed to appoint Lisa Wilkinson as internal auditor for the year ended March 2025, at a cost of £200. This was proposed by Cllr Griffin and seconded by Cllr Sherbourne.</p>	
5686	<p>CHAIRMAN'S REPORT</p> <p>OALC has recommended that parish councils should sign up to the Oxfordshire Councils' Charter. The document had been circulated and after discussion, it was proposed by Cllr Griffin and seconded by Cllr Sherbourne that the charter be adopted and this was agreed.</p>	
5687	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>The project to replace the sewage pipework is in hand. A new boot scraper has been delivered. A new flood marker is in place. The portrait of King Charles III has been displayed.</p> <p>Cllr Rowley is reviewing quotes for repairs to the play tunnel and this will be discussed by the Environment and Recreation Ground Committee at their meeting in January.</p> <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> Cllr Johnson reported that from time to time the phasing of the traffic lights on Wallingford Bridge is set to prioritise traffic leaving the town. This creates long queues in Crowmarsh. Cllr Griffin will contact the Highways Engagement Team. 	<p>Env/Rec</p> <p>JG</p>

	<ul style="list-style-type: none"> • Cllr Best has been unable to obtain a pro forma invoice for the autospeed watch camera. She will liaise with the Finance Officer who will pay for it using the parish council payment card. 	AB/RFO
5688	<p>UPDATE ON WEBSITE</p> <p>Cllr Best has reviewed the accessibility of the website and will liaise with Cllr Stevenson about her findings.</p>	AB
5689	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Notification from Cotswold Archaeology that a survey of stakeholders' access to Grims Ditch will be carried out for a two-week period over Christmas. • Information that a Local Cycling and Walking Infrastructure Plan (LCWIP) is to be developed for the wider Wallingford area. The county council will arrange a stakeholder meeting in the new year. • Rural Funding Digest • Police and Crime Bulletin • SODC updates • Chiltern Society Magazine • Healthwatch Oxon update • Parish Online Newsletter. • Rural Network update • OALC updates • NALC updates 	
5690	<p>DATES OF MEETINGS IN 2025</p> <p>A schedule of proposed dates was presented and will be circulated with the minutes.</p>	
5691	<p>ANY OTHER BUSINESS</p> <p>Cllr Johnson reported on a clean air initiative in Oxford. Among other things, this would involve restrictions on the use of wood burning stoves.</p> <p>Cllr Best reported that local residents had made the following requests:</p> <ul style="list-style-type: none"> • A dog bin for Cox's Lane. A dog bin has been requested to be sited at the top of the hill near the entrance to the farmer's field. Cllr Best will discuss this with the resident who has made the request. • A bench has been requested to be sited on the grassy area near to Botany Allotments. It was noted that the 	AB

	<p>future of this area is still being considered by the Environment and Recreation Ground Committee.</p> <ul style="list-style-type: none">• It was noted that the trimming of the trees at the bottom of Cox's Lane and between Robert Sparrow Gardens and Park View has been a great improvement.• A suggestion has been made that a footpath should be created along the main road from the bottom of Cox's Lane to the entrance to Grims Ditch to facilitate safe access. This would need to be a County Council project.	
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The meeting closed at 21.10.