



CROWMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crowmarsh Gifford Village Hall on Thursday 4th December 2025
starting at 7.30pm**

Present:

Mr John Griffin (Chair)	Mr David Rowley
Mrs Zazie Carruthers	Mr Stephen Sherbourne
Prof Andrew Johnson	Mrs Fleur Stevenson
Mr Julian Park	

Attending: Dr Yvonne Peet (RFO) and Mrs Sue Rance (Clerk). OCC Cllr Gavin McLaughlan and District Cllr Sue Cooper attended part of the meeting. Four members of the public attended the meeting.

Apologies: Received from Ms Anna Best, Mr David Topliss and District Cllr Andrea Powell.

Declarations of interest: Cllr Sherbourne declared an interest in planning application P25/S3474/HH 151 The Street, Crowmarsh Gifford OX10 8EQ and took no part in the discussion.

The meeting was quorate.

Questions from the public

The Chair of the Crowmarsh School PTA reported that she had submitted a request to the parish council for a contribution towards more laptops for the school pupils to use. This will be discussed under requests for grants and donations.

Information was requested about the time frame for the installation of the speed indicator devices for North Stoke. OCC Cllr McLaughlan will chase this up again. The device on the southbound carriageway is the responsibility of the County Council. The parish council has agreed to fund one on the northbound carriageway. However its location has to be agreed by the County Council.

NO.		ACTION
5823	<p>MINUTES OF PREVIOUS MEETING</p> <p>The Minutes of the meeting held on 6th November were approved as a true record and signed by the Chairman.</p>	
5824	<p>MATTERS ARISING FROM PREVIOUS MINUTES</p> <p><u>Item 5812</u>: OCC Cllr McLauchlan will raise his concerns about the impact of the proposed Abingdon Reservoir at the County Council meeting to be held on 9th December. It will also be discussed by SODC on 11th December.</p> <p><u>Item 5817</u>: Cllr Best will show on a map the data from the Autospeed Watch camera.</p> <p><u>Item 5818</u>: Cllr Best has in hand the acquisition of gov.uk email addresses for the parish council.</p>	<p>AB</p> <p>AB</p>
5825	<p>REPORT FROM THE COUNTY COUNCILLOR</p> <p>Cllr McLauchlan's report had been circulated and this was noted.</p> <p>Cllr McLauchlan will ask for an update on the work to be carried out in Benson Lane. He plans to walk Watery Lane with Cllr Griffin so he can familiarize himself with the project and will then feed back to the County Council.</p>	<p>GM/JG</p>
5826	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <ul style="list-style-type: none"> • The District Councillors' report had been circulated and the following points were noted: <ul style="list-style-type: none"> ➢ A new Chief Executive of South and Vale Councils has been appointed with effect from 1st January 2026. Her name is Adrianna Patridge and she is currently one of the Councils' Deputy Chief Executives and has been acting in her new position for many months. ➢ Discussions on the proposals for local government reorganization are taking place. The two-Unitary proposal is available on-line. ➢ Social issues such as the displaying of flags will be discussed by OCC at their forthcoming meeting, 	

	<p>➤ District Cllr Cooper noted that there is no provision for affordable housing in the planning application for development at the former Jewson site.</p>	
5827	<p>REVIEW OF STRATEGIC PRIORITIES</p> <ul style="list-style-type: none"> • Watery Lane Improvements: A quote has been received from Drayton Construction. • Bus Shelters: No update has yet been received. • Village Signage: No quote has yet been received. 	
5828	<p>PLANNING</p> <p>Decisions by SODC</p> <p><u>P25/S3056/LDP</u> Holly Cottage, 3 Benson Lane, Crowmarsh Gifford OX10 8ED. Extension of the single storey side structure with mono-pitched roof to incorporate a utility room. Certificate of Lawful Use or Development</p> <p><u>P25/S1048/HH</u> The Grange, The Street, North Stoke OX10 6BL. Construction of new double garage, garden store and boat store. (Amended plans received 28 October showing new access driveway removed). Planning Permission.</p> <p><u>P25/S3116/HH</u> 2 Lane End, Crowmarsh Gifford OX10 8DG. Single storey rear extension to replace conservatory. Planning Permission</p> <p><u>P25/S3188/LDP</u> 31 Rush Way, Crowmarsh Gifford, Wallingford OX10 8FU. Erection of a garden office building. Certificate of Lawful Use or Development.</p> <p><u>P25/S2178/HH</u> Long Reach House, Pickets Lane, North Stoke OX10 6BU. Installation of a three-quarter-span lean-to greenhouse with new double door access from the house. (Additional information received 6 October 2025). Planning Permission.</p> <p><u>P25/S2557/HH</u> 26 Thames Mead, Crowmarsh Gifford OX10 8EX. Single storey extensions and internal alterations including conservatory to rear, ground floor infill extension and garage conversion to create additional living spaces (as amended by plans to alter junction point of proposed conservatory received on 15 October and amended certificate received 16 October 2025). Planning Permission.</p>	

	<p>Consultations</p> <p><u>P25/S3559/LB</u> The Old Farmhouse, The Street, North Stoke OX10 6BL. Replace existing roof tiles on southern wing, gable roof and hipped roof areas with hand-made traditional clay tiles. Recommend approval.</p> <p><u>P25/S3162/FUL</u> and <u>P25/S3166/LB</u> Former Jewson's Yard, 50 The Street, Crowmarsh Gifford, Full planning application for the erection of 14 dwellings, plus restoration and conversion of existing Grade II listed building to a residential dwelling, with associated works, parking and landscaping, with access from The Street, following the demolition of existing non-listed structures and removal of existing hardstanding. Councillors welcomed the proposals for energy efficiency and heating source but would like to see solar panels and electric charging points plus some provision for increasing biodiversity. There were also concerns about lack of sufficient parking and the proposal for a key code gate to the north of the site rather than an open pedestrian access route. The Chairman will draft a response to SODC and will mention the lack of provision for affordable housing as noted by District Cllr Cooper.</p> <p><u>P25/S3474/HH</u> 151 The Street, Crowmarsh Gifford OX10 8EQ. Construct new wall to front of curtilage in brick and flint with pedestrian and vehicle gates. Recommend approval (Stephen Sherbourne declared an interest).</p> <p>Major developments</p> <p>Newnham Manor The developer has been granted an extension until Christmas to finalise the agreement in connection with a right of way across the land.</p>	JG																
5829	<p>FINANCE</p> <p>a) <u>Consider and agree payments since last meeting</u></p> <p>The Finance officer had circulated a list of payments to be authorized. In addition to salaries and PAYE these were as follows:</p> <table border="1" data-bbox="358 1619 1208 1924"> <tbody> <tr> <td>Shield</td><td>28.11.25</td><td>Dog bin emptying</td><td>243.10</td></tr> <tr> <td>Grundon</td><td>30.10.25</td><td>Refuse collection Oct</td><td>167.62</td></tr> <tr> <td>Elite Heating</td><td>11.11.25</td><td>Pump washer valves</td><td>114.00</td></tr> <tr> <td>Morgan Fire Protection</td><td>20.11.25</td><td>Servicing of equipment</td><td>168.90</td></tr> </tbody> </table>	Shield	28.11.25	Dog bin emptying	243.10	Grundon	30.10.25	Refuse collection Oct	167.62	Elite Heating	11.11.25	Pump washer valves	114.00	Morgan Fire Protection	20.11.25	Servicing of equipment	168.90	
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		RefreshPro	17.11.25	Window cleaning	84.00	
		BGI UK	03.12.25	Public liability insurance allotments	136.21	
<p>It was proposed by Cllr Sherbourne and seconded by Cllr Johnson that the above payments be approved and this was agreed. Cllrs Sherbourne and Stevenson will authorise the payments on-line.</p>						
<p>It was reported that a tree in Watery Lane is in need of pruning. The cost would be £360 including VAT. This was proposed by Cllr Griffin, seconded by Cllr Sherbourne and agreed unanimously.</p>						
<p>b) <u>Review of Accounts Status for Year to Date</u></p>						
<p>The accounts status at 30th November had been circulated. Payments made in November amounted to £13,281. Income received was £1,402.50. The bank balance at 30th November was £209,833.32.</p>						
<p>Ear-marked reserves were discussed and agreed as follows:</p>						
<p>Village Signs: £5,000 Watery Lane: £50,000 Bus Shelters: £20,000 for three.</p>						
<p>c) <u>Requests for Grants and Donations</u></p>						
<p>North Stoke Village Hall: The village hall committee had requested a grant of £862.60 to cover the cost of grass cutting in 2025. It was proposed by Cllr Sherbourne and seconded by Cllr Griffin that this be agreed and this was approved. The Clerk will request that they obtain alternative quotes for the work in future years.</p>						
<p>Citizens' Advice: It was proposed by Cllr Griffin and seconded by Cllr Sherbourne that a grant of £500 be made and this was approved.</p>						
<p>Crowmarsh School PTA: (Cllr Stevenson declared an interest as a parent of children at the school) A request had been received from the PTA for financial support towards the purchase of additional laptops for</p>						

pupils' use in order to enable each child to have access to a laptop when their class is using the equipment. This was discussed and it was proposed by Cllr Johnson and seconded by Cllr Sherbourne that a Section 137 donation of £1500 be made and this was agreed. This would fund the purchase of three laptops. It was pointed out that a significant number of the pupils do not live in Crowmarsh parish and the PTA Chair confirmed that they will be asking other organisations to contribute. The total sum needed is £8,500.

d) Consideration of Budget 2026-27

The Finance Officer had circulated a draft budget for 2026-27 and this was discussed. Figures included projected income and costs based on no increase in the precept, as well as a 3% and a 5% increase. After discussion it was proposed by Cllr Griffin and seconded by Cllr Sherbourne that the draft budget be approved and this was agreed.

e) Consideration of Precept for 2026-27

The proposed options for the precept, detailed on the draft budget, were considered and it was proposed by Cllr Johnson and seconded by Cllr Sherbourne that the precept be increased by 5%. This was agreed. The requested precept for 2026/27 would therefore be £60,090. The amount payable for a Band D household would be £62.26 per annum.

f) CIL Payments

The Finance Officer reported that the CIL payment of £9,599 due in October for the housing development at The Sycamores, had not been received as the developer is in administration.

g) Community Infrastructure Levy Annual Report

The Finance Officer had circulated the CIL report for 2024/25. CIL receipts retained at the year-end for the 2024/25 year were £13,863.17 and from previous years £156,200.97, a total of £170,064.14. This was approved.

5830	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground Committee</u></p> <ul style="list-style-type: none"> • A quote has been received from Eibe for improving the surface under the Extron unit with synthetic mulch and for synthetic mulch and hardcore. Additional quotes are being sought to include the Fantalica safety aerial seesaw. These will be considered when the Environment and Recreation Ground Committee meets on 12th January and the Parish Council will then be asked for approval. It is hoped to have the work done early in the new year so that the equipment can be re-opened. • Additional gym equipment is currently on hold as is professional cleaning or new carpet tiles in the main hall. • Cllr Johnson reported that a member of the public who runs exercise classes at the recreation ground has expressed an interest in joining the Environment and Recreation Ground Committee. It was agreed to support this request. Cllr Johnson will check whether he is charging for the classes as, if he is, there would be a conflict of interest. • It was reported that the football pitch is very muddy and sometimes not playable. <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> • An email had been received from HR Wallingford expressing concern about the safety of Howbery Park employees when using the bus stop in Benson Lane. The Clerk will forward this to OCC Cllr McLauchlan and the Chair of Benson Parish Council. 	<p>SSh</p> <p>AJ</p> <p>Clerk</p>
5831	<p>UPDATE ON WEBSITE</p> <p>The Finance Officer reported that the council is required to publish a list of councillors and their roles and responsibilities on the parish website. Cllr Stevenson confirmed that there is a list on the website but it is out of date. The Clerk will send her an up-to-date list.</p>	<p>Clerk</p>

5832	<p>REPORTS OF REPS ON OUTSIDE BODIES</p> <p><u>Wallingford Bridge Estate Charity</u> Cllr Sherbourne wishes to encourage charitable organisations to apply for funding to the Bridge Estate Charity via the Town Clerk.</p>	
5833	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Update from the Chilterns National Landscape • Update from the Police and Crime Commissioner • Rural Weekly News • Parish Online Update • SODC Updates • Healthwatch Oxon update • OALC updates • NALC updates 	
5834	<p>DATES OF MEETINGS IN 2026</p> <p>The next meeting will be held on Thursday 5th February at Crowmarsh Gifford Village Hall starting at 7.30pm.</p> <p>Future meetings will be held on:</p> <p>Thursday 5th March at Crowmarsh Village Hall, starting at 7.30pm Thursday 2nd April at Crowmarsh Thursday 7th May at North Stoke Village Hall Thursday 4th June at Crowmarsh Thursday 2nd July at Crowmarsh Thursday 6th August at Crowmarsh Thursday 3rd September at Crowmarsh Thursday 1st October at North Stoke Thursday 5th November at Crowmarsh Thursday 10th December at Crowmarsh.</p> <p>The Annual Parish Meeting will be held at Crowmarsh Pavilion on Thursday 21st May starting at 7.00pm.</p>	
5835	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Following the traffic problems in Wallingford on 24th November, a resident had requested to know the identity of the organization responsible. The problem was caused by roadworks near the CABI site. The Clerk will advise him that highway works are the responsibility of OCC. 	Clerk

The meeting closed at 9.00pm

pc mins 041225/8