



CROWMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at North Stoke Village Hall on Thursday 3rd October 2024
starting at 7.30pm**

Present:

Mr John Griffin (Chair)	
Mr Stephen Sherbourne	
Ms Julia Streete	

Attending: Dr Yvonne Peet and Mrs Sue Rance. District Cllr Andrea Powell attended part of the meeting. Three members of the public attended part of the meeting.

Apologies: Received from District Cllr Sue Cooper, Ms Anna Best, Prof Andrew Johnson, Mr Julian Park, Mr David Rowley, Mrs Fleur Stevenson and Mr David Topliss.

Declarations of interest: P24/S3050/HH 151 The Street, Crowmarsh Gifford: Cllr Sherbourne declared an interest in this application and took no part in the discussion.

The meeting was quorate.

A member of the public, Mr Trevor Bedeman, spoke about the active travel initiative to create a safe cycling and walking route from Benson to Crowmarsh and Wallingford and thence to Cholsey station. This is part of the local cycling and walking infrastructure plan (LCWIP). He plans to convene a meeting of interested people and pointed out that there is a difference between functional and recreational cycling and walking. The county council has allocated funds to LCWIP and the overall aim is to form a network of cycling and walking routes across the county. Mr Bedeman will send a report to the parish clerk to be circulated to councillors.

NO.		ACTION
5655	MINUTES OF MEETING HELD ON 5TH SEPTEMBER 2024 The Minutes of the parish council meeting held on 5 th September 2024 were approved as a true record and signed by the Chairman.	

5656	<p>MATTERS ARISING FROM PREVIOUS MINUTES</p> <p><u>Item 5648</u>: The review of pavilion income was deferred to the November meeting. The Finance Officer is seeking quotes for a replacement internal auditor.</p> <p><u>Item 5649</u>: Trustees for North Stoke Village Hall: The Clerk has taken advice from OALC and the matter is under discussion with the village hall management committee.</p> <p>The Gigaclear wayleave agreement has been signed and returned.</p> <p><u>Item 5650</u>: Berrick Salome initiative to address drainage issues. Cllr Griffin will contact Berrick Salome Parish Council.</p> <p><u>Item 5654</u>: There is no further news on the water leak on The Portway.</p>	Clerk (agenda) RFO
5657	<p>REPORT FROM THE COUNTY COUNCILLOR</p> <p>No report had been received from County Councillor Bloomfield.</p>	
5658	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>The District Councillors' report had been circulated and was noted. The following topics were reported on:</p> <ul style="list-style-type: none"> • The Regulation 19 publication version of the new Joint Local Plan was approved on 19th September and will be submitted for inspection in December. Consultation will take place from 1st October for six weeks. • Oxford City Council has been instructed to withdraw its draft Local Plan as the inspector found they had not demonstrated meaningful dialogue and cooperation with neighbouring planning authorities. • The Homes for Ukraine Grant Scheme is now open for applications. • Funding for decarbonization grants has been received and may be applied for by 7th October. • Applications for the Home Energy Upgrade Scheme must be made by 31st October. • SODC is calling for a vote of no confidence in Thames Water and is asking for it to be taken back into public ownership. • The process of setting the Council's budget for the next year has begun. 	

5659	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p><u>Update on Interpretation Boards</u></p> <p>The draft design for the boards is in hand.</p>	
5660	<p>PLANNING</p> <p>Decisions by SODC</p> <p>P24/S2658/HH 2 Lane End Crowmarsh Gifford OX10 8DG. Garage conversion and new bay window. Planning Permission.</p> <p>P24/S1565/FUL Blackburn Farm Church Lane Ipsden OX10 6AE. Erection of a livestock building with associated feed bins (as amended by revised site and location plan 20 August 2024 and ecology information received 28 August 2024). Planning Permission.</p> <p>P24/S2556/LB 55A The Street Crowmarsh Gifford OX10 8EA. Replace front door with like for like double glazed windows. As clarified by photographs of original door received on 22 August 2024. Listed Building Consent.</p> <p>P24/S2594/LB 92 The Street Crowmarsh Gifford OX10 8EJ. Replacement of timber windows and door with new timber windows and door. Listed Building Consent.</p> <p>Consultations</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. Recommend approval.</p> <p>P24/S3050/HH 151 The Street Crowmarsh Gifford OX10 8EQ. Construction of front extension to form a porch. Recommend approval. Stephen Sherbourne declared an interest.</p> <p>Major developments</p> <p>A meeting has been held with representatives of TA Fisher, who have acquired the Jewson's site and plan to apply for a development of 15 one- and two-bed homes.</p> <p>The Newnham Manor application legal agreement is progressing well and should be finalized by 31st December.</p>	

Neighbourhood plan

Nicholas Robins has produced a revised draft that he will send to the case officer for her input once we have commented. In the emerging Joint Local Plan, Table TCR1 has misclassified Crowmarsh Gifford as a village/local centre with retail facilities: this is being challenged.

5661

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
27.09.24	Shield	Dog bins Sept	225.42
22.09.24	Ashburton	Grass cutting rec	108.00
20.09.24	Morgan Fire	Service extinguishers	159.18
19.09.24	1 st Class tree surgeons	Hedge cutting Home Farm	500.00
31.08.24	Crowmarsh VH	Room hire August	20.00
31.08.24	Grundon	Refuse collection Aug	159.86
05.09.24	Castle Water	Allotment water August	27.60
02.10.24	Refresh Pro	Window clean Pavilion 30/9	84.00
01.10.24	Suggs	Replace smoke + heat detectors	1,480.00

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

The Finance Officer will check whether Cllr Johnson is willing to authorise payments on-line.

RFO

	<p>b) <u>Consider donations to British Legion Poppy Appeal</u></p> <p>It was proposed by Cllr Sherbourne and seconded by Cllr Streete that donations of £120 each be made to the Royal British Legion Poppy Appeals for North Stoke and for Crowmarsh Gifford. This was agreed. The Clerk will contact Mrs Judith Soames to ask whether she is still the co-ordinator for North Stoke and will also research who is co-ordinating the appeal for Crowmarsh Gifford. It was agreed to nominate Cllr Johnson to lay the wreath in Crowmarsh, subject to his availability.</p> <p>c) <u>Review of accounts status at 30th September</u></p> <p>The financial summary was presented. Total receipts for the year to date were £114,419.49. The precept has been received in full. Total payments for the year to date were £51,213.81. The balance at the bank was £243,788.45.</p> <p>d) <u>Six month budget review</u></p> <p>A review of the budget was presented and it was noted that the budget for the precept was £51,650 but the actual amount was £54,232. It was agreed to amend the budget figure to match the actual. Other than this, the figures were broadly in line with budget. It was proposed by Cllr Streete and seconded by Cllr Sherbourne that the amended budget be accepted and this was agreed.</p> <p>e) <u>Consider request from Ashburton for a two-year contract for grass cutting</u></p> <p>This was discussed and it was agreed that Ashburton are doing a good job. It was proposed by Cllr Sherbourne and seconded by Cllr Streete that a two-year contract be awarded from next season and this was agreed.</p> <p>f) <u>Review of Investment Strategy</u></p> <p>The investment strategy was reviewed and approved. It was noted that clause 5.3 stipulates that the maximum investment with one institution must not exceed 60%. Any exception to this limit must be approved by full council. After discussion it was proposed by Cllr Griffin and seconded by Cllr Streete that this exception be approved and this was agreed.</p>	<p>Clerk</p> <p>Clerk</p> <p>AJ</p>
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	<p>g) <u>Review of Standing Orders</u></p> <p>The standing orders document was reviewed. It was proposed by the Finance Officer that Section 18(c), dealing with financial controls, should be amended such that the threshold for tenders is increased from £10,000 to £25,000, in line with council practice. Subject to this alteration, it was proposed by Cllr Sherbourne and seconded by Cllr Streete that the document be approved and this was agreed.</p> <p>h) <u>Charity Commission Return</u></p> <p>The Clerk reported that the Charity Commission Return for the year ended 31st December 2023 in respect of the Village Green, North Stoke had been submitted. The document will be circulated to councillors and uploaded to the parish website.</p> <p>i) The Finance Officer reported that the Clerk's laptop has become very slow and suggested that it should be replaced with a new one. It was proposed by Cllr Streete and seconded by Cllr Sherbourne that a new laptop be purchased by the council and this was unanimously approved.</p>	<p>Clerk/ RFO</p> <p>Clerk</p>
5662	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>The committee met on 23rd September and the minutes had been circulated. Cllr Streete reported as follows:</p> <ul style="list-style-type: none"> • Two quotes for replacement pipework have been received but clarification is needed of what is included. • The fire call points have all been fitted. • The sign at the main entrance is now in place. • The Orbit roundabout and Saturn equipment have been repaired. A maintenance contract will be considered for the Orbit roundabout which needs inspecting every six months. The District Council will be consulted re. their approach to similar equipment at Abingdon. • Andrew Nesbitt has now joined Chris Strange as Assistant Caretaker. • The open space at Botany Allotments is not being used currently but two residents of Robert Sparrow Gardens have asked for it to be regularly cut. After discussion it was decided to consult the residents of Robert Sparrow Gardens 	

	<p>and Park View on their preferences for that piece of land: planting trees, mowing grass regularly, use for additional allotments or any other ideas. Cllr Streete will hand deliver a questionnaire.</p> <ul style="list-style-type: none"> • Chris and Andrew have dealt with a damaged tree at the nature area and Chris will clear the overgrown vegetation on the path from the church to the recreation ground. • Thanks were expressed to Chris for his vigilance in respect of travellers close to the pavilion and recreation ground. • It was confirmed that no additional salt is required this winter. The Clerk will advise the team at OCC. • Andrew and Chris have inspected the new trees and marked with a cross those that have died. • Chris will liaise with Cllr Stevenson to publish pavilion and recreation ground events on the website. • A tree survey is needed once ownership of the trees has been established. Cllr Park will speak to the OCC Forestry Department. The ash tree at Benson Lane needs to be included as well as others on Howbery Farm. • A deep cleanse, organized by SODC, will be carried out by Biffa, starting on 21st November. After discussion, it was agreed to request litter picking in Clacks Lane and Benson Lane, weeding in Benson Lane at the pedestrian refuge near the junction with The Street and at the end of Thames Mead, opposite the horse chestnut tree. The Clerk will ask whether street signs may be cleaned too. • Chris and Cllr Sherbourne have removed the brambles at the end of Home Farm. Thanks were expressed to them. <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> • The meeting with the Highways Engagement Team, scheduled for 26th September, was cancelled by OCC due to the bad weather. After discussion it was agreed to request a revised date on the morning of Thursday 24th October or a later Thursday morning. The Clerk will contact OCC. 	<p>Clerk</p> <p>JP</p> <p>Clerk</p> <p>Clerk</p>
5662	<p>REPORTS OF REPS ON OUTSIDE BODIES</p> <p><u>River Users' Group (RUG3)</u></p> <p>The next meeting is scheduled for Thursday 10th October at Benson Parish Hall starting at 7.30pm. Cllr Sherbourne will attend.</p>	<p>SSh</p>

5663	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Invitation to RAF Benson's Annual Reception on 8th October. Cllrs Streete and Sherbourne will attend. The Clerk has accepted on their behalf but will contact RAF Benson to check the arrangements • Rural Funding Digest • Police and Crime Bulletin September • SODC updates • News from Chilterns National Landscape • Healthwatch Oxon update • Email from Core Clean re. bus shelter cleaning • Parish Online Newsletter. • Rural Network update • OALC updates • Safeguarding News • NALC updates 	Clerk
5664	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 7th November at Crowmarsh Gifford Village Hall, starting at 7.30pm.</p>	
5665	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • The kerb stones at Park View have been repositioned. • Cllr Streete reported that she has registered with 'Fix my Street' and has permission to mark potholes etc. to assist OCC Highways with identifying items requiring attention. • It was noted that there has been a delay to the accessible boat works due to the recent flooding. 	

The meeting closed at 21.04.