



CROMMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crommarsh Gifford Village Hall on Thursday 9th December 2021,
starting at 7.30pm**

Present:

Mr John Griffin (Chairman)	Mr Stephen Sherbourne
Prof Andrew Johnson	Mrs Fleur Stevenson
Mr David Rowley	

Attending: Dr Yvonne Peet, (Finance Officer), and Mrs Sue Rance (Clerk).

Apologies: Received from Mr Julian Park, Mrs Liz Ryall, Mr Robin Smith, Mr David Topliss, Mr Julian Park, County Councillor Felix Bloomfield and District Councillors Sue Cooper and Andrea Powell.

Declarations of interest: Cllr Griffin declared an interest in planning application P21/S5054/LDP and took no part in the discussion.

The meeting was quorate.

NO.		ACTION
5251	MINUTES OF MEETING HELD ON 4TH NOVEMBER 2021 The Minutes of the previous meeting were approved as a true record and signed by the Chairman.	
5252	MATTERS ARISING FROM PREVIOUS MEETING <u>Item 5239:</u> The daffodil bulbs promised by Grundons have now been delivered. Cllr Johnson suggested planting some at the Emery Owen allotments. <u>Item 5239:</u> The Finance Officer is researching the question of the faulty floodlighting at the church.	
5253	ADVICE FROM OALC REGARDING COVID RESTRICTIONS Following advice from OALC, it was agreed to put in place the following delegated authority during the updated Covid restrictions: In response to the continuing Covid-19 outbreak and in the event that it is not possible to convene a meeting of the council in a	

	<p>reasonable time, the Clerk shall have delegated authority after discussion with the Chair, to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the Council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.</p>	
<p>5254</p>	<p>REPORT OF THE COUNTY COUNCILLOR</p> <p><u>Covid 19 update.</u></p> <p>The situation in Oxfordshire mirrors the national picture, with cases continuing to rise. Over the past 7 days, cases have risen by 20% and are now at the highest ever level, at a rate of 666.7 per 100,000.</p> <p>In common with the rest of the country the new Omicron variant is a factor in the transmission of the virus.</p> <p>To assist with this there are several new measures being put in place one of which is a mobile testing unit in central Oxford, the facility is located in Radcliffe Square. It will be in place for the next four days and will operate on a walk-in basis 10.30 am to 6.30 pm each day.</p> <p>Please encourage all residents to follow government guidelines to stay safe, including wearing face coverings, ventilating rooms, washing hands regularly and get vaccine and booster jabs as soon as possible.</p> <p>The government has introduced new measures and a significant expansion of the vaccine programme following identification of the Omicron variant.</p> <p>Vaccines continue to be the best line of defence.</p> <p>The first vaccine in Oxfordshire was delivered on 8th December 2020 at the Churchill Hospital. Since that time, and with thanks to hundreds of NHS workers, Local Authority staff and volunteers we have delivered 1,276,000 vaccines to residents in Oxfordshire.</p> <p>Suspension of roadworks</p> <p>Routine roadworks are to be halted during the seasonal period to help communities, shoppers and businesses. This started on 3rd December and will run till 4th January.</p>	

5255

REPORT OF THE DISTRICT COUNCILLORS

Councillor Grants – Round Two

The second round for applying for a Councillor Grant has now opened and will close on 4th February 2022. We both have approximately £2,500 remaining in our funds.

Information on all SODC grant schemes can be found at <https://southoxon.gov.uk/grants>

SODC Covid Community Hub remains operational

We've seen an increase in requests for support from our Community Hub team. For the month of November, we've handled 217 enquires resulting in 11 food parcels and 56 referrals for further support. We've also called 242 residents to offer help and made 163 follow up calls to those who had received a test and trace payment as a result of needing to self-isolate. A total of £17,500 in supermarket vouchers has also been given to support residents self-isolating.

SODC has also made over 250 payments in the last quarter to those who have lost income due to having to self-isolate and paid out £4.8m to businesses using funds provided by central government.

Free Car Parking in Wallingford to support local businesses at Christmas

As usual, the SODC car parks in Wallingford will be free on three Thursdays in the run-up to Christmas (9th, 16th and 23rd) to encourage shoppers to buy their gifts and festive food from local businesses.

Garden Waste Collections

We are now able to start taking on new customers for the garden waste service. Anyone interested should go to

<https://www.southoxon.gov.uk/south-oxfordshire-district-council/recycling-rubbish-and-waste/garden-waste/>

Litter picking service suspended over Christmas and New Year

Anyone planning a litter pick in January please be advised that we are suspending the service from Monday 13 December until Monday 24 January to allow our waste contractor to focus on collecting household waste at this, their busiest time. We will not be able to lend litter picking equipment nor pick up collected litter during this period. If you are planning on organising a litter pick then please give the waste team two weeks' notice. A guide to organising a litterpick with the council is on the website.

Planning Enforcement

At its meeting on 2nd December, Cabinet approved an updated **Planning Enforcement Statement**, which sets out the new approach proposed by officers to the triage and handling of complaints to improve efficiency, transparency and communication. The team currently has a huge backlog of complaints to process (there was a significant increase during Covid lockdowns) and the methodology used is labour-intensive and does not adequately prioritise the most serious breaches. Once the new statement is approved, clear information will be provided on the SODC website and councillors have requested that Officers compile an information pack for Town & Parish Councils. It is worth saying that SODC is in the top 4% of Councils in terms of planning enforcement action taken already and that it is not a statutory duty and is rather resource-intensive. The Planning Enforcement Statement hasn't been updated since 2016 and there have been a number of changes to the NPPF since then which also need to be taken into account.

Q2 2021/22 Corporate Plan Performance Report

The Council publishes a quarterly performance report indicating progress made towards achieving the objectives set out in our Corporate Plan. The report for the 2nd Quarter (Jul-Sept) has now been published and can be found on our website at <https://www.southoxon.gov.uk/corporateplan>

Tackling Domestic Abuse

Our Community Safety team has been working with local charity Reducing the Risk of Domestic Abuse to raise awareness of the support available for victims of Domestic Abuse. To highlight the issue, they have stencilled messages in our car parks as part of the '16 Days of Activism against Gender-Based Violence', an annual international campaign which began on 25 November with White Ribbon Day - the International day for the elimination of violence against women and ends on 10 December with Human Rights Day.

The stencils ask questions:

- Do you feel like you are walking on eggshells?
- Are you afraid of your partner?
- Are you worried about someone you know being controlled?

and include the Oxfordshire Domestic Abuse Service's Helpline number 0800 731 0055 (Mon-Fri 10-6 Sat 10-4) and Reducing the Risk's website reducingtherisk.org.uk, where people can go to find help and advice.

5256

FINANCE

a) Payments to be made in December

The Finance Officer had circulated a list of payments to be made. As well as salary payments, this included:

- £59.99 for renewal of Microsoft 365 for the Finance Officer
- £23.96 for bulbs to be planted in the village
- £264 for two pedal operated sanitisers
- £127.42 refuse collection
- £16 for hire of the village hall
- £300 for tree planting
- £100 deposit for the Ceilidh band at the Big Jubilee Lunch
- £416.97 final retention payment to Eibe Ltd
- £1,380 for grass cutting in October
- £30 for transfer of software to the new finance computer.

In addition an invoice for £350 is expected for 3-D images for the SODC grant application.

It was proposed by Cllr Johnson and seconded by Cllr Rowley that these payments be approved and this was agreed.

b) Consider Accounts for year to date

The Finance Officer had circulated a summary of the accounts to 30th November 2021. Total receipts for the year to date were £121,016.77 and total payments £80,517.52. The current account balance was £189,733.78 and there was £102,349.32 on deposit.

c) Consideration of 2022/2023 Budget and Precept

The Finance Officer presented a draft budget. This included a proposed precept of £42,553. This was based on keeping the parish share of the council tax at the current level but was an increase of £2,948 on last year's precept due to new housing in the parish. After discussion it was proposed by Cllr Johnson and seconded by Cllr Sherbourne that the precept be agreed and this was approved.

The draft budget was discussed. Total budget income was £142,298 and total budget expenditure was £147,190, showing a deficit at year end of £4,892. After discussion, it was proposed by Cllr Sherbourne and seconded by Cllr Johnson that the budget be approved and this was agreed.

The Finance Officer is following up a report of problems with the pavilion roof.

<p>5257</p>	<p>CHAIRMAN'S REPORT</p> <p><u>Climate Emergency and the CEE Bill</u></p> <p>The Chairman proposed that Crowmarsh Parish Council declares a climate emergency in recognition of the clear evidence that climate and ecological change represent a threat to the life opportunities and well-being of future generations and need to be addressed at all levels of government.</p> <p>The Council recognizes that addressing the challenges of climate change will result in many benefits in terms of health, wellbeing, and community resilience and resolves that all our future actions and decisions will take account of the need to reduce emissions of greenhouse gases and reach net-zero carbon.</p> <p>The Council supports Oxfordshire County Council and South Oxfordshire District Council in their commitments to net-zero carbon.</p> <p>This was agreed and will be posted on the website.</p> <p>The Chairman proposed that the Council supports the CEE Bill which will commit national government to action. It was agreed to declare our support to strengthen government action.</p> <p><u>Sustainability and Climate Change Policy</u></p> <p>The sustainability and climate change policy had been circulated to councillors and was discussed and approved. It will be posted on the website.</p>	
<p>5258</p>	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>Pavilion Improvements Project: Tenders are due in on 10th December. Four are expected to be received.</p> <ul style="list-style-type: none"> • It was agreed to support the project and a contribution from the Parish Council of up to 50% of the costs (£75,000) was approved in a total budget of up to £150,000. • It was agreed to apply for a SODC capital grant; the deadline for submissions is noon on 17th December. The SODC standard terms and conditions document has been circulated and this was approved and signed by the Chairman and by Cllr Johnson. • It was agreed to authorise the Finance Officer, Yvonne Peet and the Clerk, Sue Rance to receive the grant on behalf of the Parish Council and to sign the grant documents. 	

	<ul style="list-style-type: none"> • It was also agreed to authorise the Clerk to submit the grant application. • It was agreed to apply to the FCC Community Action Fund (previously WREN) for a grant to cover any shortfall in funding from SODC or extra tender cost. The next round opens on 15th December until 2nd March 2022. • A fund will be required within the Parish Council accounts to cover ongoing maintenance and any replacements. It was agreed to keep sufficient reserves available for this. • It was agreed the PC would also allow for/cover a 10% contingency for the project. <p><u>Traffic and Transport Committee</u></p> <p>A meeting will be held on 16th December with Matthew Barber, the Police Crime Commissioner and John Howell MP on road safety and noise. Cllr Sherbourne and members of the Traffic and Transport Committee plan to attend and the Chairman will try to be there.</p>	
5259	<p>PLANNING</p> <p>Decisions by SODC</p> <p>P21/S3932/HH 1 Winterbrook Wallingford OX10 9DX New carport and modifications to front entrance gates. Planning permission (not in our parish)</p> <p>Withdrawn</p> <p>P20/S0545/FUL The Woodyard Constitution Hill Mongewell. Construction of a single detached dwelling that will re-use the existing building as an ancillary garage/ outbuilding; amenity space provision and associated works. (As amended 21 September and 7 October 2020). The parish council objected to this application. (The SODC website includes our comments on another Mongewell application – I have informed them but it makes no difference to the outcome of either.)</p> <p>Consultations</p> <p>P21/S4814/LB 47 The Street Crowmarsh Gifford OX10 8EA, Replacement of attic bedroom window. Recommend approval but ensure that the new timber-framed unit is double-glazed (option 1).</p> <p>P21/S4665/FUL Sheringham House Crowmarsh Hill Crowmarsh Gifford OX10 8BG Removal of existing dwelling and garage. Erection of three detached four bedroomed two storey dwellings. Recommend refusal – (1) demolition of such a recently-built house would be</p>	

	<p>wasteful of materials and the embodied energy in its construction; (2) cramped development for three houses; (3) this is not a suitable site for more dwellings so close to the A4074 road and the Crowmarsh roundabout, where heavy and accelerating traffic produces significant noise and pollution; (4) there is no housing need for four bedroom houses, as stated in the Crowmarsh Neighbourhood Plan policy CRP2.</p> <p>P21/S5054/LDP Land to the east of Reading Road Cholsey OX10 9HG Repairs to 15.5m of the river bank, comprising woven willow spiling, backfilled soil and turf. Not in our parish. Cllr Griffin declared an interest as he knows the applicant.</p> <p>P21/S3778/HH Summerlea Cottage Pocock Lane North Stoke OX10 6ET Erection of a bespoke traditional (aluminium frame) 3/4 span greenhouse against the side of dwelling. Recommend approval</p> <p>Major developments</p> <p>P16/S3852/FUL (Newnham Manor) is coming to the SODC planning committee on Wednesday 15 December, recommended for approval.</p> <p>Cllrs Sherbourne and Griffin will speak in support, stressing community connectivity, Portway crossing, road safety, overall design (supported by the Chilterns Conservation Board) and benefits for the school, and will ask for the green landscaped area to be transferred, with a commuted sum, to be managed by the parish council for public benefit. We also ask that air-source heating be installed in place of gas, as recommended in the energy assessment. The travel plan needs to be revised in the light of changes to public transport since 2016.</p>	
5260	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Rural Services Network bulletin November 2021 • SODC communications updates • Healthwatch Oxfordshire Newsletter • Chiltern magazine • OALC advice on Covid precautions • Grant request from Sue Ryder – deferred until 2022. • Information on Oxfordshire Treescape project 	

5261	<p>DATE OF NEXT MEETING</p> <p>A list of meeting dates for 2022 had been circulated and this was approved. The next Parish Council meeting will be held on Thursday 3rd February at Crowmarsh Gifford Village Hall, starting at 7.30pm.</p>	
5262	<p>ANY OTHER BUSINESS</p> <p>The District Council's Community Governance and Electoral Issues Committee will meet in early February to consider any requests for a parish boundary review or other changes. No comments had been received and it was agreed to preserve the status quo and make no representations to the committee.</p>	
	<p>The meeting closed at 21.15.</p>	