



# CROMMARSH PARISH COUNCIL

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**Minutes of the Parish Council Meeting  
Held at Crommarsh Gifford Village Hall on Thursday 1<sup>st</sup> February 2018  
starting at 7.30pm**

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**Present:**

Mr J Griffin (Chair)	Mr D Rowley
Mr N Hannigan	Mr S Sherbourne
Prof A Johnson	Mr S Soames
Mrs D Hall	

**Attending:** Mrs S Rance (Clerk) Dr Y Peet (Finance Officer, attended part of the meeting).

**Apologies:** Received from Mrs F Jones, Mr D Mannering, Mrs E Ryall, Mrs F Stevenson and Mr D Topliss.

**Declarations of interest:** None.

The meeting was quorate.

NO.		ACTION
4691	<b>MINUTES OF THE MEETING HELD ON 15<sup>TH</sup> JANUARY 2018</b>  The Minutes of the meeting held on 15 <sup>th</sup> January were approved as a true record and signed by the Chairman.	
4692	<b>MATTERS ARISING FROM MINUTES OF DECEMBER AND JANUARY MEETINGS</b>  <u>Item 4688: Telephone at the Pavilion</u> The telephone has not yet been removed.  <u>Item 4690: The Clerk will provide Cllr Griffin with a printed copy of the emergency plan.</u>  <u>Item 4690: Culvert at North Stoke.</u> Cllr Soames will contact County Councillor Mark Gray.	<b>Clerk</b>  <b>SS</b>
4693	<b>FINANCE</b>  a) A schedule of payments made since the last meeting had been circulated. It was proposed by Cllr Sherbourne and seconded by Cllr Hannigan that these be approved and this was agreed.	

	<p>b) <u>Accounts to 31<sup>st</sup> January 2018</u></p> <p>The financial summary had been circulated. Total receipts were £54,000, compared with £55,000 last year. Total payments were £40,000, compared with £53,000 last year. Last year's expenditure included payment for the basketball court, bus shelter and new laptop computers for the Clerk and Finance Officer.</p> <p>Grass cutting expenditure is now split out into different areas of the parish, i.e. recreation ground, North Stoke recreation ground and verges.</p> <p>The Unity Trust account funds are currently approx. £2,000. There is a £18 quarterly charge made by the bank.</p> <p>It was noted that two years' accounts will be needed to support the playground grant applications. Other financial commitments may be taken into account, including reserves ear-marked for specific strategic priorities.</p> <p>A VAT repayment of £837.73 has been received.</p> <p>The Finance Officer reported that SODC has acknowledged receipt of the precept forms.</p> <p>c) <u>Review of Financial Risk Assessment</u></p> <p>The financial risk assessment was reviewed and approved with minor amendments.</p> <p>d) <u>Review of Financial Regulations</u></p> <p>The financial regulations were reviewed and approved with one minor amendment.</p> <p>e) <u>Review of Publications Scheme</u></p> <p>The publications scheme was reviewed and approved with no amendments. However it was noted that this will need to be reviewed again in the light of the general data protection regulations (GDPR). The Clerk will obtain from OALC, a copy of the Model Privacy Policy for the Data Protection Scheme.</p> <p>f) <u>Consideration of Grass Cutting Contract</u></p> <p>The Finance Officer reported that Berinsfield Community Business is willing to hold the current prices for the next 2-3 years and Mr Strange is happy to continue with this company for the next season at the recreation ground.</p>	<p><b>Clerk</b></p>
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	<p>It was agreed to continue with Berinsfield Community Business for the grass cutting this year and detailed arrangements will be reviewed at the meeting on 1<sup>st</sup> March.</p>	
<b>4694</b>	<p><b>CHAIRMAN'S REPORT</b></p> <p>Cllr Griffin reported that Crowmarsh News is now running well as an independent concern, thanks to the editorial team and other volunteers. Some funds have been built up and a laptop and publishing software have been purchased, so there is now a dedicated system which can be used by any member of the editorial team. Cllr Griffin and Mr Taylor, joint editor of Crowmarsh News, had attended a meeting of parish newsletter editors, run by Community First Oxon, which covered topics on insurance, recruiting volunteers and printing community magazines.</p>	
<b>4695</b>	<p><b>PLANNING</b></p> <p><b>Decisions:</b> The Council noted the following decisions from SODC.</p> <p>P17/S3996/HH (Householder): Application proposal, including any amendments: Erection of single storey rear and side extension. 78 The Street, Crowmarsh Gifford, OX10 8ER. PERMISSION GRANTED.</p> <p>P17/S4047/FUL (Full Application): Application proposal, including any amendments: To replace and increase the size and play amenity value of the recreation ground play area and provide an external gym. Crowmarsh Gifford Recreation Ground, Bellamy Way, Crowmarsh Gifford, OX10 8FN. PERMISSION GRANTED.</p> <p>P17/S4145/PDH (Permitted Development): Application proposal, including any amendments: Proposed conservatory: depth: 4m, overall height:3.35m, height to eaves: 2.25m. 2 The Limes, Crowmarsh Gifford, OX10 8HF. PERMISSION GRANTED.</p> <p>P17/S4253/LB (Listed Building): Application proposal, including any amendments: Install multi-fuel stove (log burner) into existing large open fireplace and run a high grade (904) stainless steel flexible liner through chimney. Replace existing anti-bird cowl on chimney pot for new one (stainless steel). 19C Foundry Cottage, The Street, Crowmarsh Gifford, OX10 8EA. PERMISSION GRANTED.</p> <p>P17/S3807/HH (Householder): Application proposal, including any amendments: Conservatory replacement. 35 Park View, Crowmarsh Gifford, OX10 8BL. PERMISSION GRANTED.</p> <p>P17/S4422/HH (Householder): Application proposal, including any amendments: Fit garage door to garage port. 1B The Street, Crowmarsh Gifford, OX10 8EA. PERMISSION GRANTED.</p>	

**Applications:** The Council was asked to agree its response to SODC on the following applications:

P17/S4422/HH (Householder): Fit garage door to garage port. 1B The Street, Crowmarsh Gifford, OX10 8EA. RECOMMEND APPROVAL.

P17/S4329/FUL (Full Application): Proposed extension to existing building to increase parts storage. The Park, Port Way, Crowmarsh Gifford, OX10 8FG. RECOMMEND APPROVAL.

### **SODC Planning Committee Meeting**

The Chair of Planning reported on the SODC Planning Committee meeting held on 16<sup>th</sup> January where he spoke against planning application P16/S3852/FUL for the erection of 100 new residential dwellings including new access road off the A4074, public open space and the provision of school land at Newnham Manor, Crowmarsh Gifford, OX10 8ED was considered. The application was approved by a vote of 7-2.

### **Town and Country Planning Act Appeal under Section 78**

**Appeal ref: APP/Q3115/W/17/3186858**

P16/S3608/O (Outline): Outline planning application for up to 150 dwellings together with associated access, public open space, landscaping and amenity areas. Land to the east of Benson Lane, Crowmarsh Gifford, OX10 8ED. The Council were informed that the Public Inquiry into this application will start at 10 a.m. on the 27<sup>th</sup> of March at the Fountain Conference Centre, Howbery Park, Crowmarsh Gifford, OX10 8BA and is expected to last for 6 days. The Chair of Planning had already submitted the Parish Council's Pre-Inquiry Statement.

### **Neighbourhood Plan**

Dr Robins reported that the data gathering is now complete. Policies have been drafted and reviewed and refined by the steering group. Six of these are now on the parish website:

- Environment – safeguarding
- Crowmarsh Gifford housing development
- Type of housing
- North Stoke and Mongewell – local plan policy for small rural villages
- Development needs – education and medical facilities should keep pace, also recreational facilities
- SODC site – help to reintegrate into the community.

	<p>The seventh is the Strategic Environmental Assessment report from SODC to the statutory consultees.</p> <p>The housing needs assessment report has been done, looking at the number of new houses which Crowmarsh Gifford will need. The number in the report is 110, which is the same as the figure in the emerging local plan.</p> <p>The landscape survey has also been done; which reviewed nine potential housing sites in terms of landscape value and habitat including heritage. This assessed each site in terms of its suitability to accommodate new housing. Two of the sites were looked at for employment use, e.g. the solar panel site at Howbery Park.</p> <p>It is hoped to recruit volunteers for a parish transport survey as soon as possible.</p> <p>The next step will be to consult the parish. Village meetings will be held with a Powerpoint presentation on the progress so far. It is planned to hold the meetings at Crowmarsh School and in North Stoke Village Hall.</p> <p>Mr Robins will obtain 50 printed copies of each report to be located at various sites in the parish.</p>	
<b>4696</b>	<b>REVIEW OF STRATEGIC PRIORITIES</b>	
	The list of strategic priorities will be circulated again to councillors.	<b>Clerk</b>
<b>4697</b>	<b>REPORTS OF COMMITTEES</b>	
	<p>The environment and recreation ground management committee met on 22<sup>nd</sup> January and the minutes will be circulated shortly.</p> <ul style="list-style-type: none"> <li>• Three quotes have been obtained for the electrical testing of fixed wiring. The cheapest, from G A Electrical, was £540. This will be accepted.</li> <li>• Some of the chairs need replacing and the Photographic Club has requested some additional ones. The Club has offered to pay half of the cost. Two quotes have been received: £900 for 30 or £520 for 30. It was agreed to purchase the better quality chairs at the higher price as long as they are easily stackable. The Recreation Ground Management Committee was authorized to place the order.</li> <li>• A brick wall at the rear of the Pavilion has been knocked down. Quotes have been received to replace as before (£1,500) or with a steel safety barrier (£2,500). It was agreed to proceed with the steel reinforcement.</li> </ul>	

An update from Cllr Jones on replacement noticeboards was circulated and will be considered at the March meeting.

#### Update on Playground Project

Cllr Rowley proposed that the following be approved:

- Application to SODC for 50% of the capital project cost, deadline 26<sup>th</sup> April.
- Application to WREN for £100,000 by 13<sup>th</sup> June.
- Application to local businesses for donations
- Apply for letters of support from the community.

This was agreed.

Cllr Rowley proposed that the Parish Council funds:

- 10.75% (£10,750) as a third-party donor, required for the WREN application.
- Future inspections, insurance and maintenance of the playground.
- Signs at the car park, directing the public to other parking areas if the recreation ground car park is full and requesting motorists not to park on the access road.
- Improved pedestrian access with signs between SODC's riverside park splash play area and the new playground.
- Access to toilets and baby changing facilities.

This was agreed.

Cllr Rowley proposed that Cllr Johnson be given authority by the Parish Council to authorize applications to SODC and WREN as agreed above. This was agreed.

Cllr Rowley had drawn up a provisional programme for the play area and gym project.

- 26<sup>th</sup> April 2018 – last date to apply to SODC for a grant.
- 13<sup>th</sup> June – last date to apply to WREN for a grant
- 30<sup>th</sup> June – decision by SODC – to then amend the WREN application financial model.
- 5<sup>th</sup> September – decision by WREN.

If the grant applications are successful, installation could begin before Christmas, with completion early in 2019 and opening around Easter.

	<p><u>Traffic &amp; Transport</u></p> <ul style="list-style-type: none"> <li>• A Parish Transport Representatives' meeting will be held on 19<sup>th</sup> February.</li> <li>• Cllr Hall had asked the police for information on the traffic at Portway but the feedback received was minimal.</li> </ul>	
<b>4698</b>	<p><b>CORRESPONDENCE</b></p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> <li>• A letter from Blue Cedar to the neighbourhood planning group, about the possible need for retirement homes in the area.</li> <li>• An invitation to the Chairman to attend the official re-opening of the Corn Exchange on 2<sup>nd</sup> March.</li> </ul>	
<b>4699</b>	<p><b>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</b></p> <p><u>Crowmarsh Gifford Village Hall Committee</u></p> <p>Cllr Sherbourne reported that a meeting will be held on Saturday 10<sup>th</sup> February at 10am to consider the feasibility study for an extension to the village hall. The next step will be to apply for planning permission.</p> <p><u>North Stoke Village Hall Committee</u></p> <p>Cllr Soames reported that the interior of the village hall has been completely re-painted.</p>	
<b>4700</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting will be held on Thursday 1<sup>st</sup> March at Crowmarsh Gifford Village Hall, starting at 7.30pm.</p>	
<b>4701</b>	<p><b>ANY OTHER BUSINESS</b></p> <p>None.</p>	
	The meeting closed at 9.35pm.	