



CROWMARSH PARISH COUNCIL

Minutes of the Parish Council Meeting
Held at Crowmarsh Gifford Village Hall on Thursday 6th February 2020,
starting at 7.30pm

Present:

Mr John Griffin (Chairman)	Mrs Liz Ryall
Prof Andrew Johnson	Mr Stephen Sherbourne
Mr Ken McCrea	Mr Stuart Soames
Mr David Rowley	Mrs Fleur Stevenson

Attending: Dr Yvonne Peet (Finance Officer) and Mrs Sue Rance (Clerk). District Cllr Andrea Powell and County Cllr Mark Gray attended part of the meeting. One member of the public attended part of the meeting.

Apologies: Received from Mr Jon Grove, Ms Gaynor Hopkins, Mr Julian Park and Mr David Topliss.

Declarations of interest: Mr Ken McCrea declared an interest in planning application P20/S0267/FUL 'The Sycamores' and took no part in the discussion.

The meeting was quorate.

NO.		ACTION
4970	MINUTES OF MEETING HELD ON 5TH DECEMBER 2019 The Minutes of the Meeting held on 5 th December were approved as a true record and signed by the Chairman.	
4971	MATTERS ARISING FROM PREVIOUS MEETING <u>Item 4959:</u> Cllr Ryall reported that Mr Hannigan had served 35 years as a parish councilor. The Chairman will arrange for a certificate to be printed. <u>Item 4959:</u> The overgrown vegetation at Cox's Lane and Robert Sparrow Gardens has now been cut back. <u>Item 4959:</u> County Councillor Gray will contact OCC Highways about lane markings at the Mongewell roundabout. He also reported that Jewsons had requested lorry drivers to park at the layby near Fairmile in Cholsey if they need to wait for a long period before delivering. He confirmed that there would be no problem if the school wished to post speed awareness signs made by the pupils.	JG

4972	<p>REPORT OF THE COUNTY COUNCILLOR</p> <p>County Councillor Mark Gray reported as follows:</p> <ul style="list-style-type: none"> • The County Council budget will be agreed in the next week. <ul style="list-style-type: none"> ➤ An extra £30 million is planned for social services ➤ Additional money will be allocated to schools from new housing developments. ➤ £30 million will be allocated to roads for the coming year and there will be extra money for road safety over the next ten years. ➤ Council Tax will increase by 3% this year, following government permission to add 1% over the usual cap of 2%. ➤ There is a new online waste and recycling tool called 'Waste Wizard'. This is to try to encourage more recycling. ➤ The Youth Opportunities Fund has £5 million and applications are invited. Cholsey Youth Club and Youth Service have been awarded some funding. ➤ White House Farm gravel pit/marina will be considered in March ➤ Stephens Field parking: the County Council has failed to take action on this. Cllr Gray will follow this up. 	
4973	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>Local Plan</p> <p>Sue Cooper responded to the Secretary of State on 17th January (the letter was circulated to the Parish Council for information) and she also attended a constructive meeting with Ministry of Housing, Communities and Local Government officials (with Cllr Robin Bennett, Cabinet member for Development and Regeneration) later last month. Several Parish Councils and other local interest groups have subsequently also written to Mr. Jenrick in support of SODC, as have other Councils who are equally concerned about the Government potentially removing a local authority's planning powers. At this stage, we await a formal response, so there is no concrete progress to report.</p>	MG

Council Budget

At the next Full Council meeting on 13th February we hope to approve the SODC budget for 2020/21. This has been a very thorough and challenging process, going through all departments and areas of discretionary expenditure to identify cost savings, while also seeking ways to increase revenue through fees and charges (many of which have not increased in some time). While we cannot balance the budget in a single year, we believe we have taken significant steps towards reducing our reliance on transfers from the Council's usable reserves, as well as giving ourselves some room to invest in new initiatives, particularly around affordable housing and the climate emergency. Longer term, we await news from the Government on the proposed replacement for the New Homes Bonus and so are unable to be certain about future cuts or investments. £106,000 has been allocated for the Climate Emergency Committee which will meet again in March. These meetings are open to the public.

New Crowmarsh building - exhibition and feedback day

On Thursday 13 February we will be revealing the design concept for the look and feel of our new building at a special exhibition and feedback day. Members of the public are invited to come along to Milton Park, Meeting Room 1, any time between 7am and 7pm to see the designs for themselves and to make any comments. The new council chamber will have no fixed furniture so it can be multi-use.

As the Cabinet member with responsibility for this project, Andrea, together with the SODC project team and architects and project managers, Ridge, will be on hand to answer any questions. We will also be announcing the shortlist of names for the new building following a competition run for staff and councillors – 107 suggestions were received in total!

Cllr Griffin requested that some form of exhibition be held in Crowmarsh Village Hall for the benefit of local residents. District Cllr Powell will make enquiries.

Waste Enforcement Efforts

You may have seen recent publicity about fly-tippers being prosecuted by SODC. Now we are launching a new campaign to highlight the anti-social blight of littering. A waste enforcement team will be attending a number of local events (including Wallingford market on Friday 7th Feb) to explain the laws around

AP

littering and fly-tipping, and to answer questions.

Anti-Idling

The anti-idling campaign is continuing throughout the next few months, with posters distributed widely, adverts placed on petrol pumps and flyers included with Council Tax bills. This is a major initiative to address the problems we have with Air Quality in many of our towns, including Henley, Watlington and Wallingford.

Water consultation

The Environment Agency has launched a consultation on the challenges we face to protect and improve our waters and find a better balance in meeting the needs of people and nature.

Responses to the [Challenges and Choices consultation](#) will help shape the future approach to managing the water environment and will be used to update river basin management plans in 2021. This consultation runs until 24th April.

The consultation seeks views on: the challenges that threaten the water environment; how we can work together to manage our waters; and who should pay.

SODC's Insight and Policy team are collating a response on behalf of the two councils – but other authorities and members of the public are also encouraged to respond.

Minerals and Waste Local Plan site allocations consultation

This runs until 4th March if you wish to respond.

https://www.oxfordshire.gov.uk/sites/default/files/file/planning-minerals-and-waste/OMWLP_SiteAllocationsFINALPLAN.pdf

Changes to how SODC will support Neighbourhood Development Plans

At its meeting on 30th January, the Cabinet considered and approved a proposal to change the way the Council supports Neighbourhood Development Plan teams, following changes in the way that central government grants operate. From 1st April 2020, the Council will continue to be responsible for any Referendums or Inspections that are required by law and will provide a wide range of advice at all stages of the process (including reviews) but will no longer provide grant support.

The background to this decision is that the funding provided by central Government to the district council has changed in the

	<p>following ways:</p> <ul style="list-style-type: none"> • It has reduced by £10,000 per plan. • In most cases the council only becomes eligible to receive grant funding if a plan successfully reaches the referendum stage rather than at different stages throughout the process. • Revised arrangements limit the number of claims that can be made in a neighbourhood area when progressing a neighbourhood plan review. Only one claim may be submitted per neighbourhood area in a five-year period. <p>Historically, we have been one of a very limited number of councils that have passed on part of the grant funding we receive from central Government to cover our costs in supporting neighbourhood planning directly to neighbourhood planning groups.</p> <p>At the same time, the grant support from the government directly to neighbourhood planning groups has increased over the years - it includes up to £17,000 financial support, additional financial support up to £10,000 on a pilot scheme for those seeking to promote affordable housing, and technical support.</p> <p>Officers will continue to help Neighbourhood Planning groups to identify and apply for alternative grant funding and will offer expert advice and technical support.</p> <p>Discussion</p> <p>Cllr Johnson reported that the parish council would like to do more tree planting; Cllr Powell has recently allocated £500 for tree planting in Crowmarsh. County Councillor Gray would also be happy to receive an application for funding to plant trees. Cllr Johnson would like more trees at the nature area and will follow this up with Zak Everidge of the Woodland Trust.</p>	AJ
4974	<p>FINANCE</p> <p>a) <u>Payments made in December and January</u></p> <p>A schedule of payments made since the last meeting was presented. This included £990 for neighbourhood plan consultancy and £1098 for grass cutting and associated work at Newnham Murren throughout 2019. £51.62 was paid for water used at the allotments. The Finance Officer will investigate the history of allotment water usage.</p>	RFO

	<p>After discussion it was proposed by Cllr Sherbourne and seconded by Cllr Ryall that these payments be approved and this was agreed.</p> <p>b) <u>Consider accounts for year to date.</u></p> <p>Payments in January amounted to £2,292 and receipts including VAT were £2,762. Receipts for the year to date were £210,912.94 and payments were £96,958.95. Cllr Gray was thanked for his grant of £1,000 towards the cost of the new speed indication device. It was noted that VAT returns are now done electronically.</p> <p>c) <u>Update on Grass Cutting Contract</u></p> <p>It was agreed to continue with the current contractor. The Finance Officer reported that the charges for cutting the North Stoke recreation ground will be reduced for the coming season. Cllr Sherbourne reported that the play area at Robert Sparrow Gardens was not cut at all last season.</p> <p>d) <u>Other Matters</u></p> <ul style="list-style-type: none"> ➤ The Finance Officer attended an OALC audit training course and reported that all procedures are in place. The internal auditor has already started collecting documents for the forthcoming audit. ➤ The asset list will be updated to include the speed indication devices. ➤ Grundon has announced a price increase for refuse and recycling collections. ➤ Internet Banking: signatories were requested to check they can log on to the system and when all is in place, a trial payment will be made. ➤ A request for a grant had been received from the Citizens Advice Bureau. They reported that 49 Crowmarsh Gifford residents had been given advice in 2018/19 at a cost to the service of £1,764. The Finance Officer will check when the last donation was made and for how much and this will be discussed again at the March meeting. ➤ Contracts of employment for Finance Officer and Clerk. The Clerk has drafted contracts based on the OALC model. These have been reviewed by the Finance Officer and will be presented to the Chairman for approval in time for the forthcoming audit. 	<p>RFO</p> <p>Clerk</p>
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	<p>e) <u>Proposal from the Environment and Recreation Committee regarding new toilets and other improvements to the Pavilion</u></p> <p>A detailed proposal to commission an architect to draw up plans was circulated and discussed. The plans would include:</p> <ul style="list-style-type: none"> ➤ Dividing changing room 3 to create two new toilets with external access (one for disabled and baby change) and extending the external ramp landing to reach the new doors, ➤ Converting changing room 4 into a meeting room with a new external window, ➤ Extending the kitchen into part of changing room 1 and moving the existing showers into the adjoining storeroom, ➤ Replacing internal doors to be disability access compliant. <p>After discussion it was proposed by Cllr Ryall and seconded by Cllr McCrea to authorize up to £10,000 to have the plans drawn up by Carroll and Partners. This was agreed.</p>	
4975	<p>CHAIRMAN'S REPORT</p> <ul style="list-style-type: none"> • Mr and Mrs Selwood had announced they will cease to run Crowmarsh Village Stores when the lease ends later this year. It was proposed by Cllr Ryall and seconded by Cllr Sherbourne that Crowmarsh Village Stores be registered as an asset of community value. This was agreed unanimously. The Clerk will take this forward. Arrangements are in hand for the future management of the shop. • Litter Pick Saturday 14th March: it was agreed to work with the 1155 charity in Wallingford on a community litter collection on 14th March as part of the Great British Spring Clean. Councillors and other residents are encouraged to join in. • Update on damaged bus shelter at Portway: The County Council has identified a wooden shelter 'The Guildford' available from their preferred supplier and has invited the Parish Council to obtain a quote for a brick built one. The Chairman reported that a brick-built shelter would have to be a bespoke one from a local builder and it was agreed that the Guildford shelter would be quite acceptable with the addition of a bench seat. The Chairman will advise OCC accordingly. 	<p>Clerk</p> <p>ALL</p> <p>JG</p>

4976	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p><u>Update on Residents' Survey</u></p> <p>A few more responses have been received.</p> <p>A local resident expressed concern about the delay in providing a crossing at the A4074 Portway. Cllr Griffin explained that the Parish Council had had drawings and some costings done for a crossing sometime ago but as the proposed Newnham Manor housing development includes the provision of a toucan crossing as part of the project it had been agreed to await the decision on the development. If the development does not go ahead, County Councillor Gray will look into other possible sources of funding.</p> <p><u>White Gates for North Stoke</u></p> <p>Cllr Soames expressed the view that white gates were unlikely to slow the traffic and that some form of chicane would be a better solution. However, this is unlikely to be approved by OCC Highways. Consideration will be given to the provision of speed indication devices (SIDs). Cllr Ryall will look into the traffic calming measures in South Stoke and report back.</p>	ER
4977	<p>PLANNING</p> <p><i>Decisions by SODC</i></p> <p>P19/S4107/HH 1 Winterbrook, Wallingford OX10 9DX (across the River Thames) Replacement of garage building and single storey rear extension. PLANNING PERMISSION</p> <p>P19/S4084/HH 45 Thames Mead Crowmarsh Gifford OX10 8HA Demolition of conservatory, replacement extension, partial garage conversion. PLANNING PERMISSION</p> <p>P18/S4138/RM Benson Lane Crowmarsh OX10 8ED. Reserved matters application for erection of 150 dwellings. Discharge of several conditions were agreed or partially agreed</p> <p><i>Consultation on applications</i></p> <p>P19/S4434/HH Maple Croft Mongewell OX10 8BP Proposed garden building. Variation of condition 2 - Approved Plans of application P16/S2964/HH for changes to the internal arrangement, external window and door arrangement and materials. NO OBJECTION</p> <p>P19/S4548/LB The Mill House The Street North Stoke OX10 6BL Retention of Listed Building Consent application for internal works to Grade II Listed Building including completion and reinstatement of elements including staircases, fireplaces, doorways, partitions, replacement of modern bathrooms and general refurbishment works. NO OBJECTION</p>	

	<p>P19/S4659/HH 10 Wallingford Road North Stoke Wallingford OX10 6BB. Proposed ground and first-floor side extension. Proposed ground floor rear extension. NO OBJECTION (The applicant is Cllr Jon Grove, who was not present)</p> <p>P19/S4673/FUL New lodge house adjacent to plot 5 Mongewell Park Mongewell OX10 8DA. RECOMMEND REFUSAL – too large a house on a cramped plot, projecting forward of the historic wall, with inadequate space for parking on the site.</p> <p>P20/S0004/FUL Barracks Farm Wallingford Road North Stoke OX10 6AZ Change of use of farm workshop for B2 use. (South Stoke parish). NO OBJECTION</p> <p>P20/S0267/FUL 'The Sycamores' - Land east of 206 Crowmarsh Hill Crowmarsh Gifford OX10 8BG Erection of five dwellings and associated works. NO OBJECTION to the plan for 5 energy-efficient houses, but concern was expressed about damage to trees already inflicted. Cllr Ken McCrea declared an interest and took no part in the decision.</p> <p>P20/S0296/RM Benson Lane Wallingford OX10 8ED Reserved matters application for the erection of 150 dwellings to include appearance, landscaping, layout and scale (all matters reserved except access) pursuant to outline permission P18/S0827/O. [Duplicate application] Concern about poor integration with the village, traffic generation on Benson Lane and potential for flooding offsite (repeat of views expressed on P18/S4138/RM).</p> <p>P16/S3852/FUL Land to the south of Newnham Manor Crowmarsh Gifford Erection of 100 new residential dwellings including new access road off the A4074, public open space (full application) and the provision of school land (outline). Amendments on 26 November 2019, 18 December 2019 & 14 January 2020. SUPPORT (following a majority vote): This is a well-designed housing scheme on a site that fits neatly within the curtilage of the village. Part of this site (the previously-developed land) was the favoured site for housing in successive public exhibitions and surveys. Although partly in the AONB, this scheme now has the support of the Chilterns Conservation Board planning committee. Traffic access is directly onto the main road network, rather than via village roads. The development provides a safe pedestrian and cycle Toucan crossing of the A4074 road that divides the village, also reducing vehicle journeys made currently to transport children to school (because of the dangerous crossing and the narrow footpath down The Street). The application also gives land to the primary school for off-site parking and outdoor facilities, which will improve safety on the Old Reading Road. Developer contributions should be sought towards construction of these facilities, in consultation with the school. These revised plans are</p>	
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	<p>expected to be resubmitted to SODC's planning committee in March or April, when the parish council and residents will have the opportunity to speak.</p> <p>Neighbourhood plan</p> <p>The Strategic Environmental Assessment (SEA) Scoping Report is now approved for publication on the web and the SEA assessing and reporting stages (scoping, reporting, drafting the plan) are now clearer. The SEA Draft Report for Consultation can now go live in a few weeks. The plan is expected to go out to consultation in March after all the documentation has been signed off by SODC and published on the parish website, although we still await comments from SODC, promised before Christmas, on the actual neighbourhood plan document. Local exhibitions should be advertised for early April: the consultants O'Neill Homer have already prepared exhibition material for us.</p> <p>Other planning matters</p> <p>Proposals for street names on the Benson Lane development were short-listed from a total of 23 suggestions. The following names were submitted to SODC: French Gardens (reflecting the former French gardens across the road, where the council offices were built), Giffard (historical landowner), Willis (recent headteacher of Wallingford School), Cromwell (whose soldiers were stationed here during the Civil War), Rush (one of the names on the village second world war memorial), McCulloch (founding director of the Institute of Hydrology), Little Hitchen (historic field name here) and Marshfield (the site is a field adjoining Marsh Lane).</p>	
4978	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <ul style="list-style-type: none"> • The committee met on 21st January and the minutes of that meeting had been circulated. • It had been agreed to proceed with the installation of a smart lock. • Replacement of some internal doors will be considered as they do not meet the standards for disability access. • The Eibe contract runs until March 2020; any remaining snags will be discussed with Eibe if necessary. • Current charges were reviewed and no changes were made. • Quotes had been received from two architects for modifications to the building (see Finance above). • The kissing gate at the NE of the recreation ground has now been replaced. • It is hoped to plant more trees in the nature area. • Cllr Rowley will check the capacity of the meeting room. 	DR

	<p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> On 13th January a coach had reversed into the memorial bench outside the Bell, crushing the bench and uprooting its foundations. A neighbour had witnessed the incident and had taken photographs. This had enabled the parish Council to identify the company involved and thanks had been expressed to the resident concerned. The Clerk will write to the company and request financial compensation. The cost of replacement is estimated at £1,000. It was noted that the County Council has still not removed its signs at the culvert in North Stoke, which has now been repaired. 	Clerk
4979	<p>UPDATE ON WEBSITE</p> <p>Cllr Stevenson has posted a number of documents on the website which the auditor has requested access to. To reduce Cllr Stevenson's workload, she will show the Finance Officer how to upload the financial documents to the website so that it can be kept up to date more easily.</p>	FS/RFO
4980	<p>REPORT OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p>Cllr Rowley reported on the environmental planning training he had recently attended.</p>	
4981	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> Oxfordshire Flood Newsletter OALC Newsletter (Crowmarsh is one of only 250 parish councils which have a community resilience plan) Notice of further planning training in June. 	
4982	<p>DATE OF NEXT MEETING</p> <p>The next meeting will take place on Thursday 5th March at Crowmarsh Gifford Village Hall.</p>	
4983	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> Cllr Ryall reported on the problems caused by Thames Water taking large vehicles up their farm track. 	
	The meeting closed at 10.15 pm.	