



CROWMARSH PARISH COUNCIL

Minutes of the Parish Council Meeting
Held at Crowmarsh Gifford Village Hall on Thursday 8th June 2023
starting at 7.30pm

Present:

Mr John Griffin (Chair)	Mrs Liz Ryall
Prof Andrew Johnson (part of meeting)	Mr Stephen Sherbourne
Dr Andrew Nesbitt	Mrs Fleur Stevenson
Mr Julian Park	Ms Julia Streete

Attending: Dr Yvonne Peet (Finance Officer), Mrs Sue Rance (Clerk). District Cllr Sue Cooper attended part of the meeting. Two members of the public attended the meeting.

Apologies: Received from Mr David Rowley and Mr David Topliss.

Declarations of interest: Cllr Sherbourne declared an interest in planning application P23/S1736/HH (151 The Street, Crowmarsh Gifford) and took no part in the discussion.

The meeting was quorate.

NO.		ACTION
5452	MINUTES OF ANNUAL MEETING HELD ON 11TH MAY 2023 The minutes of the previous meeting were approved as a true record and signed by the Chairman.	
5453	MATTERS ARISING FROM PREVIOUS MINUTES <u>Item 5436:</u> Councillors were reminded to complete and return their register of interest forms to the Clerk as soon as possible. <u>Item 5449:</u> Cllr Griffin attended the Didcot Town Council's mayor making on 15 th May.	ALL
5454	REPORT OF THE COUNTY COUNCILLOR No report had been received.	

5455	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>The District Councillors' report had been circulated and this was discussed. Cllr Cooper reported that the Liberal Democrats will continue working with the Green Party as they have done for the last four years.</p> <p>The Biffa waste collection contract is coming to an end and a questionnaire has been launched for residents to express their views on the current waste service. There will also be a consultation on a recently produced Air Quality Action Plan.</p> <p>The riverside splash pad is being refurbished and a cover has been purchased for the swimming pool for use in the evenings and overnight in order to save energy.</p> <p>The corporate plan expires at the end of 2023.</p>	
5456	<p>PLANNING</p> <p>Decisions by SODC</p> <p>P23/S1200/S73 Avalon Kennels, Icknield Way OX10 6PP Variation of condition 1 (approved plans) on application P22/S3789/FUL - 1) extend end of north facing two storey part of house; 2) extend eastern end of single storey part; 3) alterations to fenestration; 4) amendment to roof over garage and 5) metal chimney flue to single storey roof (Change of existing residential unit to specialised veterinary clinic; construction of replacement dwelling, relocation of parking areas). Planning Permission</p> <p>P23/S1168/N5D Crowmarsh Stores, 64 The Street, Crowmarsh Gifford OX10 8ES Internal alterations to former shop to create additional habitable living space within wider confines of 64 The Street. Prior Approval Agreed</p> <p>P22/S2900/FUL Riverside Park and Caravan Site, Riverside Park, Crowmarsh Gifford OX10 8EB Construct an accessible mooring position, improve existing riverbank access, and widen footpaths (amended plans to overcome flood concerns received 20 January 2023). Planning Permission</p> <p>P23/S1343/DIS The Thatched Cottage, Old Reading Road, Crowmarsh Gifford OX10 8BW Discharge of condition 3 (Schedule of Materials) on application P22/S3672/HH (Proposed refurbishment of existing dwelling. Alterations to external materials). Details Agreed</p> <p>P23/S0904/HH Linden, 16 Benson Lane, Crowmarsh Gifford OX10 8ED Extension to rear and side of existing bungalow</p>	

	<p>together with alterations and new boundary fences. Creation of new vehicular access and driveway. Planning Permission</p> <p>Consultations</p> <p>P23/S1736/HH 151 The Street, Crowmarsh Gifford OX10 8EQ (Cllr Sherbourne declared an interest and took no part in the discussion.) Construct porch to front elevation. Although this is one of a pair of semi-detached houses, it has already been extended and it would be hard to refuse this small development on grounds of design symmetry. <i>No objection.</i></p> <p>P23/S1668/N4C Black Barn Farm, Church Road, near Ipsden OX10 6AE Re-use of 340sqm of farm buildings for Class E purposes. Believed to be permitted development. The Allens intend to let the buildings for use by tenants in order to diversify their income stream in the light of the serious challenges experienced by the collapse of the pig industry over the last 3 years and the substantial changes to their core agricultural business. The buildings are easy to access and will not impact continuing farm operations. Each building will be used for workshop uses (within Use Class E) for a small local business which derives a low amount of traffic. <i>No objection.</i></p> <p>P23/S1666/AG Black Barn Farm, Church Road, Ipsden OX10 6AE Proposed grain tipping bunker building. This is a standard agricultural building within the area of the farm buildings. <i>No objection.</i></p> <p>There is no further news about parish council representation on the management company for the Newnham Manor housing development.</p>	
5457	<p>FINANCE</p> <p>a) <u>Payments to be approved since last meeting.</u> The Finance Officer had circulated a list of payments to be authorized. In addition to salaries and PAYE these were as follows:</p> <p>£492.20 for Chris Strange for purchase of a coffee machine, tea urn and petrol Two clocks for the pavilion: £103.66, claimed by the Finance Officer £49.83 for the RFO for stationery £976.80 for the RFO for pavilion tables £304.45 for the RFO for a whiteboard, paper and flipchart for the pavilion £166.39 for Shield Maintenance for dog bin emptying in May £558.58 to Shield Maintenance for new dog bin £246.36 for waste collection in April and May, paid to Grundon £2,160 paid to Tom Cottrell Landscapes for tree and hedge work</p>	

	<p>£456 paid to Tom Cottrell for hedge trimming £525.49 to Lister Wilder for repairs to ride on mower £400 to SODC for uncontested election fees £612 to Ashburton for grass cutting in Crowmarsh, church and North Stoke Rec in May £235.73 to Sign Wizard for Community Speedwatch sign £299.70 to Bowak for domestic supplies for the pavilion £594 to Arrow Fencing for rehangng the kissing gate at the Rec £186 to Arrow Fencing for replacement of fence opposite village hall £270 to Arrow Fencing for replacing roof of bus shelter at North Stoke £273.60 to Purely Plants for supply of 120 geraniums £18 to Public Internet for domain hosting in May, June and July £101 membership fee for Society of Local Council Clerks £200 donation to North Stoke Coronation celebrations as previously agreed £42.55 to Cllr Nesbitt for meeting room signs £240 to Hugh Turner Jazz band for opening ceremony at pavilion £165.70 for photographs for the pavilion opening £109.50 for annual boiler service £281.70 for accounting software £125.04 for church floodlighting in May It was proposed by Cllr Sherbourne and seconded by Cllr Streete that these payments be approved and this was agreed.</p> <p>SCM has submitted a final interim claim of £29,890 for pavilion improvements. It was proposed by Cllr Ryall and seconded by Cllr Sherbourne that this be approved subject to checking. This was agreed.</p> <p>A late addition to the payment schedule submitted by Cllr Rowley for £306.50 for oak picture frames was approved, proposed by Cllr Ryall and seconded by Cllr Johnson.</p> <p>b) <u>Review of accounts status for year to date</u></p> <p>Receipts for the year to date were £132,484.63 and expenditure to date was £17,942.72. The Finance Officer will transfer some funds to deposit.</p> <p>The Finance Officer reported that the notice of public rights to view the accounts has been issued for the period 5th June to 14th July. All annual return documents have been sent to the auditor on 31st May.</p> <p>A vote of thanks was made to the Finance Officer for her work on the audit.</p> <p>c) <u>Matters arising from the internal audit report</u></p> <ul style="list-style-type: none"> • The Finance Officer has the change of signatories in hand. • Insurance for the pavilion and money cover is in hand. 	<p>RFO</p> <p>RFO</p>
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	<ul style="list-style-type: none"> • The Finance Officer has booked an online demonstration of RBS Cloud • The Finance Officer is investigating the provision of a debit card. It was agreed to recommend that the Finance Officer and Chris Strange should each have a debit card with a limit of £500, proposed by Cllr Ryall and seconded by Cllr Johnson. <p>d) <u>Update on dog bins</u></p> <p>The damaged dog bin near to The Springs in North Stoke has been replaced. It was agreed it would be inappropriate to site a bin within the North Stoke churchyard. SODC has been consulted about siting a bin outside the churchyard but they have stated that the land does not belong to them and they have no information about its ownership. It was suggested that North Stoke residents could be consulted on a suitable location. Cllr Park confirmed that there is a dog bin outside North Stoke Village Hall.</p> <p>e) <u>Review of Standing Orders</u></p> <p>The Standing Orders document had been circulated. This was reviewed and approved without amendment.</p>	<p>RFO</p> <p>RFO</p> <p>RFO</p>
5458	<p>CHAIRMAN'S REPORT</p> <p><u>Feedback on Annual Parish Meeting</u></p> <p>Reports from the meeting have been circulated. The Clerk will ask the PCSOs to let the council know the dates of any 'Have Your Say' meetings so that these can be publicized.</p> <p><u>Gov.uk email addresses for councillors</u></p> <p>The Clerk is pursuing the council's request for additional gov.uk email addresses for councillors.</p> <p><u>Nominations to OALC Executive Committee</u></p> <p>Any councillor interested in joining the committee is asked to inform Cllr Griffin.</p>	<p>Clerk</p> <p>Clerk</p> <p>ALL</p>

5459	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <ul style="list-style-type: none"> Update on Pavilion Project: A practice run for use of the servery will take place on the afternoon of Friday 16th June. Mr Beasley is setting up his photograph exhibition ready for a 2pm start. Councillors are invited to come along. <p>There are a few snagging issues with the pavilion improvements which will be dealt with as soon as possible. These will not affect the use of the building. Some enquiries have been received from people interested in running the servery. The charge for hire of the meeting room and servery will be agreed by the Environment and Recreation Ground committee.</p> <p>Cllr Ryall has a contact for supply and maintenance of fire extinguishers. She will contact them for a quote for the pavilion.</p> <p>Cllr Park reminded the council that stakes will be needed for the 700 new trees which will be delivered in October or November. He will obtain quotes and report back.</p> <ul style="list-style-type: none"> SODC Deep Cleanse: A deep cleanse is to be carried out in the parish from 5th September until 8th September. It was agreed to request weed and litter removal from the Newnham Green service road behind the Queen's Head and Newnham Green and behind Jewsons, where there is overhanging vegetation. The Clerk will respond. <p><u>Traffic and Transport Committee</u></p> <ul style="list-style-type: none"> A meeting with Superintendent Lewis Prescott-Mayling of Thames Valley Police to discuss speeding issues and other concerns has been arranged for Thursday 29th June at 7.00pm at Crowmarsh Pavilion. Neighbouring parish councils and other interested parties have been invited to attend and copies of relevant correspondence have been sent to them. The traffic and transport committee will meet before this date. Community Speedwatch. Cllr Sherbourne has completed the training on Community Speedwatch and additional volunteers will need to be trained. Teams of three are required to do the monitoring, which will be carried out on the A4074 and the A4130. Cllr Nesbitt offered to help with this initiative. 	<p>ER</p> <p>JP</p> <p>Clerk</p> <p>AN</p>
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	<ul style="list-style-type: none"> • Consultation on 20mph speed limits in the parish is now open. Wallingford Bridge will be included as part of Wallingford and new developments will also be included when their roads have been adopted as highways by the county council. Councillors are encouraged to respond to the consultation. • Traffic calming in North Stoke will be pursued by the Traffic and Transport Committee. A safe crossing by The Springs is still needed. • Pedestrian Access to Bloor Estate. This matter has been referred by Countryside Access to OCC Highways and areas of the path requiring attention have been marked in white. Countryside Access will ask Highways to deal with overhanging vegetation. Cllr Sherbourne has drafted a letter to be sent to residents of The Street whose properties back on to the footpath which runs east to west along the edge of the field, requesting them to remove any vegetation and garden waste which is obstructing the footpath. This will need to be approved by Jackie Smith, the OCC Rights of Way Officer. Cllr Griffin is keen for a site meeting to take place with Jackie Smith and the appropriate highways officer. 	ALL
5460	<p>REVIEW OF STRATEGIC PRIORITIES</p> <ul style="list-style-type: none"> • Update on Interpretation Boards <p>Cllr Park presented information on his research into suitable locations for the boards. He suggested the boards could show a map of the parish, illustrating rights of way and footpaths and could outline items of interest. A QR code could be provided to the parish website and the countryside code.</p> <p>Six possible locations had been identified and after discussion it was agreed to prioritise four of these. Cllr Park will obtain three quotes. Permission from relevant land owners will be required.</p> <p>A vote of thanks was made to Cllr Park for his work on this project.</p> <ul style="list-style-type: none"> • The Bell Pedestrian Crossing <p>Work on the Bell pedestrian crossing is to start on 24th July. Cllr Sherbourne will contact Mr Jankin Arsalan of Oxfordshire Highways for more details on the duration of the project and information to be given to residents. This will be published in</p>	JP

	<p>Crowmarsh News. It is planned to apply for a grant of £5,000 from the County Councillor priority fund in view of the poor state of the road where the crossing is to be built. The Clerk has contacted Cllr Bloomfield about this and a reply is awaited. A reminder will be sent.</p>	Clerk
5461	<p>UPDATE ON WEBSITE</p> <p>The website is up to date. When available, information on the pedestrian crossing project will be added.</p>	FS
5462	<p>REPORTS OF REPS ON OUTSIDE BODIES</p> <p><u>River Users Group (RUG 3)</u></p> <p>As previously reported, the bridge across the weir has been closed by the Environment Agency as it is unsafe and will take a few years to replace. Meanwhile Bygone Boating at Benson Marina is running a passenger ferry service between the lock and the waterfront when staffing allows. The bridge will be repaired between 2024 and 2026.</p>	
5463	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Email from a resident about inappropriate parking in Benson Lane, obstructing the entrance to French Gardens • Chilterns AONB Update • SODC updates • NALC newsletter • Police and Crime Bulletin for May • Rural Services Network bulletins • Healthwatch Update • Safeguarding News • Active Places Update • Notice of Sustainable Wallingford meeting • Notice of Didcot Garden Party 	
5464	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 6th July 2023 at North Stoke Village Hall, starting at 7.30pm.</p>	
5465	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Cllr Griffin reported that the commemorative plaque for the late Mr. Malcolm Newby, who was parish clerk between 	

	<p>1982 and 1994, is now in place at the recreation ground.</p> <ul style="list-style-type: none"> • The Clerk has been contacted by an Abingdon resident about a certificate presented by the Chairman of Crowmarsh Parish Council to Mr James Painting on 20th September 1919 in recognition of his service during the 1st World War. The family would like to place it in the care of the parish council. It was agreed to accept this generous offer and to hang the certificate in Crowmarsh Pavilion. The Clerk will make arrangements to collect it and express the council's thanks. • Concern has been expressed about a resident riding a powered scooter at high speed along the pavement. This should be reported to the police. • Cllr Nesbitt is in the process of organizing a litter-pick and plans to make this a regular event. 	Clerk
	The meeting closed at 21.20.	