



CROWMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crowmarsh Gifford Village Hall on Thursday 3rd November 2016
starting at 7.30pm**

Present:

Mr J Griffin (Chair)	Mr D Mannering
Mr N Hannigan	Mrs A Sharp
Mr A Hermsen	Mr S Sherbourne
Prof A Johnson	Mr S Soames
Mrs F Jones	Mrs F Stevenson

Attending: District Councillor R Pullen and Mrs S Rance (Clerk). County Councillor Gray attended part of the meeting. Two members of the public attended part of the meeting.

Apologies: None.

Declarations of interest: None.

The meeting was quorate.

NO.		ACTION
4530	MINUTES OF PREVIOUS MEETING The minutes of the meeting held on 6 th October were approved as a true record and signed by the Chairman.	
4531	MATTERS ARISING FROM PREVIOUS MINUTES <u>Item 4518: Finance Officer</u> The Chairman reported that the newly appointed Finance Officer had resigned as he felt unable to fulfil this role. After discussion it was agreed to offer the post to Mrs Yvonne Peet, who had also been shortlisted and interviewed. Cllr Hannigan had spoken to Mrs Peet and reported that she was willing to accept the role. The Clerk will draft a letter of appointment. Concern was expressed that the handover will present some problems as Ms Malcolm has already relocated to Yorkshire. The Clerk will contact her and request her assistance. Mr Tim Owen may also be able to help.	Clerk Clerk

	<p><u>Item 4527: Possible flooding in The Street, Crowmarsh</u> Further to the letter received from a resident expressing concern that filling in the ditch in The Street could result in flooding, additional information was provided about this problem. It was noted that if the riparian owners do not fulfil their responsibilities, action can be taken to enforce this. The ditch has been filled in by the new owner of a property in The Street. If flooding is followed by freezing during the winter months, it could result in hazardous conditions for pedestrians and road users. County Councillor Gray will take this forward.</p> <p><u>Item 4520: Roadside Vegetation.</u> Cllr Sherbourne reported that further work has been carried out on the overgrown vegetation. The situation will be monitored.</p> <p><u>Item 4520:</u> Cllr Jones has reported the large pothole at the entrance to the Riverside Park to the Highways Authority and an acknowledgment has been received.</p> <p><u>Item 4520 Ash Tree at Jethro Tull Gardens:</u> It has not yet been possible for Cllr Sharp to meet with the resident but she hopes to do so in the near future.</p> <p><u>Item 4520:</u> The Clerk reported having twice contacted the County Council with the aim of ordering four additional grit bins at a cost of £250 each. Although an acknowledgment had been received on each occasion, there had been no further contact. Cllr Gray will take this forward.</p> <p><u>Item 4524 Nettlebed Parish Council:</u> A discussion with the chairman of Nettlebed Parish Council about neighbourhood plans is to take place.</p> <p><u>Item 4526: Water Supply for Allotment Holders:</u> It was noted that the tap at the allotments has now been turned off for the winter.</p> <p><u>Item 4526: Go Ride School Transport Contract:</u> County Councillor Gray will look into this contract, which has been cancelled and replaced with a taxi service.</p> <p>It is understood that Go Ride will continue to run the 134 bus until January 2017 and that there is a possibility of a new community service being set up to replace it..</p>	<p>MG</p> <p>AS</p> <p>MG</p> <p>JG</p> <p>MG</p>
4532	<p>REPORT OF THE COUNTY COUNCILLOR</p> <p>County Councillor Mark Gray reported on proposals to welcome new people to the county.</p> <p>Budget cuts are continuing and will affect day time activities for</p>	

	<p>the elderly and those with special needs. Consultation is taking place on the Oxfordshire website about this cut, which would affect six hundred people. The proposals are to scale down services and for services to be shared. Vulnerable people will be assisted to complete the survey if necessary.</p> <p>There have been seventeen offers from community groups to take over children's centres. OCC has said they will not charge rent so no community groups will be disadvantaged for this reason.</p> <p>There is no further news on a unitary authority at present. Agreement will have to be reached between the parties involved. The scrutiny committee reports that the Police Commissioner and the Chief Constable have done a good job in difficult circumstances. More funding is now available from central government so no further cuts to the police are planned at present.</p> <p>Parking: the police have the responsibility to levy fines on those parking on double yellow lines but in practice this is rarely, if ever, done.</p> <p>Cllr Gray is taking on the role of local authority governor at Crowmarsh Gifford School. It was noted that some responsibilities were to have been taken away from the county council but these have now been returned to them, e.g. exclusions, transport and admissions.</p>	
4533	<p>REPORT OF THE DISTRICT COUNCILLOR</p> <p>District Councillor Pullen recommended that Crowmarsh Parish Council should formulate a neighbourhood plan. Many planning applications are currently going through on appeal and SODC will not have a five year land supply plan for at least a year. If Crowmarsh does produce a neighbourhood plan this will form part of SODC's local plan. Cllr Griffin reported that he had received expressions of interest in assisting with a neighbourhood plan from four or five residents.</p> <p>The Parish Council is currently consulting all residents about their preferences for housing development in the village and these will be analysed to assess the opinions of local people. Feedback on this will take place at the next meeting.</p> <p>District Councillor Pullen is Chairman of the council's Scrutiny Committee, which will be discussing the question of a unitary authority with the other parties involved..</p>	<p>Clerk (Agenda)</p>

	<p>Cllr Johnson reported that the Parish Council had intended to put in an application for an SODC grant to improve facilities at the recreation ground. However the third round of grant applications has been cancelled because the funding is no longer available. Cllr Pullen will look into this.</p> <p>There is no information available about the future of the site of the former SODC offices. There are covenants on the land which are in the hands of the householders adjacent to the site, and relate to the use of the site for community or employment use.</p>	<p>RP</p>
<p>4534</p>	<p>FINANCE</p> <p>a) Consideration of payments made in October</p> <p>A schedule of payments made in October was presented. It was noted that no cheque had been raised for the finance officer's pay for October.</p> <p>It was proposed by Cllr Sherbourne and seconded by Cllr Hermsen that the payments be approved and this was agreed.</p> <p>b) Letter from Unity Trust Bank</p> <p>A letter had been received from Unity Trust bank asking for details of the Parish Council's budget. The Clerk will pass this on to Mrs Peet. It was noted that the council is planning to close this bank account.</p> <p>c) Review of Strategic Spending Priorities</p> <p>This item was deferred until the December meeting.</p> <p>d) Requests for Grants and Donations</p> <p>Requests for financial support had been received from the following:</p> <ul style="list-style-type: none"> • Oxfordshire Association for the Blind • Oxfordshire South and Vale Citizens' Advice • South and Vale Carers' Centre. <p>Consideration of these was deferred to the December meeting.</p> <p>It was proposed by Cllr Hannigan and seconded by Cllr Griffin that two donations of £100 be made to the Royal British Legion Poppy Appeal, one for Crowmarsh and one for North Stoke.</p> <p>These were agreed.</p>	<p>Clerk</p> <p>Clerk (Agenda)</p> <p>Clerk</p>

4535	<p>CHAIRMAN'S REPORT</p> <p>IT equipment for Officers</p> <p>It was agreed to purchase two laptops for the Finance Officer and the Clerk. Cllr Hermsen will research a suitable machine and will consult Ms Malcolm regarding the requirements of the accounting software. The Clerk will advise Cllrs Hermsen, Griffin, Hannigan and Mannering of Ms Malcolm's email address.</p> <p>It was noted that the invoice for the laptops must be made out to the Parish Council so that the VAT may be reclaimed.</p> <p>Parish Council Noticeboards</p> <p>Cllr Jones reported that no further information had been received on possible noticeboard suppliers. This will be discussed at a future meeting.</p> <p>SODC Town and Parish Council Forum</p> <p>The Chairman attended the recent town and parish council forum and asked the leader of the council about the derelict office site but no decision was expected before spring 2017.</p>	<p>AH</p> <p>Clerk</p>
4536	<p>PLANNING</p> <p>Decisions: The Council noted the following decisions from SODC.</p> <p>P16/S2610/HH (Householder): Application proposal, including any amendments: Proposed two storey extension. Mere Cottage, Mongewell Park, Mongewell OX10 8DA. PERMISSION GRANTED.</p> <p>P16/S2900/HH (Householder): Application proposal, including any amendments: Erection of a double-storey side extension. 13 Winters Field, Crowmarsh Gifford, OX10 8EE. PERMISSION GRANTED.</p> <p>P16/S2922/HH (Householder): Application proposal, including any amendments: Demolition of conservatory to the rear. A partial one/two storey extension to the rear and side to be added. Remove and replace existing timber cladding, additional timber cladding to be added. Chimney to be removed from north elevation. Addition of chimney to the west elevation. Triangular dormer above garage to be removed and replaced with two New England style dormer windows. Removal and replacement of windows to the rear elevation. Additional dormer to rear elevation. Addition of window to ground floor of west elevation. Farmlands, Pickets Lane, North Stoke OX10 6BU. PERMISSION GRANTED.</p>	

	<p>P16/S2964/HH (Householder): Application proposal, including any amendments: Proposed garden building. Maple Croft, Mongewell OX10 8BP. PERMISSION GRANTED.</p> <p>P16/S3040/HH (Householder): Application proposal, including any amendments: Single storey, front, side and rear extensions. 15 Newnham Green, Crowmarsh Gifford, OX10 8EW. PERMISSION GRANTED.</p> <p>Applications: The Council was asked to agree its response to SODC on the following applications:</p> <p>P16/S3407/HH (Householder): Proposed detached garage, car port and stores with loft room above. 2 Wallingford Road, North Stoke OX10 6BD. RECOMMEND APPROVAL.</p> <p>P16/S3176/HH (Householder): Single storey link extension at the rear of the property to accommodate utility room. 51 Newnham Green, Crowmarsh Gifford, OX10 8EP. RECOMMEND APPROVAL.</p> <p>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. RECOMMEND DEFERMENT until December meeting.</p>	
<p>4537</p>	<p>UPDATE ON WEBSITE</p> <p>Cllr Hermsen presented a proposal for improvements to the website and recommended carrying out a public consultation of residents.</p> <p>It was noted that North Stoke Church and North Stoke Village Hall should be listed on the website.</p> <p>It was recommended that a small amount should be paid for web hosting; a record of visits would be useful.</p> <p>Cllr Hermsen will publish a notice about the website consultation in Crowmarsh News.</p>	<p>AH</p>
<p>4538</p>	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <ul style="list-style-type: none"> • The next meeting of the management committee will be held on 7th November. Feedback will be given at the December meeting. • The Council's solicitor has been asked for copies of documents proving the council's ownership of the 	

	<p>recreation ground, which are needed for the Centenary Fields in Perpetuity application.</p> <ul style="list-style-type: none"> • Basketball Court: the SODC grant scheme has been suspended until next spring. However, Cllr Johnson reported that the preferred supplier is available to carry out the work at the agreed price and he proposed that the council proceed with this project and to apply for a grant for the children's play area when the grant scheme re-opens. This was agreed. The recent ROSPA report indicates that maintenance work is required at the play area. This will be carried out as soon as possible. The new equipment is a longer term project. • Storage of Sandbags: It was noted that there is space to store sandbags at the pavilion but flammable materials may not be stored in the boiler room. FJ will research suitable bags. • Footpath improvements needed in Crowmarsh: It was reported that Watery Lane is very muddy in places and noted that the nature area paths have been improved with bark chippings. This could perhaps be done in Watery Lane. The maintenance of footpaths is the landowners' responsibility but some work is undertaken by the OCC countryside service and the Chiltern Society's footpath volunteers. Councillors were asked to report areas needing attention to Cllr Griffin, who monitors the footpaths and other rights of way in the parish.. It was noted that Agrivert has offered to help with community projects. • It was reported that Grundons is donating a sack of daffodil bulbs which will be delivered to the pavilion. <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> • The minutes of the recent Parish Transport Reps' meeting will be circulated by Cllr Jones when they are received. • It was noted that consideration is again being given to the building of a third Thameses bridge near Reading. • Proposed crossing at A4074: The Chairman will write to Mr Geoff Barrell of Oxfordshire Highways, enclosing a copy of the survey report. 	<p>FJ</p> <p>JG</p> <p>FJ</p> <p>JG</p>
4539	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Letter about the consultation on measures to tackle air pollution in the High Street, Wallingford, including the closure of Wallingford Bridge at peak hours, expressing the 	

	<p>view that the consultation was badly publicized. The notices displayed referred to Watlington instead of Wallingford. The Clerk will draft a letter for the Chairman's signature.</p> <ul style="list-style-type: none">• Letter of resignation from Mr Moloney.• Letter from a resident about air quality.• Letter from a resident about a variety of local issues.• Expression of interest from a resident about helping with developing a neighbourhood plan.• Letter from a resident about building in an Area of Outstanding Natural Beauty.• Letter from a resident of Newnham Green about the proposed development behind their property.• Letter from Southern Electricity about assisting vulnerable people. It was noted that Social Services hold a list of vulnerable residents. The Clerk will forward this letter to Cllr Jones who will take this forward and publish a notice in Crowmarsh News.• Letter from a resident of North Stoke, expressing concern about the speed of traffic in Wallingford Road, North Stoke.• Flyer about the SODC grants scheme for March and April 2017. Individual district councillor grants of up to £5,000 are being introduced.• Invitation to the Oxford Victoria County History Trust meeting to be held on Tuesday 6th January 2017.• Letter from the organisers of the Head of the River Race, scheduled for 4th December. The Chairman will reply, asking that motorists park in a considerate manner. It was noted that it is still possible to use the former SODC car park. Roadside parking is permitted as long as this does not result in an obstruction.	<p>Clerk</p> <p>Clerk FJ</p>
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4540	<p>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p>River Users' Group 3 Cllr Mannering reported that the Environment Agency has a budget shortfall of £1 million. The Environment Agency is speaking to riparian owners about looking after trees on their land.</p> <p>Emery Owen Trust</p> <p>Cllr Johnson reported that the Emery Owen Trustees met on 27th October. Charitable donations since their last meeting amounted to £1,500 and £2,000 was spent on maintaining their land. The trustees resolved to increase their annual allotment fees to £15. It was noted that the charity's Parish Council representatives are Cllr Johnson and Mr Bellamy.</p>	
4541	<p>DATE OF NEXT MEETING</p> <p>The next Parish Council meeting will be held on Thursday 8th December at Crowmarsh Gifford Village Hall, starting at 7.30pm. The developer who has put in a planning application for housing to the south of Newnham Green will give a short presentation on their proposals at 7.00 pm and this will be followed by the business meeting at 7.30pm.</p>	
4542	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Cllr Jones is hoping to obtain a map which shows the parish boundaries. 	
	<p>The meeting closed at 10.15 pm.</p>	