



CROMMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crommarsh Gifford Village Hall on Thursday 8th November 2018,
starting at 7.30pm**

Present:

Mr J Griffin (Chairman)	Mr D Rowley
Mr N Hannigan	Mrs E Ryall
Mrs D Hall	Mr S Sherbourne
Mrs F Jones	Mrs F Stevenson
Mrs P Millar	Mr D Topliss

Attending: Dr Y Peet (Finance Officer) and Mrs S Rance (Clerk). County Councillor M Gray attended part of the meeting.

Apologies: Received from Prof A Johnson, Cllr S Soames and District Councillor S Cooper.

Declarations of interest: Cllr Millar declared an interest in planning application P18/S3445/HH (Days Cottage North Stoke) and took no part in the discussion.

The meeting was quorate.

NO.		ACTION
4802	MINUTES OF PREVIOUS MEETING Corrections to previous Minutes: It was noted that the previous meeting was held in North Stoke Village Hall and not in Crommarsh Gifford as reported in the minutes. Subject to this correction, the Minutes of the meeting held on 4 th October were approved as a true record and signed by the Chairman.	
4803	MATTERS ARISING FROM PREVIOUS MINUTES <u>Item 4792:</u> The Clerk has informed the charity, Victims of Abuse of the Council's decision not to make a donation as the charity does not work in the parish. <u>Item 4792:</u> Hedge cutting at Home Farm and the footpath from the church to the recreation ground. Quotes have been received from Mr Cottrell and from Coulton Tree Services. Both were	

	<p>around £130 for each job but Mr Cottrell was not able to carry out the work until February. It was agreed to accept Coulton's quote and to seek a further quote for pruning the shrubs on the corner of Portway and Cox's Lane.</p> <p><u>Item 4798</u>: SODC Community Grant Agreement: Cllr Johnson has this in hand.</p> <p><u>Item 4798</u>: Grant agreement with WREN: Cllrs Rowley and Johnson have signed the agreement.</p> <p><u>Item 4799</u>: North Stoke Village Hall: Slade Legal have made a number of suggestions in regard to the registration of North Stoke Village Hall with the Land Registry. It would be helpful to locate the original deeds but there are ways round this. A valuation could be obtained from the insurance company; it would be necessary to ask if there is a covenant on the building stipulating that it can only be used as a village hall. Cllr Millar will ask a local estate agent about the valuation and check with Cllr Soames as to whether a covenant is in place.</p> <p><u>Item 4801</u>: Data Protection Registration. The Finance Officer confirmed that the registration fee is £40 per annum and is paid by direct debit.</p>	<p>Clerk</p> <p>PM</p>
<p>4804</p>	<p>FINANCE</p> <p><u>a) Payments made in October</u></p> <p>A schedule of payments made in October was presented. This included payments to SODC for dog bin emptying, Berinsfield Community Business for grass cutting, Crowmarsh School for photocopying, North Stoke Village Hall for hall hire and payment for boiler repair. In addition payment of £27 travelling expenses for Cllr Sherbourne was agreed. It was proposed by Cllr Hannigan and seconded by Cllr Ryall that the payments be approved and this was agreed.</p> <p><u>b) Accounts Status at 31st October 2018</u></p> <p>The accounts status report to the end of October was presented. Income to date was £60,485 and expenditure on running costs was £42,238. The precept has now been received in full as well as the £10,000 grant for the neighbourhood plan. The Finance Officer reported that no further payment for the feed-in tariff has been received because the certificate has the wrong postcode on it. She has put in a request for the certificate to be changed. The neighbourhood plan project is currently in surplus by £9572 and the playground project currently shows a deficit of £7644 but grant money is expected soon.</p>	

	<p>c) <u>Other matters</u></p> <p>£513.08 in donations made at Mr Bellamy's funeral have been received for the playground project.</p> <p>Three quotes have been received for repairs to the pavilion roof following the theft of lead. These have been sent to the insurance company.</p> <p>d) <u>Requests for grants and donations</u></p> <p>Requests have been received on behalf of the British Legion Poppy Appeals for Crowmarsh Gifford and for North Stoke. After discussion it was proposed by Cllr Sherbourne and seconded by Cllr Ryall that a donation of £100 be made to each of them and this was agreed.</p> <p>e) <u>Replacement Tree for Jethro Tull Gardens</u></p> <p>Cllr Sherbourne reported that responses from residents of Jethro Tull Gardens included a recommendation for a copper beech tree. The tree officer, Sarah Venners is happy with this choice of tree. Cllr Sherbourne had obtained quotes from three possible suppliers and recommended a tree of about 6 metres tall with a trunk circumference of 40-50 cm. The tree would have a one year guarantee and would need regular watering. The tree itself would cost £1245 and the total expenditure including delivery by specialist transport and planting would be £2,421.20. Cllr Sherbourne recommended that the tree should be sited in the middle of the grassy area. Concern was expressed about the depth of planting required as this was the site of an iron foundry; however Cllr Millar reported that this species of tree is relatively shallow rooted. After discussion it was agreed to set a maximum price of £1,500 (excluding VAT) including delivery and planting. Cllr Sherbourne was authorized to negotiate and place an order subject to this maximum price.</p>	SSh
4805	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p>Cllr Sherbourne reported that the crossing at Portway should go ahead as part of the development at Newnham Manor.</p> <p>The crossing at The Street will be next on the list of priorities. Residents' views could be invited as part of the neighbourhood plan consultation.</p>	

4806

PLANNING

Decisions: The Council noted the following decisions from SODC.

P18/S2764/HH (Householder): Application proposal, including any amendments: Proposed extension, re-modelling and associated works. Tinkers Dell, 9 Wallingford Road, North Stoke (in the parish of Crowmarsh), OX10 6BD. PERMISSION GRANTED.

P18/S2871/FUL (Full Application): Application proposal, including any amendments: Retrospective planning application for a change of use from an existing car workshop (B2) use to the retention of the car workshop use (B2) with ancillary car sales (Sui Generis use) as subsidiary to the car workshop, and the erection of a fence. Nuffield Garage, Crowmarsh Hill, Crowmarsh Gifford, OX10 8BG. PERMISSION REFUSED.

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

P16/S3852/FUL (Full Application): Amendment no. 7, dated 18th October 2018. Hybrid planning application for the 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 application). Land at Newnham Manor, Crowmarsh Gifford, OX10 8ED. For information purposes. NO COMMENTS ALLOWED by the Parish Council.

P18/S3020/HH (Householder): Erection of a single-storey rear conservatory to extend the existing kitchen area. 45 The Street, Crowmarsh Gifford, OX10 8EA: RECOMMEND APPROVAL.

P18/S3021/LB (Listed Building): Erection of a single-storey rear conservatory to extend the existing kitchen area. 45 The Street, Crowmarsh Gifford, OX10 8EA: RECOMMEND APPROVAL.

P18/S3445/HH (Householder): Single storey rear extension. Days Cottage, The Street, North Stoke (in the parish of Crowmarsh), OX10 6BL: RECOMMEND APPROVAL.

P18/S3505/HH (Householder): First floor side extension over existing. 49 Park View, Crowmarsh Gifford, OX10 8BJ: RECOMMEND APPROVAL.

P18/S3620/HH (Householder): Door and window alterations to existing outbuilding. Days Cottage, The Street, North Stoke (in the parish of Crowmarsh), OX10 6BL: RECOMMEND APPROVAL.

	<p>Land East of Benson Lane</p> <p>Still no replies have been received to the letters written by the Chair of Planning.</p> <p>Neighbourhood Plan</p> <p>The Chair of Planning and Dr Robins met with the new lead officer for the SODC, Cheryl Soppet, on the 9th October. The current draft of the plan was discussed and we have been asked for our vision of the Parish in 2033, taking into account the number of new houses already approved by the SODC.</p>	
4807	<p>REPORT OF THE COUNTY COUNCILLOR</p> <ul style="list-style-type: none"> • County Councillor Mark Gray recommended inviting residents' views on infrastructure plans. Cllr Jones attended a meeting at Benson Parish Hall hosted by SODC on 19th October on the Joint Spatial Plan. The idea is that infrastructure improvements will accompany major new developments. OCC Cllr Gray reported that there is a growth fund of £215 million and a housing infrastructure fund which together make a total of £500 million. There will also be separate funding for roads and schools. Cllr Millar reported that there are more start up businesses in South Oxfordshire than anywhere else in the country. • Unitary Authority: more news is expected very soon. • OCC Cllr Gray is talking to district and county council officers about parking and access at the riverside. • It is intended to provide a toucan crossing at Portway on the A4074 as part of the Newnham Manor development. • Oxford to Cambridge Expressway: there are still three or four possible routes for this project, which is encountering increasing opposition. • Collapsed drain cover at North Stoke crossroads. Cllr Soames has been pursuing this. OCC Cllr Gray will try to progress it. • Culvert at North Stoke: the parish council will apply for the promised funding from Cllr Gray's fund. • It was noted that in some cases, charges are now being levied for school transport but Cllr Gray explained that this only applies when parents have elected to send their child to a school outside their catchment. Cllr Gray reported that as part of a change in policy, a small subsidy will now be available in some cases for community transport. This may include a twice daily public bus service from Wallingford to Watlington. Cllr Gray will circulate details. 	MG

4808

REPORTS OF COMMITTEES

Update on Replacement Noticeboards

Cllr Jones has drafted an order for noticeboards and it has been checked with Greenbarnes. The order includes six noticeboards and three sets of posts, including one set for the noticeboard at St Mary Magdalene Church. The noticeboard for North Stoke will be made of aluminium and will include a glazed and lockable section. The total cost of the new boards is £5,692 plus VAT.

A vote of thanks was made to Cllr Jones for her hard work on this project.

Future consideration will be given to a replacement noticeboard at the pavilion and the provision of a noticeboard at Crowmarsh Hill. Cllr Jones will apply for a grant from SODC for an additional noticeboard as a separate project.

FJ

Update on Playground Project and Gym

- Cllrs Johnson and Rowley have reported that SODC require the parish council to draw up and approve a Health and Safety policy and an Anti-Discrimination policy before any funds can be released. Cllr Johnson had circulated draft policies and these were approved.
- The Parish Council will currently be contributing approximately £33,000 for the project and the third party payment re. the WREN grant, though there is a contingency for further costs.
- The funding agreement has been signed and orders have been placed for the playground. Work will begin on 8th January and the site handover is planned for 18th March. It is hoped to have the launch during the Easter school holidays which are 5th – 23rd April. There will be a 'soft start' beforehand to give the turf time to get established.
- A contingency of £1,066 has been allowed to replace the swing if needed.
- A minor works contract is to be drawn up and signed to cover ancillary items.
- Fresh Air Fitness and Eibe have both quoted for the outdoor gym. Eibe's quote provides for 60m² in matting, whereas Fresh Air Fitness provides less matting but the difference in price is only about £1,000. Eibe's labour costs are cheaper but there is a markup on equipment. It was noted that Fresh Air Fitness have onerous clauses in their contract. Cllr Rowley will check the warranties and costings provided by Eibe and compare the two quotes.
- It was agreed that Cllrs Johnson and Rowley are authorized to make the final decision on the gym

AJ/DR

	<p>contractor.</p> <ul style="list-style-type: none"> • Press releases have been sent to radio stations and newspapers to satisfy WREN's requirement for publicity and there will be an announcement in the December issue of Crowmarsh News and in Window for Wallingford. Details will also be posted on the parish website. • The existing play area will be closed and fenced off from 8th January to March and this will be publicized in Crowmarsh News. • Cllr Griffin will ask Agrivert if they could process some of the surplus bark chippings into compost. • Payment of £96,794.93 to Eibe is due on 11th December. The Finance Officer needs to know the schedule of payments in order to manage cash flow. • Mr Chris Strange has obtained quotes for doors at the pavilion to provide wheelchair access. <p><u>Additional Litter Bin for The Street, Crowmarsh Gifford</u></p> <p>The Clerk has put in a request for an additional litter bin to be provided near the entrance to Newnham Manor in The Street, Crowmarsh Gifford. However, after discussion, it was agreed that the preferred option would be to relocate the existing bin on the lamp-post outside The Old Forge in The Street as there are two others nearby. The Clerk will contact SODC again.</p> <p><u>New Dog Fouling Signs at the Recreation Ground</u></p> <p>It was noted that this should be discussed initially by the Recreation Ground Management Committee. The Clerk will email Cllr Johnson to request him to fix a date for a meeting.</p> <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> • Update on Radar Speed Signs: Cllr Hall reported that the Elan Citi sign was the preferred option and photos were circulated. The sign would need moving each month but this could be a problem due to its weight (10.2 Kg plus batteries). One solution might be to buy two signs and run one at a time. After discussion Cllr Hannigan suggested purchasing one solar powered sign with an on/off switch as regulations prevent it being run all the time. Cllr Hall will research solar powered options. It may be possible to obtain an additional one for Portway with the Section 106 money in due course. • Cllr Jones has circulated the notes on the recent Parish Transport Representatives' meeting. It was noted that bus route 134 has changed and no longer serves Crowmarsh Gifford. 	<p>AJ/DR</p> <p>JG</p> <p>Clerk</p> <p>Clerk</p> <p>DH</p>
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4809	<p>UPDATE ON WEBSITE</p> <ul style="list-style-type: none"> • Cllr Stevenson reported that there are new government guidelines about parish websites and new accessibility regulations will be introduced with effect from 2020. • All documents relating to the recent audit are now on the website. 	
4810	<p>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p><u>River Users' Group (RUG 3)</u></p> <p>Cllr Ryall reported on the recent meeting. The group chairman has stood down. The group is looking at riverside trees between Wallingford and Benson Lock which are encroaching on the river to such an extent that dredging is now required. Environment Agency registration fees for boats are being increased.</p>	
4811	<p>REPORT OF THE DISTRICT COUNCILLOR</p> <ul style="list-style-type: none"> • District Cllr Cooper had submitted a written report as follows: <ul style="list-style-type: none"> ➤ Much work is ongoing with the Local Plan, which is coming to full council on 20th December ➤ Invitations to tender for Design and Build new SODC offices have been invited; deadline uncertain but will be before Christmas. ➤ After consultation with the enforcement officer dealing with the retrospective application for second hand car sales at the top of Crowmarsh Hill, a report has been drawn up recommending refusal because of impact on the area and the intrusive lighting. It is uncertain whether OCC Highways will be making an objection. 	
4812	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Enquiry from SOHA enquiring about ownership of a strip of land adjacent to a property in Benson Lane. The Chairman will make enquiries into this. • Request for a donation from Chilterns Conservation Board. This will be considered at the next meeting along with the budget. • Invitation from Oxford Victoria County History Group to their meeting on 3rd December, plus a request for a grant. • Information from Oxfordshire County Council about primary admissions in September 2019. The Clerk will put the 	<p>JG</p> <p>Clerk (Agenda)</p> <p>Clerk</p>

	<p>poster on the noticeboard and request that information be included in Crowmarsh News.</p> <ul style="list-style-type: none"> • Request for a grant from Wallingford Volunteer Centre. This will be considered at the next meeting. • Letter from the Parish Council's internal auditor, Mr Roger Symes, announcing that he is retiring and will be unable to undertake any further audit work. The Clerk will thank him for his work and ask whether he can recommend anyone to take over in future. 	<p>Clerk (Agenda)</p> <p>Clerk</p>
4813	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 13th December, at Crowmarsh Gifford Village Hall starting at 7.30pm. Cllr Sherbourne offered to bring wine and mince pies. The Clerk will draw up a list of suggested dates for meetings in 2019 for discussion at this meeting. It was noted that local parish and district council elections are to be held in May 2019.</p>	<p>SSh</p> <p>Clerk</p>
4814	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Cllr Sherbourne reported that a sack of daffodil bulbs has been donated by Grundon. He has planted many of them but there are some left if councilors would like to plant some. Suggested sites are North Stoke cross roads and Mongewell. The Finance Officer offered to do some planting in the wide grass verge in The Street opposite the entrance to Newnham Manor. Councillors are asked to contact Cllr Sherbourne if they would like to plant some bulbs. • Cllr Sherbourne reported that the bollards in The Street at the Queen's Head roundabout are looking particularly tatty and need cleaning. • Cllr Millar reported that the North Stoke defibrillator needs to be registered with South Central Ambulance service. North Stoke residents have taken training in the use of the defibrillator. Defibrillators are also sited at Crowmarsh Village Hall, the Pavilion and at Crowmarsh School. • Cllr Millar reported on the inappropriate street lighting in North Stoke. It is hoped to have the existing street light replaced with a more efficient LED emitting white light rather than orange. • A resident of Home Farm has complained about local residents parking on the grass verge in The Street outside Home Farm. This creates a hazard for traffic turning left out of Home Farm into The Street as it prevents an adequate view of oncoming traffic. 	<p>ALL</p>
	The meeting closed at 9.55pm.	