



# CROMMARSH PARISH COUNCIL

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**Minutes of the Parish Council Meeting**  
**Held at North Stoke Village Hall on Thursday 7<sup>th</sup> October 2021,**  
**starting at 7.30pm**

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**Present:**

Mr Julian Park	Mr Stephen Sherbourne
Mr David Rowley	Mr Robin Smith
Mrs Liz Ryall	Mr Stuart Soames

**Attending:** Dr Yvonne Peet (Finance Officer) and Mrs Sue Rance (Clerk).

**Apologies:** Received from Mr John Griffin, Prof Andrew Johnson, Mrs Fleur Stevenson, Mr David Topliss, County Councillor Felix Bloomfield and District Councillors Sue Cooper and Andrea Powell.

**Declarations of interest:** None.

The meeting was quorate.

NO.		ACTION
5226	<p><b>MINUTES OF MEETING HELD ON 9<sup>TH</sup> SEPTEMBER 2021</b></p> <p><u>Correction to previous minutes:</u> Item 5225. It was noted that Cllr Soames would contact BT to request that they arrange to repaint the North Stoke telephone box.</p> <p>Subject to this correction, the Minutes of the previous meeting were approved as a true record.</p>	
5227	<p><b>MATTERS ARISING FROM PREVIOUS MEETING</b></p> <p><u>Item 5213:</u> Noise from Motorcycles: the copy letter to the Police and Crime Commissioner has been acknowledged by John Howell MP and by PCSO Sue Harris.</p> <p><u>Item 5213:</u> The traffic speed survey close to the crossroads in North Stoke has been completed. The Clerk will send the results to Thames Valley Police.</p> <p><u>Item 5213:</u> The gov.uk email address for the Chair is now available. The Clerk will chase up the ones for the clerk and finance officer.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>

	<p><u>Item 5213</u>: Cllrs Griffin and Sherbourne had a site meeting on 16<sup>th</sup> September with the OCC rights of way officer and the Ridgeway National Trail officer to discuss improvements to Watery Lane. There are some manhole covers creating a hazard which are thought to be covering field drains. Tourist type signs have been suggested at the north end and in Wallingford to highlight the fact that Watery Lane is the link from the town to the Ridgeway.</p> <p><u>Item 5215</u>: Garden Waste. The District Council has decided to extend the subscription period by three months to compensate for the interruption to the service.</p> <p><u>Item 5217</u>: The Clerk will confirm to SODC that the Parish Council wishes to receive any CIL money due.</p> <p><u>Item 5225</u>: The Clerk is researching the incident at Crowmarsh Hill which resulted in a resident's car window being broken during strimming.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
<p><b>5228</b></p>	<p><b>REPORT FROM THE COUNTY COUNCILLOR</b></p> <p><u>Covid 19</u> There has been a total of 2,259 new confirmed cases in Oxfordshire. The biggest increase is being seen among children 11 - 17 and the 40 - 49 years age group. Those aged 60 and above remain stable with no increase in hospital admissions. This mirrors the regional and national picture. Socially responsible behaviours of testing, isolating, and taking extra care remain important.</p> <p><u>Civil Parking Enforcement</u> OCC has taken over responsibility for civil parking enforcement from the police and this will begin on November 1st 2021 We have appointed Conduent Parking Solutions to provide the Civil Enforcement Officers My message is 'Observe the lines and avoid the fines'.</p> <p><u>20mph Zones</u> Five trials are currently underway across Oxfordshire. Communities will be looked at on a case-by-case basis as applications can become very involved. If you have areas within your parish you would like to see covered by the new limit that will benefit highway safety, I urge you to please let me know as soon as possible via email preferably with an attached map.</p> <p>I am pleased the Crowmarsh Neighbourhood Plan is finally to be adopted by SODC meaning you will now be entitled to 25% of Community Infrastructure Levy monies instead of 15% I introduced CIL to South Oxfordshire in 2016. This tax on developers has raised many millions of pounds and has proven to</p>	

	<p>be very beneficial to parishes across Oxfordshire, helping parish councils fund projects that benefit their local communities. If you have a project you would like to fund that needs OCC input, please let me know.</p> <p>Councillors agreed that a 20mph speed limit in North Stoke village and in residential roads in Crowmarsh Gifford would be beneficial. Cllr Sherbourne will discuss this with Cllr Griffin. It was also considered preferable for The Street in Crowmarsh to be restricted to 20 mph.</p>	<b>SSh</b>
<b>5229</b>	<p><b>REPORT OF THE DISTRICT COUNCILLOR</b></p> <p><b>Garden Waste Collections</b>  Councillors will be aware that the garden waste collection service are resuming this week, with a four-weekly schedule to be implemented as in interim measure while the situation with HGV drivers is kept under review. An Extraordinary Council Meeting, called by the Conservative Group on 24<sup>th</sup> September, debated a report on the situation and concluded that the Business Continuity Plan within the Biffa contract had been activated and implemented appropriately. It was accepted that the collection of direct debit payments should have been suspended while the service was also temporarily halted, and the recommendation to extend the subscription period by 3 months was also approved. One of the criticisms received by SODC has been the lack of communication with customers about the suspension of the service. This has also been investigated and some key findings were included in the officer report. Firstly, when it was decided to bring the fulfilment service back in-house from Capita (this process started in April 2021), it was discovered that the customer data was in very poor shape and that there were email addresses for only 37% of customers. There was no Customer Relationship Management (CRM) system in place, so there was no way to link the billing data with the service delivery data (one system had been outsourced to Capita, the other to Biffa). Every effort was made to communicate the suspension to residents via social media, local newspapers, TV &amp; radio, but it wasn't feasible (or would have been prohibitively expensive) to send physical letters to everyone.  Fortunately, we will be approving a refreshed IT Strategy in November, and one of the projects included is the selection and implementation of a suitable CRM system so that SODC will be able to manage information about residents and service subscribers in an effective and efficient way (and allow them to provide us with information such as up-to-date email addresses).</p> <p><b>Move Together – part of our Active Communities strategy</b>  Our new Move Together team has been busy since the project launched in July. They have been on walks with residents who</p>	

haven't left their homes during the pandemic, talking about the support available to help them get active again. Resident feedback has been positive about the beneficial impact of this support. On a related topic, a webinar will be taking place on Tuesday 12 October at 10am for healthcare professionals, social prescribers, partner organisations and anyone working with people whose physical or mental health and wellbeing has been negatively affected by Covid-19.

Please share these details with organisations you feel would be interested.

### **Oxfordshire 2050 Consultation and the Future Oxfordshire Partnership**

This consultation runs until 8<sup>th</sup> October, so there isn't long to have your say! The consultation is being run by OCC at <http://oxfordshireopenthought.org>.

The former Oxfordshire Growth Board has been renamed the Future Oxfordshire Partnership, to reflect the new focus on sustainability and dealing with climate change as much as accommodating the Government's housing targets. As a reminder, this is a joint committee of the six councils of Oxfordshire together with key strategic partners. The role and purpose of the Partnership is to:

- Coordinate local efforts to manage economic, housing and infrastructure development in a way that is inclusive and maximises local social and environmental benefits;
- Support the development of local planning policy that meets the UK Government's stated aim of net zero carbon by 2050, and contributes towards biodiversity gain whilst embracing the changes needed for a low carbon world; and,
- Seek to secure funding in the pursuit of these aims and oversee the delivery of related work programmes delegated to it by the Joint Committee's constituent local authority members.

It does this by overseeing the delivery of projects that the councils of Oxfordshire are seeking to deliver collaboratively in the fields of economic development and strategic planning. The Partnership is supported by four Advisory Groups (Infrastructure, Environment, Housing and Oxfordshire Plan 2050), a Scrutiny Panel and a small team of officers who are tasked with delivering on elements of the Partnership's work programme. The Partnership's work is guided by an overarching Strategic Vision which was published in 2021.

We both sit on the Environment Subgroup, which met recently and reviewed a report on the Local Transport and Connectivity Plan. This explains how the strategy works in three phases:

	<ol style="list-style-type: none"> <li>1. Reduce demand for car-dependent travel (with better public transport, cycle infrastructure and digital connectivity)</li> <li>2. Increase the percentage of journeys NOT made by car (with targets to measure success)</li> <li>3. Encourage the uptake of zero emission vehicles for those journeys which must be made by car</li> </ol> <p>The Advisory Group discussed how Town &amp; Parish Councils can influence the specific schemes which are identified for delivery and help in their implementation, so this will be picked up through the Town &amp; Parish Forums.</p> <p><b>Trees</b>  At last Thursday's cabinet meeting we approved the policy for planting trees on South Oxfordshire District Council land. It is on the SODC website at  <a href="https://www.southoxon.gov.uk/south-oxfordshire-district-council/planning-and-development/wildlife-trees-and-landscape/trees/">https://www.southoxon.gov.uk/south-oxfordshire-district-council/planning-and-development/wildlife-trees-and-landscape/trees/</a>  There is quite a lot of other information on various aspects of trees including information on tree preservation orders and a <a href="#">Guide to Planting Trees for Community Groups</a> a useful resource to help you plan such projects.</p>	
5230	<p><b>PLANNING</b></p> <p><b>Decisions by SODC</b></p> <p><a href="#">P21/S3227/HH</a> 6 Shuttleworth Close, Mongewell OX10 8FS. Single storey Edwardian design conservatory to the rear – Planning permission</p> <p><a href="#">P21/S3395/HH</a> Archgate, The Street, North Stoke OX10 6BL. Removal of three existing 1960s windows and make good reveals. Remove bay window and block in with brickwork and flint stonewalling to match the adjacent farm buildings. Replace the three windows with newly painted hardwood frames. Infill one brick recess with local flint stonewalling to match the adjacent farm buildings. Make good old brickwork and pointing as required – Planning permission</p> <p><b>Consultations</b></p> <p><a href="#">P21/S3932/HH</a> 1 Winterbrook, Wallingford OX10 9DX, New carport and modifications to front entrance gates – No strong views: no impact on Crowmarsh parish.</p>	

	<p><a href="#">P21/S3906/FUL</a> The Old Court, Winterbrook, Wallingford OX10 9DX, Variation of condition 2 Approved Plans on planning application P20/S2920/FUL for a smaller property and repositioning on site. Replacement dwelling – No strong views: no impact on Crowmarsh parish.</p> <p><a href="#">P21/S3847/HH</a> 4 Halifax Road, Mongewell OX10 8FP. Side Extension – No objection.</p> <p><a href="#">P21/S3961/CM</a> Land at White Cross Farm, Wallingford (Cholsey parish). Extraction and processing of sand and gravel including the construction of new site access roads, landscaping and screening bunds, minerals washing plant and other associated infrastructure with restoration to agriculture and nature conservation areas, using inert fill – Recommend refusal: intrusive development having a harmful impact on the River Thames, setting of the listed boathouse and gallery at the former Carmel College, the Chilterns AONB, and the Thames Path national trail, including loss of amenity for users of the river and the Thames Path. Possible hydrological impact on the river and its baseflow, so the Environment Agency must be consulted. This is a repeat of an application already refused by OCC for the same extraction plus a marina.</p> <p><b>Neighbourhood plan</b> SODC is due to approve the plan on Thursday 7 October, after which the plan will be “made” and we will be eligible for 25% of CIL funding from new developments.</p>	
5231	<p><b>FINANCE</b></p> <p><b>a) Payments to be made in October</b></p> <p>The Finance Officer presented a list of payments to be made. As well as salary payments, this included:</p> <ul style="list-style-type: none"> <li>• £975.37 expenses for Chris Strange, covering the purchase of a new cooker, fertilizer, paint and seed</li> <li>• £240 for Zoono treatment in August and September</li> <li>• £480.00 for the internal audit</li> <li>• £154.66 for church floodlighting</li> <li>• £1680.00 for remedial work on the horse chestnut tree</li> <li>• £129.46 for the installation of the last CCTV camera</li> <li>• £3255 for the consultation fee for double yellow lines at Stephens Field.</li> <li>• £4259.52 for new LED floodlights for the tennis courts.</li> </ul>	

	<p>It was noted that installation of the final CCTV camera had been delayed while an asbestos survey was carried out but no asbestos had been found.</p> <p>It was proposed by Cllr Ryall and seconded by Cllr Park that these payments be approved and this was agreed.</p> <p><b>b) Parish Council Insurance Cover</b></p> <p>The Parish Council insurance cover was reviewed and it was decided to sign a three-year agreement with Hiscox at a premium of £4114.10 per annum. This was proposed by Cllr Sherbourne, seconded by Cllr Ryall and was agreed unanimously.</p> <p><b>c) Requests for Grants and Donations</b></p> <p>A request for a donation had been received from Home Start South Oxfordshire, who support local families. After discussion it was proposed by Cllr Park and seconded by Cllr Smith that a donation of £250 should be made and this was agreed.</p> <p><b>d) Accounts for Year to Date</b></p> <p>The Finance Officer presented a summary of the accounts to 30th September 2021. Total receipts were £114,218.66 including £65,000 CIL money and the second half of the precept. Total expenditure was £56,701.88. The bank balance at the end of September was £308,100.62. It was noted that CIL money has to be spent within five years of receipt. Now that the neighbourhood plan has been made, the parish council will receive 25% with no capping of CIL money for future housing developments. The budget monitoring for the half year will be considered at the November meeting.</p>	
5232	<p><b>REPORTS OF COMMITTEES</b></p> <p><u>Environment and Recreation Ground</u></p> <p>Cllr Rowley reported that the CCTV installation has been completed and Cllr Johnson, Cllr Rowley and Chris Strange have their phones or laptops linked to the CCTV system. Chris is obtaining quotes for cabling to improve the resolution of the remote pictures. Cllr Rowley will ask Chris for details of any shortcomings with the pictures. The CCTV policy was approved. An addendum is to be added to note particular responsibilities.</p> <p>The new lighting at the hard court area is a great improvement.</p>	

	<p><u>Proposed Big Platinum Jubilee Lunch – Sunday 5<sup>th</sup> June 2022</u></p> <p>The parish council agreed to support this event but the costs will need to be agreed.</p> <p>Cllr Rowley reported that a football tournament has been booked at the recreation ground on 4<sup>th</sup> and 5<sup>th</sup> June but he has booked the village hall for that weekend for the Big Jubilee Lunch. Some of the setting up would take place on the 4<sup>th</sup> and the event would be on Sunday 5<sup>th</sup> June. A working group of seven people has been formed and a few others have expressed an interest in assisting. Quotes are being obtained for marquees, tables and chairs, bands and children’s entertainment. It is hoped to have two bouncy castles for younger and older children and rocking boats (which would be manned by the suppliers). A lunchtime jazz band is being considered with a barn dance later in the day. The scouts are considering providing a barbecue, the PTA one of the bouncy castles and possibly another barbecue. People may also bring their own food. The church will run a cake stall. Jubilee themed flower arranging and cake competitions are also being considered. Cllr Sherbourne and Chris Strange will be kept informed as representatives of the village hall. The initial overall cost is estimated to be in the region of £5,000. Cllr Rowley will circulate a detailed plan for councillors to consider. Some items will need early agreement and booking between meetings.</p> <p><u>Traffic and Transport</u></p> <p>Mr Nick McGregor and Mr Nick Sumner have expressed a wish to join the Traffic and Transport Committee. The Clerk will send their contact details to Cllr Sherbourne.</p> <p>Civil parking enforcement will be introduced from 1<sup>st</sup> November. Yellow lines will be removed from the lay-by opposite The Bell at the request of the residents who need to use it for parking.</p>	<p><b>DR</b></p> <p><b>Clerk</b></p>
<p><b>5233</b></p>	<p><b>UPDATE ON WEBSITE</b></p> <p>The website is up to date.</p>	
<p><b>5234</b></p>	<p><b>REPORTS OF REPS ON OUTSIDE BODIES</b></p> <p><u>River Users Group 3</u></p> <p>Cllr Ryall reported that the RUG3 group will meet in October. There are some trees next to the river which require attention but it is uncertain who owns them.</p>	



	<p><u>Grundon Liaison Group</u></p> <p>It was agreed that Cllr Sherbourne may purchase a sack of bulbs if Grundon does not donate any this year.</p>	<b>SSh</b>
<b>5235</b>	<p><b>CORRESPONDENCE</b></p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> <li>• Information on civil parking enforcement</li> <li>• Rural Services Network update</li> <li>• SODC updates</li> <li>• Chilterns Conservation Update</li> <li>• Chilterns Magazine</li> <li>• NALC Update</li> <li>• Publicity on 766 Sqn Air Cadets' recruitment drive for adult volunteers</li> <li>• Police and Crime Commissioner September update.</li> </ul>	
<b>5236</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>The next parish council meeting will be held on Thursday 4th November 2021 at Crowmarsh Gifford Village Hall, starting at 7.30pm.</p>	
<b>5237</b>	<p><b>ANY OTHER BUSINESS</b></p> <p>Due to a fire at St Mary Magdalene Church, the control box for the light timer had been damaged. It was agreed to suggest that the Mrs Foster should contact the church's insurance company to notify them of a possible claim.</p>	<b>Clerk</b>
	<p>The meeting closed at 21.00.</p>	