



# CROWMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting  
Held at Crowmarsh Gifford Village Hall on Thursday 6<sup>th</sup> September 2018,  
starting at 7.30pm**

**Present:**

Mr J Griffin (Chairman)	Mrs E Ryall
Mr N Hannigan	Mr S Sherbourne
Mrs D Hall	Mrs F Stevenson
Prof A Johnson	Mr S Soames
Mrs F Jones	Mr D Topliss

**Attending:** Dr Y Peet (Finance Officer, Mrs S Rance (Clerk) and District Councillor Mrs Sue Cooper. One member of the public attended part of the meeting.

**Apologies:** Received from Mr D Rowley.

**Declarations of interest:** None.

The meeting was quorate.

NO.		ACTION
4777	<p><b>MINUTES OF PREVIOUS MEETING</b></p> <p>Corrections to previous Minutes: <u>Item 4769</u> Update on Playground Project, second to last bullet point : <i>'It was agreed that if successful with the WREN application OPFA can be appointed as the project manager.'</i></p> <p><u>Item 4769</u> final paragraph <i>'Cllr Rowley reported that a member of the Environment Agency has said they would be willing to look at the nature area and make some recommendations to improve it re. biodiversity. If these recommendations are appropriate and agreed, there is a possibility of up to ten man days of voluntary work being offered by EA'.</i></p> <p>Subject to these corrections, the Minutes of the meeting held on 2<sup>nd</sup> August were approved as a true record and signed by the Chairman.</p>	

4778	<p><b>MATTERS ARISING FROM PREVIOUS MINUTES</b></p> <p><u>Item 4764</u> : Culvert at North Stoke. A quote of £1070 has been received to make the culvert safe. In addition a steel grid will be needed at a cost of approximately £400. County Councillor Gray offered to fund this amount, subject to the necessary application form being completed. This was agreed.</p> <p><u>Item 4765</u>: The vacant allotment plots have been advertised in Crowmarsh News together with a notice about the need for considerate parking in Newnham Green to allow access for refuse trucks.</p> <p><u>Item 4769</u>: The boiler at the Pavilion has been repaired.</p> <p><u>Item 4769</u>: SODC grant for playground project; the necessary documentation is in hand.</p>	
4779	<p><b>REPORT OF THE COUNTY COUNCILLOR</b></p> <ul style="list-style-type: none"> <li>• County Councillor Gray reported that John Backley of SODC and a representative from the county council have met to discuss the access to the riverside. There is a proposal to restrict parking outside residents' homes in Stephens Field and to post signs to stop vehicles from using the old road to the riverside park. Cllr Gray will ask for confirmation in writing of the proposed measures to be taken.</li> <li>• An officer from OCC Highways will make a site visit in the next few days to discuss plans for a modified toucan crossing for the A4074. A new planning officer for the Newnham Manor development is to be appointed, more information to follow.</li> <li>• The first liaison meeting between OCC and Parish Councils has been held in Abingdon. Further meetings are planned; the next one will take place on Wednesday 19<sup>th</sup> September in Wantage and another one will be held in Harwell on Thursday 18<sup>th</sup> October.</li> </ul>	<b>MG</b>
4780	<p><b>FINANCE</b></p> <p><u>a) Payments made in August</u></p> <p>A schedule of payments made in August was presented. In addition two cheques each for £40 and payable to Fields in Trust were requested.</p>	

	<p>It was proposed by Cllr Sherbourne and seconded by Cllr Ryall that the payments be approved, and this was agreed.</p> <p><u>b) Accounts Status at 31<sup>st</sup> August 2018</u></p> <p>The accounts status report was presented to end of August showing income of £36,854 and expenditure of £24,251. It was noted that there had been an increase in expenditure, but this included sewage pump maintenance and repairs to the wall at the pavilion. No payment has been received from the feedback tariff recently as a correction needs to be made to the address details. Some of the council's reserves are being ear marked for the neighbourhood plan.</p> <p>A full report for the period ending 30<sup>th</sup> September 2018 will be presented at the next meeting.</p> <p><u>c) Insurance Quotes</u></p> <p>The Finance Officer has obtained quotes for insurance cover and after discussion it was agreed to opt for the lowest, a fixed price of £3114 per annum for three years, offered by Axa.</p> <p><u>d) Insurance Claims</u></p> <p>Thames Travel will pay for repairs to kerbstones, gates and guttering at the pavilion; estimated cost £3,000.</p> <p>Lead has been stolen from the roof of the pavilion and quotes are being sought for repairs. It may be necessary to select a contractor on the basis of which one can carry out the work soonest.</p> <p>e) <u>Any Other Matters</u></p> <ul style="list-style-type: none"> <li>• The Finance Officer reported that the external auditor has queried the high level of reserves. Evidence of planned expenditure on major projects has been sent to them.</li> <li>• A cheque has been received from Waitrose for £240, raised through their green token scheme in July for the playground project. The Clerk will write a letter of thanks.</li> <li>• Request for grant from Victim Support. Cllr Jones offered to research the work of this charity before their application is considered by the council.</li> </ul>	<p><b>Clerk</b></p> <p><b>FJ</b></p>
<p><b>4781</b></p>	<p><b>CHAIRMAN'S REPORT</b></p> <ul style="list-style-type: none"> <li>• A resident has expressed concern about a leaning tree at the recreation ground. This has been noted and will be monitored.</li> </ul>	

	<ul style="list-style-type: none"> <li>• There has been a complaint about an overhanging tree near the Emery Owen allotments. Cllr Johnson will raise this issue with the Emery Owen Trust.</li> <li>• The Parish Council's privacy notice has been circulated and was approved with one minor amendment.</li> </ul>	<b>AJ</b>
<b>4782</b>	<p><b>REVIEW OF STRATEGIC PRIORITIES</b></p> <ul style="list-style-type: none"> <li>• The playground project is currently in hand and information is awaited from WREN about the council's grant application.</li> <li>• A site meeting is to be held on 11<sup>th</sup> September about the crossing on the A4074 at Portway.</li> <li>• Pedestrian Crossing in The Street, Crowmarsh Gifford. No further action can be taken on this until the outcome of the WREN grant application is known and the situation regarding the A4074 crossing is clarified.</li> </ul>	
<b>4783</b>	<p><b>PLANNING</b></p> <p><b>Decisions:</b> The Council noted the following decisions from SODC.</p> <p>P18/S1851/HH (Householder): Application proposal, including any amendments: Conversion of rear half garage to studio/workshop, replacing one window with french doors and installation of one new window. No changes to listed building proposed. 92 The Street, Crowmarsh Gifford, OX10 8EJ. PERMISSION GRANTED.</p> <p>P18/S1962/HH (Householder): Application proposal, including any amendments: Proposed extension, alterations and new dropped kerb. 2 Park View, Crowmarsh Gifford, OX10 8BJ. PERMISSION GRANTED.</p> <p>P18/S1970/HH (Householder): Application proposal, including any amendments: Demolition of existing lean-to conservatory and replace with new rear extension. Minor interior alteration to increase the kitchen with breakfast area and create new playroom. New rear extension will form new lounge and hobby room. 44 Thames Mead, Crowmarsh Gifford, OX10 8HA. PERMISSION GRANTED.</p> <p>P18/S2155/FUL (Full Application): Application proposal, including any amendments: Change of use to existing redundant barn to one residential unit. The New Barn, Mongewell Park Farm, Wallingford Road, Mongewell (in the parish of Crowmarsh), OX10 8BS. PERMISSION GRANTED.</p>	

P18/S2175/HH (Householder): Application proposal, including any amendments: Single storey rear and side extension; new flue to stove. 9 Newnham Green, Crowmarsh Gifford, OX10 8EW. PERMISSION GRANTED.

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

P18/S2693/HH (Householder): Demolition of existing conservatory. Construction of new single storey rear extension. Construction of new single storey front porch. 7 Jethro Tull Gardens, Crowmarsh Gifford, OX10 8DS. RECOMMEND APPROVAL.

P18/S2764/HH (Householder): Proposed extension, re-modelling and associated works. Tinkers Dell, 9 Wallingford Road, North Stoke (in the parish of Crowmarsh), OX10 6BD. RECOMMEND APPROVAL.

P18/S2871/FUL (Full Application): 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. RECOMMEND APPROVAL with concerns about signage

#### **Application withdrawn**

P18/S1852/LB (Listed Building): Conversion of rear half garage to studio/workshop, replacing one window with french doors and installation of one new window. No changes to listed building proposed. 92 The Street, Crowmarsh Gifford, OX10 8EJ. This application has been withdrawn by the applicant. An entry to this effect has been made in the statutory register and no further action will be taken on the application.

#### **58 The Street**

The single property known as 58 The Street, has now been divided into two properties, with the newly formed property numbered No. 60, The Street, Crowmarsh Gifford, Wallingford, Oxon, OX10 8ES.

#### **Land East of Benson Lane**

No replies to the letters written by the Chair of Planning on the handling of the above Appeal have been received. He was asked to contact John Howell M.P. to ask him to contact the Secretary of State for Housing, Communities and Local Government as to why he had not replied. Councillor Cooper was asked to contact the Leader of South Oxfordshire District Council why she had not replied.



	<ul style="list-style-type: none"> <li>• No posts will be needed for the notice board at Robert Sparrow Gardens as the existing ones are in good condition.</li> <li>• Mr Strange will take delivery of the notice boards and store them in the pavilion.</li> <li>• It was proposed by Cllr Jones and seconded by Cllr Hall that an order be placed for the Greenbarnes noticeboards as detailed above. This was agreed and a vote of thanks was made to Cllr Jones for her hard work on this project.</li> </ul> <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> <li>• Permission has been given for three different sites for a speed indication device to be installed; The Street, Crowmarsh Gifford, A4074 at Portway and Benson Lane. One unit will be moved from one position to another in rotation. The minimum price quoted is £2,400 and the maximum £2,750 (including mounts). Elan City is the preferred supplier and the cheapest quote. After discussion it was proposed by Cllr Hall and seconded by Cllr Hannigan that the Elan City quote be accepted and this was agreed.</li> <li>• The incorrect bus signs in The Street, Crowmarsh have now been amended.</li> <li>• A resident in Benson Lane has suggested that the school should run a competition for the pupils to design a speed awareness sign. Cllr Stevenson will speak to the head teacher about this idea.</li> </ul>	<b>FS</b>
<b>4785</b>	<p><b>UPDATE ON WEBSITE</b> Nothing to report</p>	
<b>4786</b>	<p><b>REPORTS OF REPS ON OUTSIDE BODIES</b></p> <p><u>Grundon Liaison Committee</u></p> <p>Cllr Sherbourne and District Councillor Cooper will attend the meeting of the Grundon Liaison Committee on Monday 10<sup>th</sup> September at 10.30am.</p> <p><u>Disaster Planning</u></p> <p>Cllr Jones attended a meeting about disaster planning. Under GDPR she needs to contact everyone who is mentioned in the emergency planning document. There is now a new format for this.</p>	<b>FJ</b>

	<p><u>River Users' Group</u></p> <p>Cllr Ryall will attend the meetings of the River Users' Group. Cllr Griffin will send the minutes of the last meeting to her and to District Councillor Cooper.</p>	<b>JG</b>
<b>4787</b>	<p><b>REPORT FROM THE DISTRICT COUNCILLOR</b></p> <ul style="list-style-type: none"> <li>• District Councillor Cooper reported that growth deal and sustainability issues in the local plan will be discussed in October.</li> <li>• An update is expected on the route for the Oxford – Cambridge expressway.</li> <li>• District Councillor Cooper is monitoring the major planning applications in Crowmarsh.</li> <li>• Demolition work at the former SODC offices is in progress.</li> <li>• There is no news on a unitary authority for Oxfordshire at present.</li> <li>• Waste collection at the Riverside Park has improved.</li> <li>• There have been problems with algae in the swimming pool and splash park this year. Cllr Cooper will ask the management company about a new cleaning regime for next year.</li> <li>• An incident of fly tipping in Old Reading Road was noted.</li> <li>• District Councillor Cooper will ask for a response to Cllr Hannigan's letter regarding a planning issue.</li> </ul>	
<b>4788</b>	<p><b>CORRESPONDENCE</b></p> <p>The following was noted:</p> <ul style="list-style-type: none"> <li>• Correspondence about dogs on leads at the Recreation Ground. The RoSPA guidance is to have plenty of signs about dog fouling. Although there are signs in the car park, it was suggested that a notice could be posted to the effect that dogs must be kept under control at all times. This matter will be discussed by the Recreation Ground Management Committee.</li> <li>• Cllr Jones reminded the Clerk and Finance Officer of the importance of backing up council files.</li> </ul>	<b>AJ</b>
<b>4789</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>The next Parish Council Meeting will be held at North Stoke Village Hall on Thursday 4th October starting at 7.30pm.</p>	



4790	<b>ANY OTHER BUSINESS</b> <ul style="list-style-type: none"> <li>• It was suggested that a litter bin is needed in The Street, Crowmarsh between Old Reading Road and Meadow Lane. This will be discussed at the October meeting.</li> <li>• A new tree is needed to replace the recently felled ash tree.</li> <li>• The Clerk will ask Mr Cottrell and Coulton Tree Services to quote for pruning the hedge at Home Farm.</li> </ul>	<b>Clerk</b>
	The meeting closed at 9.30 pm.	