



CROWMARSH PARISH COUNCIL

**Minutes of the On-line Parish Council Meeting
Held on Thursday 3rd September 2020,
starting at 7.30pm**

Present:

Prof Andrew Johnson	Mr Stephen Sherbourne
Mr Ken McCrea	Mr Stuart Soames
Mr Julian Park	Mrs Fleur Stevenson
Mr David Rowley	

Attending: Dr Yvonne Peet (Finance Officer) and Mrs Sue Rance (Clerk). District Cllr Sue Cooper attended part of the meeting. One member of the public also attended.

Apologies: Received from Mr John Griffin, Mrs Liz Ryall, Mr David Topliss and District Cllr Andrea Powell.

Declarations of interest: None.

The meeting was quorate.

NO.		ACTION
5066	MINUTES OF MEETING HELD ON 6TH AUGUST 2020 The minutes of the meeting held on 6 th August were approved as a true record.	
5067	MATTERS ARISING FROM PREVIOUS MEETING <u>Item 5054:</u> The plaque for the bench outside The Bell has now been fitted. <u>Item 5054:</u> Footpath to North Stoke Village Green: Cllr Griffin has visited the site and will arrange to meet with Cllr Soames to discuss the necessary work. <u>Item 5056</u> Neighbourhood plan consultation: Cllr Griffin has discussed the question of an open meeting in Crowmarsh and in North Stoke but it has been agreed that this is no longer necessary.	JG/SS

	<p><u>Item 5060</u>: The Clerk has ordered a new plaque for the replacement bench outside Crowmarsh Village Hall.</p> <p><u>Item 5060</u>: Cllr Sherbourne is researching suitable planters and will report back.</p>	SSh
5068	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>District Cllr Cooper reported that the Local Plan is to go through without amendment.</p> <p>Neighbourhood Plan: District Cllr Cooper reported that SODC had responded to the draft plan and an officer from SODC would be happy to come and discuss the points raised with representatives from the Parish Council and the neighbourhood plan group. The referendum cannot be held until May 2021. It was agreed that the Clerk would ask Mr Nick Robins whether he would find this useful. One of the issues was that the site at Newnham Manor should go back into the neighbourhood plan.</p> <p>A decision on the proposed new council offices in Benson Lane will be made in October. Seventy per cent of district council staff are happy to work at home for part of the time so a large office will not be needed. There is alternative accommodation opposite Didcot station or at Abbey House, Abingdon, which is currently occupied by county council staff.</p>	Clerk
5069	<p>PLANNING</p> <p>Decisions by SODC</p> <p><u>P20/S1589/FUL</u> The Springs Golf Club, Wallingford Road, North Stoke OX10 6BE. PLANNING PERMISSION A condition of the permission is that the work on the hotel must be carried out before the lodges are built. Prior to first occupation of the spa/hotel rooms and lodges, details of a pedestrian link from the site connecting to the adjacent footway network along the B4009 are required to be submitted to and agreed by the planning authority.</p> <p>Consultation on applications</p> <p>P20/S2701/HH 24 Howbery Farm, Crowmarsh Gifford. Replacement of conservatory with single storey extension. NO OBJECTIONS</p> <p>P20/S2787/LB 2 Church Cottages, North Stoke OX10 6BH. Replacement roof. NO OBJECTIONS.</p>	

5070

FINANCE

a) Payments made in August

A schedule of payments made since the last meeting was circulated. This included £499.00 for repairs to the toilets in the Pavilion, £100 for biomist sanitizing using Zoono at the playground and £396 on hand sanitisers inside the Pavilion. £564 was paid to Arrow Fencing for the memorial bench and installation outside The Bell, £117 was paid to SODC for registering the planning application for the improvements to the Pavilion and the annual inspection of the playground cost £231.60. Grass cutting in August amounted to £690.00.

The subscription to the Chiltern Society is now due. This would cost £30.

It was proposed by Cllr McCrea and seconded by Cllr Sherbourne that these payments be approved and this was agreed.

b) Accounts for Year to Date

The Finance Officer had circulated a summary of receipts and payments for the period ended 31st August 2020. The total income to date was £107,799.39 including approximately £70,000 CIL money and the first half of the precept plus £1,000 grant money from OCC Cllr Gray.

Expenditure to date was £38,766.72. The current account bank balance was £133,883.92 and there was £102,336.42 held on deposit.

c) Allotments

Cllr Johnson has provided a copy of the tenancy agreement used by the Emery Owen Trust and a copy of the agreement drawn up by Crowmarsh Parish Council in 2008 has also been received. Cllr Sherbourne will discuss these with Cllr Griffin with a view to issuing an agreement to allotment holders next spring.

d) Other Expenditure

Repairs to a gate at the recreation ground will cost £250. This was approved.

SSh/JG

	<p>e) CIL Money</p> <p>Additional CIL money is due to the parish council. It was proposed by Cllr Sherbourne and seconded by Cllr McCrea that this be paid in October and this was agreed. The Clerk will put in a formal request.</p> <p>f) Review of Financial Regulations</p> <p>The financial regulations were last reviewed in April 2019 and had been circulated prior to the meeting. The Finance Officer proposed updating the section on banking arrangements to reflect the introduction of the online banking system and this was agreed. The Clerk will update the document and circulate to all councillors.</p> <p>g) Review of Insurance Policy</p> <p>The Finance Officer reported that the three-year insurance policy has one more year to run. There is a discrepancy on the rebuild cost of the pavilion as the asset list lists this as £500,000 but it is insured for £1 million. This was discussed and it was agreed that the Environment and Recreation Ground Management Committee will try to obtain a more accurate figure before the insurance cover is renewed in September 2021. Cllr Johnson will research this as part of the current work at the pavilion.</p> <p>h) Dog Bins</p> <p>The Finance Officer has tried to obtain alternative quotes for dog bin emptying. Only one company was able to quote for this and their quote was higher than that charged by SODC so it was agreed to continue with the present contractor.</p> <p>i) Salt Bin</p> <p>Mr Strange has requested the provision of an additional salt bin in the Bellamy Way area. After discussion it was agreed that the preferred location for this would be just inside the main gate to the recreation ground and the cost of £250 was agreed. The Clerk will order the bin. Mr Strange has also requested an additional bag of salt. There is no extra charge for this.</p>	<p>Clerk</p> <p>Clerk</p> <p>AJ</p> <p>Clerk</p>
5071	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p>Cllr Sherbourne reported that Mr Lee Turner of OCC Highways will make a site visit on Tuesday 15th September to look at the proposed location of the pedestrian crossing outside The Bell.</p>	

	<p>Cllrs Park and Griffin are looking into improvements to the surface of Watery Lane.</p> <p>Cllr Park raised the question of improving road safety in North Stoke. It is hoped that CIL money from The Springs project may help to fund this. It is uncertain whether a pedestrian crossing is to be provided as part of this development or whether only a footpath along this part of the road is planned.</p>	<p>JP/JG</p>
<p>5072</p>	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>Cllr Johnson reported on a successful first biomisting of the play area and outdoor gym using Zoono surface protection. A certificate has been issued. It has been agreed to continue with the regular biomisting at approximately 25 day intervals until the end of the year and this will be reviewed again by the Environment and Recreation Ground committee in October to decide if we should continue into the new year. Cllr Rowley reported that when the Zoono expert next visits on 4th September to undertake the next (2nd) application, he will be bringing an ATP testing machine to carry out a complimentary test of one surface to help show the effectiveness of the Zoono surface protection. Cllr Rowley intends to witness the application and test.</p> <p>The reopening of the playground has been a very popular move.</p> <p>The outdoor foot operated sanitisers have been replaced and the new ones are working well so far. Signs have been posted reminding the public that the hour from 9 to 10am each day is reserved for shielding and vulnerable families. (This could be vulnerable children with a parent or guardian or a shielding or vulnerable adult with children.)</p> <p>There have been some issues with the zip wire, possibly caused by the weight of older users putting strain on the equipment.</p> <p>A representative from Fresh Air Fitness will be visiting the recreation ground with an Eibe representative next week to discuss a few issues with the outdoor gym equipment. Eibe will also be discussing other remaining issues with the playground.</p> <p>Plans are in hand to re-open the pavilion and a risk assessment has been carried out. Hand sanitisers have been ordered for inside the building. All customers will receive a copy of the risk assessment and are being asked to provide their own.</p>	

	<p>The planning application has been submitted for the pavilion improvements. Cllr Park has cut back some overhanging branches on the nature area.</p> <p>There have been some discussions on how to protect the area from travellers moving in. A barrier to prevent tall vehicles from entering would be the optimum solution. Mr Strange will obtain quotes for this.</p> <p>Traffic and Transport</p> <p>The Clerk of Bix and Assendon Parish Council has reported concern about speeding motorcyclists. They propose writing to John Howell and to the Chief Constable of Thames Valley and would like to write a joint letter from a number of parish councils. It was agreed that the Clerk will respond saying that Crowmarsh Parish Council would like to participate and will also contact Benson Parish Council about it.</p>	
5073	<p>UPDATE ON WEBSITE</p> <p>Cllr Stevenson reported that the website is up to date. The notice about 9-10 am being reserved for vulnerable children at the playground has been posted as well as the notice about the electric blanket testing service.</p>	
5074	<p>REPORT OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p>North Stoke Village Hall is expected to re-open in early October and Crowmarsh Gifford Village Hall may also re-open at that time. Cllr Sherbourne requested copies of risk assessments for information from Cllrs Johnson and Soames.</p>	AJ/SS
5075	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Email from Bix and Assendon Parish Council (see above) • Letter from County Cllr Lindsay-Gale about returning to school • Two emails about problems with the outdoor gym – now resolved • Email about testing service for electric blankets • Police and Crime Bulletin • Update from SODC • Update from OALC • Update from NALC • Update from Rural Services Network. 	

5076	<p>DATE OF NEXT MEETING</p> <p>The next meeting will take place on-line on Thursday 1st October 2020, starting at 7.30pm.</p>	
5077	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Cllr Park reported that Crowmarsh News is still online only but it is hoped to return to delivering it in printed form as soon as possible. • Mrs Linda Parker thanked councillors for allowing her to observe the meeting. 	
	<p>The meeting closed at 8.35 pm.</p>	