



CROMMARSH PARISH COUNCIL

**Minutes of the On-line Parish Council Meeting
Held on Thursday 4th June 2020,
starting at 7.30pm**

Present:

Mr John Griffin (Chairman)	Mrs E Ryall
Prof Andrew Johnson	Mr Stephen Sherbourne
Mr Ken McCrea	Mr Stuart Soames
Mr Julian Park	Mrs Fleur Stevenson
Mr David Rowley	

Attending: County Cllr Mark Gray, District Cllr Andrea Powell, Dr Yvonne Peet (Finance Officer) and Mrs Sue Rance (Clerk). One member of the public, Mr James Penney, attended part of the meeting.

Apologies: Received from Mr David Topliss.

Declarations of interest: Cllr Soames declared an interest in planning application P20/S1589/FUL for the Springs Golf Club and took no part in the discussion.

Cllr Ryall declared an interest in planning application P20/SO465/HH for 1 Newnham Farm Cottages and took no part in the discussion.

The meeting was quorate.

NO.		ACTION
5026	MINUTES OF MEETING HELD ON 7TH MAY 2020 Correction to Previous Minutes: Item 5020 should read ' It was agreed to consider a bus shelter on each side of the road near the CABI site'. Subject to this correction, the minutes of the meeting held on 7 th May were approved as a true record.	
5027	MATTERS ARISING FROM PREVIOUS MEETING <u>Item 5013:</u> The replacement bench has now been installed and Mr Strange has offered to fit the plaque when available. The Clerk will contact Feet First about this. <u>Item 5027:</u> The Finance Officer has received the necessary forms and will arrange to close the Unity Trust account.	Clerk RFO

	<p><u>Item 5023</u>: The Clerk had responded to Wallingford Town Council's suggestion for additional waste and dog bins in rural parts of Crowmarsh Parish.</p> <p><u>Item 5023</u>: The notice of casual vacancy, following the resignation of Cllr Grove, has been posted on noticeboards and on the website. If there is no request for an election after fourteen working days, the vacancy may be filled by co-option.</p>	
5028	<p>REPORT OF THE COUNTY COUNCILLOR</p> <p>County Councillor Mark Gray reported that there had been around 200 elderly people in the John Radcliffe who could not be discharged because suitable care needed to be found for them. All have now been suitably relocated which has freed up the beds for Covid-19 patients. The number of Covid related deaths in Oxfordshire has been reported as between 300 and 400.</p> <p>Cllr Gray has been involved in the Active Travel initiative, which includes the promotion of cycling. Funding of £2.5 - £3 million was expected but to date £600,000 has been received. The money will be used to improve the cycle network, including extra grass cutting to keep the routes clear. Some roads in Oxfordshire will be one-way to free up a lane for bikes. If more money is available, then more will be done. Cllr Gray would like to make Old Reading Road more friendly to walkers and cyclists.</p> <p>Cllr Gray reported that around 50% of Oxfordshire primary school pupils have returned to school. The County Council now has the technology to track and trace infections through the public health system.</p> <p>The County Council is going to be short of money for the foreseeable future.</p>	
5029	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>Coronavirus response</p> <p>As communicated recently via the Crowmarsh Covid-19 Facebook Group, the newly established Community Hub at SODC has been extremely active in supporting vulnerable residents over the past couple of months. Activity levels have now started to reduce, and were much lower over the past couple of weeks; there were only 46 calls over the recent Bank Holiday weekend, which very much reflects the way that local groups have established strong support networks for their own communities. The Hub's new opening hours will be 9am to 6pm, Monday to Saturday and closed on Sundays.</p> <p>As you can appreciate, these tasks are new to many of the staff at SODC, and some of the technical systems have had to be redeveloped to cope (e.g. the business rates system is set up to take money in from local businesses, not to send funds the other</p>	

way!). All of these new tasks also had to be absorbed at the same time as Council staff were being moved to home-working, having to deal with their own personal situations (home-schooling, self-isolating etc.) and maintaining existing services such as waste collection. Needless to say, we are certainly very proud of the way SODC staff have stepped up to the challenge and have responded to the new demands being placed on them.

Planning committees

SODC's first virtual planning meeting took place successfully on 28 May. Members of the public were able to watch online via a link on the SODC website, and a recording is available at <https://youtu.be/LMa7H8Lyr7c> if you are curious to see how it went! For future meetings, anyone wishing to take part will need to submit a written statement by email in advance, which will be shared with all the planning committee members. We are aiming to introduce full online public participation in due course, as soon as our IT security issues around public speaking are resolved.

Local Plan

We are on track with the Examination process, and officers have had their first monthly progress meeting with MHCLG, where MHCLG recognised that good progress has been made to date and that preparation for the examination is on track. The report of the meeting on 6 May can be read here

<http://www.southoxon.gov.uk/sites/default/files/MHCLG%20SODC%20May%202020%20monitoring%20meeting.pdf>

Proposed modifications to the emerging Local Plan 2034 are being drafted for submission to the Inspector but it will be up to the Inspector to accept or reject these. It has now been confirmed that the Examination in Public (EIP) will be held virtually during July and August. Some local groups have written to express concerns that this will restrict public participation. Those who made representations on the plan when it was being submitted in early 2019 are eligible to actually participate but other members of the public will be able to watch proceedings online. The organisation of the EIP is not within the control of SODC.

Adapting our roads to accommodate safe cycling and walking

Across the nation authorities are preparing for the easing of the lockdown restrictions and it has become patently clear that our narrow pavements and car-oriented roads are simply unsafe for an increase in bicycle traffic and social distancing. County Councillors have been collating proposals from across their wards to submit for consideration, since OCC is the Highways Authority. Much of the focus so far has been on the more urban areas, including Oxford City, but we would like to see this vision extended to between our villages and between our villages and towns.

Once public transport is being used again, a key priority must be to integrate it with cycling, such as providing a safe cycling route

to Cholsey station from Wallingford (and hence Crowmarsh), plenty of safe cycle storage and buses which can carry bikes for onward use. With all the new houses being built in our area, suggesting that commuters drive to Cholsey or Didcot must be the last option. You can read the Statutory guidance, 'Traffic Management Act 2004: network management in response to COVID-19' here

<https://www.gov.uk/government/publications/reallocating-road-space-in-response-to-covid-19-statutory-guidance-for-local-authorities/traffic-management-act-2004-network-management-in-response-to-covid-19>

We have also recently discovered a website called www.widenmypath.com where you can submit a suggestion for improvements to be made to an existing pavement or cycle path. Apparently it is monitored by OCC, so worth using! (It was agreed to post this information on the parish website.

Support for Local Businesses

The South and Vale Business Support Service has received a huge increase in visits to its website, particularly since it is responsible for administering the business support schemes announced by the Government. From 3rd June they will be processing applications for the new Discretionary grants fund, aiming to support small businesses which were not eligible for the earlier rounds of funding. However, they have warned that the funds available total only 5% of the amount available under previous programmes, so they will not be able to respond positively to all applications. Further information is available at <https://www.svbs.co.uk>

It is also worth noting that the SVBS website has an online database listing all businesses which are open and trading in the area, so it is worth checking this to add your own business or to check who is currently open for business locally.

Car Parking Charges to be re-introduced

With the gradual re-opening of shops and other facilities, car-parking charges will be reintroduced from 8th June in SODC-owned car parks. This will go some way to restore some of the Council's lost income, and will also free up spaces for shoppers, who are still discouraged from using public transport. NHS staff and care workers who display a national COVID-19 pass can continue to park for free. To claim a pass, staff should email carparks.southandvale.uk@sabagroup.com, including proof of their employment.

Celebrating our local Volunteers

Finally, in National Volunteers' Week, we would both like to thank, and pay tribute to, the many individuals in Crowmarsh and North Stoke who have stepped up over the past few months to support their fellow residents and vulnerable people in the community.

The community spirit on show has been remarkable and we hope

	<p>that the sense of community cohesion will continue long after this current pandemic is over. We will be doing our bit to champion community support networks in our future strategic plan (currently in development) so that we can build on the positive energy and enthusiasm that has been shown in so many ways.</p>	
<p>5030</p>	<p>PLANNING</p> <p><u>Springs Golf Club</u></p> <p>Prior to the discussion on planning issues, Mr James Penney gave a presentation on the changes made in the re-submission of this application. The lodges next to the Ridgeway near Hole 10 have been removed and the density has been reduced at Hole 1, an overall reduction of 23%.</p> <p>The hotel building will be kept and the lodges now have flat roofs and are 2 metres lower than previously so they cannot be seen from the road.</p> <p>The application is now more environmentally sensitive, including 195 parkland and ornamental trees and several acres of planting. Rainwater harvesting will be carried out and ground source heat pumps will be used for the lodges.</p> <p>The Chiltern Conservation Road is no longer objecting to the proposals. The cost of the project is £16 million and will create 30 additional full-time jobs and 30 contract cleaning jobs. It is planned to use local businesses for window cleaning and local tradespeople for work at the club house. It is estimated that £600,000 could be spent locally as a result of the project, which would help local businesses.</p> <p>Investors in the Springs are locally authority pension funds which will also be of benefit to UK residents.</p> <p>Oxfordshire Highways has been consulted and are in support of a pedestrian crossing.</p> <p>Decisions by SODC</p> <p>P20/S1524/SCR Land at Newnham Manor, Crowmarsh Gifford Screening opinion request for 100 new residential dwellings including new access road off the A4074, public open space and provision of school land. (Relating to application P16/S3852/FUL). Environmental Impact Assessment not required.</p> <p>P19/S4659/HH 10 Wallingford Road, North Stoke, OX10 6BB. Proposed ground and first-floor side extension and ground floor rear extension. PLANNING PERMISSION</p>	

	<p>P20/S0004/FUL Barracks Farm Wallingford Road North Stoke OX10 6AZ (South Stoke parish). Change of use of farm workshop for B2 use. PLANNING PERMISSION</p> <p>Consultation on applications</p> <p>P20/S1589/FUL The Springs Golf Club, Wallingford Road, North Stoke OX10 6BE</p> <p>Re-submission of application P19/S1536/FUL. The re-organisation of tourism facilities to deliver a refurbished Spa and Reception offer in the former Hotel/Country House building, part-demolition of the more recent former hotel building, a replacement green keeper maintenance building, extension to the existing clubhouse and provision of 33 holiday/hotel lodges at The Springs Golf Club, North Stoke, Wallingford, Oxfordshire, OX10 6BE including demolition of the former Hotel, Staff Accommodation Block, Storage Shed, Committee Building, Stores 1 & 2 and Greenkeepers Shed, Maintenance Building and removal of Caravan. Recommend NO OBJECTION subject to retention of the original hotel building and significant measures to compensate for additional traffic through North Stoke, to include a pedestrian crossing and other traffic calming and one or more speed indication devices.</p> <p>P20/S0465/HH 1 Newnham Farm Cottages, Old Reading Road, Crowmarsh Gifford OX10 8BW</p> <p>Two storey extension to side of existing dwelling. Vehicle and pedestrian access via existing front driveway. Residential development to add new garage, utility, master bedroom and ensuite. Single storey extension to rear for kitchen. Recommend NO STRONG VIEWS – concern about the height, bulk and design of the extension as viewed from the public bridleway.</p> <p>P20/S1878/CHR CALA Homes site, CABI, Nosworthy Way, Mongewell OX10 8DE</p> <p>Extension of operational hours between 06:30 and 19:00 for a period of at least 6 months on the (P15/S3387/FUL - condition 8). No OBJECTION</p> <p>Neighbourhood plan</p> <p>No news.</p>	
5031	<p>FINANCE</p> <p>a) Payments made in May</p> <p>A schedule of payments made since the last meeting was presented. As well as the regular payments for salaries and expenses, this included £1,320 paid to RCOH for two days'</p>	

consultancy on the neighbourhood plan, £300 for the internal audit, £698.72 paid to Xylem Water Solutions for the annual service of the sewage pump and £294.73 paid to Chubb Fire and Security for the fire extinguishers contract. In addition £220.50 was paid to Scofell for nettle spraying, £945.00 for grass cutting in April and £1380 for grass cutting in May.

An invoice had been received from Eibe for £6,291.58 but this included £1,300 retention money so the sum due was £4,991.58. The Finance Officer will try to resolve this.

It was proposed by Cllr Sherbourne and seconded by Cllr McCrea 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 May 2020. The total income was £102,967.97 including approximately £70,000 CIL money. The first half of the precept had been received (£19,000) and a grant of £10,000 had been received from OCC for Covid support. £581.43 had also been received from the feed-in tariff.

Expenditure for the period was £7,261.99. The total bank balance was £262,893.65 including reserves held on deposit.

One allotment holder had not yet paid their rent.

c) Internal Audit Report and Recommendations

No negative comments have been received but there were ten recommendations from the internal auditor. These were discussed and appropriate action will be taken where necessary.

d) Accounting statements and year-end figures for 2019/20

(i) Section 1: Annual Governance Statement 2019/20

The annual governance statement was reviewed and completed. It was proposed by Cllr Ryall and seconded by Cllr Soames that this be approved and this was agreed.

(ii) Section 2: Accounting Statements 2019/20

The accounting statements for the annual return were reviewed. It was proposed by Cllr Soames and seconded by Cllr McCrea that these be approved and this was agreed.

	<p>e) Notification of dates for the period for the exercise of public rights</p> <p>The approved accounts and accounting records (pending external audit review) may be inspected between Monday 29th June and Friday 7th August 2020. The accounts will be posted on the noticeboard and on the website.</p> <p>f) Requests for grants and donations</p> <p>A request for a donation had been received from Marie Curie Emergency Appeal. After discussion it was proposed by Cllr Griffin and seconded by Cllr McCrea that a donation of £200 be made and this was agreed.</p>	RFO
5032	<p>CHAIRMAN'S REPORT</p> <p>The Chairman passed on thanks to all those who were helping during National Volunteers' Week and throughout the year.</p> <p>It was noted that Ms Gaynor Hopkins had tendered her resignation as a Parish Councillor but was currently reconsidering her decision. The Clerk will get in touch with her before the July meeting to find out what her intentions are.</p>	Clerk
5033	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p>The CIL money received will allow the council to proceed with some infrastructure improvements.</p> <p>It is hoped that OCC will fund new two new bus shelters near the CABI site.</p> <p>The crossing at Portway is included in the planning application for development on the Newnham Manor site.</p> <p>It was agreed that Cllr Sherbourne will contact Peter Brett to draw up a design for a pedestrian crossing in The Street, Crowmarsh, near to the Bell pub. When this has been completed Cllr Sherbourne will discuss with OCC Highways. This was agreed.</p>	
5034	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <ul style="list-style-type: none"> • A vote of thanks was made Cllr Rowley for the work he has done with Eibe, in conjunction with OPFA to resolve the snagging issues on the playground project. • A draft design for the improvements at the pavilion has been received from the architect. The committee has met 	

	<p>and reviewed the proposals. The following amendments were made:</p> <ul style="list-style-type: none"> ➤ There would be no extension to the kitchen ➤ The officials' changing, first aid room and changing rooms 1 and 2 would remain as at present ➤ Two new externally accessible public toilets will be built, opening on the north side (one being disabled/baby changing). ➤ Changing room 4 would be converted into a meeting room. ➤ The remaining space on the NE corner could be used as a servery for football teams, for example, to access from outside the building and to support the meeting room. ➤ Cllr Sherbourne requested that the provision of single use prepared food and drinks should be avoided so as not to create additional waste. The plan is for cups and saucers to be used rather than disposable items. ➤ The committee will move to an hourly rate for the next phase of design costs. It was agreed to reply to the architect asking him to proceed on this basis, subject to the agreed overall limit. <ul style="list-style-type: none"> • <u>North Stoke Village Green</u> <p>It was agreed that the footpath leading to North Stoke village green, should be maintained by the parish council as far as the entrance to the recreation ground and that it would be appropriate to pay for this to be done. Cllrs Griffin and Soames will look into this.</p> <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> • The County Council has responded to the Parish Council's request for two bus shelters near the CABI site. Cllr Griffin will arrange a site meeting to discuss this with Mr Ralph Green. It was agreed that a modern style similar to the shelter at Howbery Park would suit the location more than the wooden ones used within the village. The shelter at Portway is yet to be built; a wooden one has now been agreed for this site. 	<p>AJ</p> <p>JG/SS</p> <p>JG</p>
<p>5035</p>	<p>UPDATE ON WEBSITE</p> <p>Cllr Stevenson reported that the website is up to date. The casual vacancy for a parish councillor has been posted as well as all Covid-19 information and Crowmarsh News. There is space for more photos. The Environment/Recreation Ground Committee will email some.</p>	<p>AJ/DR</p>

5036	<p>REPORT OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p><u>Wallingford Bridge Estate Charity</u></p> <p>Cllr Sherbourne confirmed that the land beneath Wallingford Bridge is owned by the charity.</p>	
5037	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • A letter has been received from a North Stoke resident, reporting that numerous members of the public had been pitching tents, having open barbecues and leaving their rubbish on their private land. The resident had taken legal advice and had been told that adequate signage would be needed if they were to avoid liability for injuries to the public. The resident will ensure signs are posted. • A petition had been drawn up by an allotment holder, requesting the provision of a lockable tap at Botany Allotments. Cllr Sherbourne has found a plumber to fit the tap and possibly repair the leak which has been present for some time. It was agreed Cllr Sherbourne will liaise with the petitioner on this. • TTRO Request re. closure of Nuffield Hill on 23rd July from 8.00am to 5.00pm for Openreach work. • NALC Update. • OALC Update • Rural Services Network Update. • Healthwatch Oxfordshire update • Advice on shielding the vulnerable • Information from Thames Water. 	SSh
5038	<p>DATE OF NEXT MEETING</p> <p>The next meeting will take place on-line on Thursday 2nd July 2020, starting at 7.30pm.</p>	
5039	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Cllr Sherbourne reported that three of the seven flower tubs at the Queen's Head roundabout have been stolen. It was agreed not to replace them immediately in case of further theft. When the missing tubs are replaced, Cllr Stevenson would like a replacement for the tub which was outside 99 The Street and offered to take care of it herself. • It was noted that Bloor have bulldozed the trees in Benson Lane to gain access to their site but have not fenced the gap which is a matter for concern. The planning officer has requested Bloor to rectify this. 	

	<ul style="list-style-type: none">• Cllr Ryall reported that bolts and a padlock had recently been removed from a gate at Newnham Farm and their cows had been released from their field in an act of vandalism.	
	The meeting closed at 9.50 pm.	

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