



# CROWMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting  
Held at North Stoke Village Hall on Thursday 4th July 2019,  
starting at 7.30pm**

**Present:**

Mr John Griffin (Chairman)	Mr Stephen Sherbourne
Prof Andrew Johnson	Mr Stuart Soames
Mr David Rowley	Mr David Topliss
Mrs Liz Ryall	

**Attending:** Dr Yvonne Peet (Finance Officer) and Mrs Sue Rance (Clerk). County Councillor Mark Gray and District Councillor Andrea Powell attended part of the meeting. Mr Ken McCrea joined the meeting during the evening. Four members of the public attended part of the meeting.

**Apologies:** Received from Mr Julian Park and Mrs Fleur Stevenson.

**Declarations of interest:** None

The meeting was quorate.

NO.		ACTION
4896	<p><b>ISSUES RAISED BY MEMBERS OF THE PUBLIC</b></p> <p>The following issues were raised by members of the public attending the meeting:</p> <ul style="list-style-type: none"><li>• A member of the public expressed strong concern about the safety of children using toilets in the pavilion.</li><li>• Speeding on A4074. A member of the public requested that the speed bumps in The Street, Crowmarsh should be removed. His vehicle had been damaged by a speed bump recently. County Councillor Gray reported that such damage can be claimed for from Highways. He will also have the speed bumps measured to assess whether they pose a risk. The Parish Council was asked to again request the police to attend with speed traps between roundabout and Benson Lane especially at weekends.</li><li>• Chalkpit at Crowmarsh Hill: A member of the public reported that the landowner of the land at the Old Chalk Pit on Crowmarsh Hill has been cutting down trees and has had the land fenced and the gate to it locked. No recent</li></ul>	<b>MG</b>

	<p>planning permission has been sought. JG will enquire at planning department.</p> <ul style="list-style-type: none"> <li>• A member of the public requested a tap should be installed at the allotments. However this was discussed last meeting and refused due to cost considerations.</li> </ul>	
<b>4897</b>	<p><b>MINUTES OF MEETING HELD ON 6<sup>TH</sup> JUNE</b></p> <p><b>The following corrections were noted:</b></p> <p>Item 4888: 2<sup>nd</sup> para on neighbourhood plan deleted as it is repeated later in this section.</p> <p>Item 4894: the proposed deep cleanse will be carried out by South Oxfordshire District Council, not the County Council. Items needing attention are:</p> <ul style="list-style-type: none"> <li>• Vegetation in Benson Lane is overgrown. The Ridgeway Path between Mongewell and golf course is in a poor state (but this is probably not the responsibility of the District Council).</li> <li>• OCC highways improvement programme is £13.5 million, not £3.5 million as noted in the minutes.</li> </ul> <p>Subject to these corrections, the Minutes of the meeting held on 6<sup>th</sup> June were approved as a true record and signed by the Chairman.</p>	
<b>4898</b>	<p><b>MATTERS ARISING FROM PREVIOUS MINUTES</b></p> <p><u>Item 4885</u>: County Councillor Gray will ask OCC Highways for an update on the Section 106 funding.</p> <p><u>Item 4885</u>: An article about the history of names chosen for the streets at the CABI development will be published in the August issue of Crowmarsh News.</p> <p><u>Item 4885</u>: Grass cutting at Newnham Murren Churchyard has now been carried out.</p> <p><u>Item 4885</u>: The cabling work by Scottish and Southern electricity company has now been completed and the obstruction to the North Stoke recreation ground has been removed.</p> <p><u>Item 4885</u>: As agreed, the Clerk will request the council's solicitor to register the land at North Stoke Village Hall on behalf of the Parish Council, as custodial trustee.</p> <p><u>Item 4892</u>: Thanks were expressed to Mr Duncan Reed who had helped to install the speed indicator device in The Street, Crowmarsh.</p>	<p><b>MG</b></p> <p><b>AJ</b></p> <p><b>Clerk</b></p>

	<p><u>Item 4894</u>: The Chairman has met with Mr Kevin Brophy of Wallingford School and the pruning on the footpath from Benson Lane to the recreation ground will be carried out next week. Mr Brophy would welcome ideas for any future projects for the students to carry out.</p>	
<b>4899</b>	<p><b>REPORT OF THE COUNTY COUNCILLOR</b></p> <ul style="list-style-type: none"> <li>• County Councillor Mark Gray has been in touch with OCC highways in regard to traffic calming on A4074 Ipsden section.</li> <li>• The Stephens Field consultation on parking has been done. Twenty four responses were received to the recent one. Twenty one wanted to continue parking restrictions and three were not in favour. A lot of correspondence on this has been received from residents in Bellamy Way and The Street. Also a lot of problems were reported with football and riverside parking over the following weekend. The County Council wants to do a formal consultation with residents which would cost £2,500. County Councillor Gray will discuss this with OCC Highways.</li> <li>• Cllr Gray will ask for clarification on Geoff Barrell's response to the Parish Council's formal request for a crossing.</li> </ul>	<p><b>MG</b></p> <p><b>MG</b></p>
<b>4900</b>	<p><b>CO-OPTION OF PARISH COUNCILLOR</b></p> <p>Mr Ken McCrea outlined his interest in becoming a parish councillor. After discussion he was unanimously co-opted. He signed his declaration of office and joined the meeting.</p>	
<b>4901</b>	<p><b>REPORT OF THE DISTRICT COUNCILLOR</b></p> <p><u>Local Plan Update</u></p> <p>The Local Plan continues to dominate discussion at the Council, and several meetings have been held with Officers to discuss the way in which the emerging plan has evolved and the data upon which it was based. Officers have produced a briefing paper containing four possible options, which are explained in full along with the benefits, drawbacks and risks of each; this report was submitted to the Scrutiny committee, and was published on the council's website on 18 June.</p> <ul style="list-style-type: none"> <li>• Option one – make no changes to the plan and allow it to continue to be examined by the government's independent inspectors.</li> <li>• Option two – allow the plan to continue to be examined by the government's inspectors but recommend a series of main modifications that will be considered by the inspectors.</li> </ul>	

- Option three – withdraw the plan, revise it, and then resubmit the revised plan following an additional public consultation.
- Option four - withdraw the plan and start the whole plan-making process from the beginning.

Council officers have recommended councillors choose Option One. Scrutiny Committee in June adjourned and requested more time to receive and consider additional information at their subsequent meeting on 2<sup>nd</sup> July. Cabinet is meeting on Monday 8<sup>th</sup> July and again on Wednesday 10<sup>th</sup> July to consider all available information received to date, any outputs from Scrutiny plus further input from Oxfordshire County Council. This intensive information-gathering period is designed to ensure that any decision taken by Full Council on 18<sup>th</sup> July is properly researched and that the implications of any decision are clearly understood.

#### Recycling - BIFFA

Councillors may have seen stories in recent weeks about our waste contractor, Biffa, being fined for illegally exporting waste products to China back in 2015. This has obviously led to questions about how SODC waste is recycled and processed, and the Environment Team has issued the following statement, which may be of interest.

“To find out full details of the destinations of waste collected in our districts please visit [www.wastedataflow.org.uk](http://www.wastedataflow.org.uk). Anybody can register for public access and run reports on the waste and recycling figures reported by all the local authorities in the UK. Under the current contract we have with Biffa, they are responsible for collecting, sorting and delivering materials to a reprocessing facility and for the sale of all material.

Presently, around 90% by weight of the waste plastics Biffa trades from their sorting and transfer facilities is sent to companies within the UK, including for reprocessing into secondary raw materials. Around 10% (mainly comprising LDPE film like bread bags) is exported, predominantly to reprocessors within the EU.

Lower grade (“C” grade) film like plastic carrier bags, which makes up about 2-3% by weight, is currently considered to be at greatest risk of not being properly recycled if exported and therefore is not currently exported but is sent to energy recovery in the UK.

The commodities market changes daily, we have and will continue to work with Biffa to ensure that any recyclable plastics that cannot be reprocessed in this country are only exported through well-established, trusted and Environment Agency accredited brokers.

We are working on updating our website to provide more information to residents on where our recycling goes and to

	<p>inform residents how they can help by reducing the amount of single-use plastics they use.”</p> <p><u>Anti-idling Campaign</u> SODC has launched a new anti-idling campaign, called Turn it off, to help improve air quality in our district. The campaign aims to educate residents about unnecessary air pollution caused by leaving car engines idling - our message is that if you've stopped for a minute or more, then turn off your engine for cleaner air - especially in built up areas.</p> <p><u>Volunteering Grants – apply by 9th August</u> Local community groups have benefitted from an extra 5,000 hours of voluntary work thanks to South Oxfordshire District Council's new volunteering grants. To date, more than £14,000 has been distributed to local charities and organisations by the council as part of its pilot volunteering grant scheme, which has already helped create five new football teams, provide extra athletics coaching and a new archery judge. The pilot volunteering grant is open to small voluntary and community and social enterprise sector organisations operating in South Oxfordshire with a revenue turnover of less than £100,000 per year. One of the most recent recipients are Wallingford Street Pastors, who were given £600 to extend their service in Wallingford from one to two nights every weekend with extra cash to recruit and train volunteers. Small voluntary groups can apply for a volunteering grant of between £250 and £750 to help cover costs, for example, training as a sports coach or additional insurance needed to be a volunteer driver. The deadline for applications is midday on Friday 9 August 2019. To find out more about the grant, eligibility and how to apply see <a href="http://www.southoxon.gov.uk/volunteering">www.southoxon.gov.uk/volunteering</a>.</p>	
4902	<p><b>PLANNING</b></p> <p>P19/S1800/DIS Discharge of conditions on <a href="#">P19/S0067/FUL</a> 3 - Materials as on plan, 5 - Landscaping Scheme (trees and shrubs only), 6 - Tree Protection (General) of application P19/S0067/FUL. Proposed erection of a single storey building for sample storage to reasonably extend and support the specific activities which take place on site and enhance the existing use. Institute Of Hydrology, Maclean Building Benson Lane Crowmarsh Gifford OX10 8BB. (Not subject to consultation)</p> <p>P18/S4138/RM Reserved matters application for the erection of 150 dwellings to include appearance, landscaping, layout and scale (all matters reserved except access) pursuant to outline permission P16/S3608/O, appeal reference APP/Q3115/W/17/3186858. (As amended by plans received 19</p>	

	<p>June 2019). Benson Lane Wallingford OX10 8ED.</p> <p>Comments previously:</p> <p>P18/S4138/RM (Reserved Matters): Reserved matters application for the erection of 150 dwellings to include appearance, landscaping, layout and scale (all matters reserved except access) pursuant to outline permission P16/S3608/O, appeal reference APP/Q3115/W/17/3186858. Land off Benson Lane, Crowmarsh Gifford, OX10 8ED: The Council has NO OBJECTIONS to this application, but wish the following comments to be taken into account.</p> <p>The layout of the site is not suited to integration and permeability with the whole village and could be seen to encourage the use of motor vehicles: Benson Lane is already congested at peak hours and has sub-standard junctions at each end, and speeding is also a problem here.</p> <p>The sustainable drainage system could cause flooding offsite, affecting the existing homes in Benson Lane and The Street.</p>	
<p><b>4903</b></p>	<p><b>FINANCE</b></p> <p>a) <u>Payments made in June</u></p> <p>A schedule of payments made since the last meeting was presented and the following points were noted:</p> <ul style="list-style-type: none"> <li>• The water trough at the allotments is leaking and needs a new ball valve assembly.</li> <li>• Another speed indicator device has been ordered at a cost of £2176. Cllr Gray has offered to reimburse £1,000 of this from his councillor's fund.</li> <li>• £200 was paid for the uncontested Parish Council elections at Crowmarsh and North Stoke.</li> <li>• The cycle stands for the playground cost £303.65.</li> </ul> <p>It was proposed by Cllr Sherbourne and seconded by Cllr Johnson that these payments be approved and this was agreed.</p> <p>b) <u>Consider accounts for year to date.</u></p> <p>The accounts for the first quarter were presented. £33,000 has now been received from SODC and £12,000 from WREN. All grant money has now been received but there are still some payments to be made for the playground. The Parish Council has contributed £33,500.</p> <p>c) <u>Requests for grants and donations</u></p> <p>It was proposed by Cllr Sherbourne and seconded by Cllr Topliss that £250 be donated to Oxon Association for Blind and this was agreed.</p>	

	<p>d) <u>Any Other Matters</u></p> <ul style="list-style-type: none"> <li>• The internal audit of the accounts is now complete. It has been recommended that independent bank reconciliation be carried out every three months by an independent person.</li> <li>• The Finance Officer and Clerk should have contracts of employment. RFO will speak to OALC about this.</li> <li>• Accounts have been posted on noticeboards and on website.</li> <li>• All files to go to external auditor by 15<sup>th</sup> July.</li> <li>• The RFO has negotiated a fixed price contract with British Gas to include a boiler service.</li> <li>• Cllr Soames is now registered for internet banking.</li> <li>• A letter from the Pensions Regulator has been received and noted.</li> </ul>	<b>RFO</b>
<b>4904</b>	<p><b>CHAIRMAN'S REPORT</b></p> <p><u>Vacancies for Parish Councillors</u></p> <p>There are now ten councillors. It would be good to have someone from Mongewell or North Stoke.</p> <ul style="list-style-type: none"> <li>• Roles and responsibilities to be discussed in September, including planning. A list of committees and representatives on outside bodies will be circulated in August.</li> </ul>	<b>Clerk</b>
<b>4905</b>	<p><b>REPORTS OF COMMITTEES</b></p> <p><u>Environment and Recreation Ground</u></p> <ul style="list-style-type: none"> <li>• The minutes of the 20<sup>th</sup> June were noted. Cllr Johnson has written final reports for the grant providers, WREN and SODC. Improvements to the play area have been put in hand; cycle racks to be installed in July and platform for zip wire at start of September. At the pavilion a new fuseboard is to be fitted and the shutter repaired.</li> <li>• When Chris is on leave arrangements are in hand to appoint a local person to stand in. To be paid £10 per day or £20 if Health and Safety inspection included. This person could also help with nature area. Possible candidates are being identified.</li> <li>• It was suggested that photos of the opening ceremony for the playground could be framed and displayed at the pavilion. Good comments on the playground have been</li> </ul>	

posted on Facebook. DR and AJ have been asked to give advice to Wallingford Town Council who are building a new playground at the Bullcroft.

- Councillors Rowley and Johnson have looked at the nature area with two Environment Agency Biodiversity officers to discuss improvement and management. A report has been received and the following advice was noted:
  - There are a lot of wild flowers and butterflies. The grass in wild flower areas should not be cut until later in the season to allow for seed setting and to avoid disturbing the life-cycle of certain caterpillars.
  - Trees should be regularly checked.
  - Consideration should be given to introducing a variety of ponds and possibly a pond-dipping platform.
  - Information boards could be installed to illustrate wildlife species on the site.
  - Some areas could be set up for forest schools. The Earth Trust could advise on this.
  - Restrict access to the river so as to retain undisturbed stretches of bank for wildlife including otter.

#### Toilets at Recreation Ground:

As noted above, a member of the public had expressed strong concern about the safety of children using toilets in the pavilion. The Parish Council had opened the toilets to users of the playground for their convenience, anticipating that young children would be well supervised, but recognizes that the risk of unsupervised use needed to be assessed. Hirers who had paid to use the pavilion or sports fields could also expect to have exclusive use of the associated facilities.

After discussion it was proposed that the toilets at the pavilion should not be made available to the public. They are for the exclusive use of hirers. This was carried with one abstention.

Further advice from responsible bodies on safeguarding and authorities with similar facilities would be sought. In addition, a survey of the wishes of local residents would be carried out to help chart the best way forward.



	<p><u>Traffic and Transport</u></p> <p><b>Report from the Parish Transport Rep</b></p> <p><u>Local Transport and Connectivity Plan - LTP5</u></p> <p>Oxfordshire's 5<sup>th</sup> LTP will include air quality and focus on decreasing car usage and is looking as far ahead as 2050. The consultation will open in the Autumn and the questions (printed) are just a framework to help us to find out what people think.</p> <p>Link to current strategy  <a href="https://www.oxfordshire.gov.uk/residents/roads-and-transport/connecting-oxfordshire?utm_term=nil&amp;utm_content=">https://www.oxfordshire.gov.uk/residents/roads-and-transport/connecting-oxfordshire?utm_term=nil&amp;utm_content=</a></p> <p><u>Oxford-Cambridge Links</u></p> <p>East-West Rail is happening in stages (1st step to Bicester is in operation and already very successful), there are problems with the route around Bedford (and beyond – consultation in the Cambridge area about the route as it will need a new line).</p> <p>Expressway - Business case has yet to be proven.</p> <p><u>Buses</u></p> <p>Project to prevent people fraudulently using other people's concessionary card. Apparently this is a growing problem.</p> <p>New (unspecified) services will be supported in 2020 using S.106 money.</p> <p><u>Community Transport</u></p> <p>Clarification is being sought about a change to licensing rules, so that only buses operating within a 10 mile radius or on a shorter route than 10 miles can have drivers without whatever special licence minibus drivers usually need.</p> <p><b>Other Traffic and Transport Matters</b></p> <p>An additional SID has been ordered. It was agreed to employ Duncan Reed to assist with fitting at a cost of around £100. The SID at the A4074 will activate at 26mph, with a smiley face instead of 'thank you' as the latter uses more energy.</p> <p>Jewsons: email received from Peter Wood about traffic congestion. A meeting will be arranged with Jewsons.</p>	<p><b>SS</b></p>
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	<p>Jethro Tull Gardens: a resident has complained about parking on the green as this could damage the new tree.</p> <p>Cllr Soames reported that visibility at the bus stop in North Stoke is very poor due to overgrown vegetation. He will try to find a contractor to do the necessary work.</p>	
<b>4906</b>	<p><b>REPORTS OF REPS ON OUTSIDE BODIES</b></p> <p><u>RUG3</u></p> <ul style="list-style-type: none"> <li>• Cllr Ryall reported that a boat had capsized at Sandford Lock</li> <li>• Concern has been expressed about gravel extraction for the proposed marina at Wallingford</li> <li>• Trees are to be cut back where they are encroaching on the river.</li> <li>• Concern was expressed about the safety of people jumping off Wallingford Bridge.</li> </ul>	
<b>4907</b>	<p><b>CORRESPONDENCE</b></p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> <li>• Letter from Chris Allum of Cholsey United FC in response to complaints about parking.</li> </ul>	
<b>4908</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting will be held at Crowmarsh Gifford Village Hall on Thursday 8<sup>th</sup> August, starting at 7.30pm. County Councillor Gray tendered his apologies for this meeting..</p>	
<b>4909</b>	<p><b>ANY OTHER BUSINESS</b></p> <ul style="list-style-type: none"> <li>• Cllr Ryall reported on increased incidents of shed burglaries.</li> <li>• AJ proposed that a resolution should be passed to finish meetings no later than 10pm or preferably 9.30pm. Ideas for achieving this would be welcomed; please bring to the August meeting.</li> </ul>	<b>Clerk Agenda</b>
	The meeting closed at 10.15 pm.	