



# CROMMARSH PARISH COUNCIL

**Minutes of the Annual Parish Council Meeting  
Held at North Stoke Village Hall on Thursday 5<sup>th</sup> May, 2022  
starting at 7.30pm**

**Present:**

Mr John Griffin (Chairman)	Mr Stephen Sherbourne
Prof Andrew Johnson	Mr Stuart Soames
Mr Julian Park	Mrs Fleur Stevenson
Mr David Rowley	Ms Julia Streete
Mrs Liz Ryall	

**Attending:** Dr Yvonne Peet, Finance Officer and District Councillor Andrea Powell.  
Two members of the public attended the meeting.

**Apologies:** Received from Mr Jay Anderson, Mr David Topliss, County Councillor Felix Bloomfield and Mrs Sue Rance, Clerk.

**Declarations of interest:** None.

The meeting was quorate.

NO.		ACTION
5302	<b>ELECTION OF CHAIR AND VICE-CHAIR</b>  Cllr Griffin was unanimously elected as Chair and Cllr Sherbourne was unanimously elected as Vice-Chair for 2022-2023.	
5303	<b>ELECTION OF COMMITTEE MEMBERS</b>  Current members of the Environment and Recreation Ground Committee were unanimously re-elected (Cllrs Johnson, Park, Rowley and Streete). Mrs Linda Parker was re-appointed as a co-opted member.  Cllrs Sherbourne, Ryall and Streete were elected to the Traffic and Transport Committee.	
5304	<b>MINUTES OF MEETING HELD ON 7<sup>TH</sup> APRIL 2022</b>  The Minutes of the previous meeting were approved as a true record and signed by the Chairman.	

5305	<p><b>MATTERS ARISING FROM PREVIOUS MINUTES</b></p> <p><u>Item 5291</u>: Grass cutting arrangements are now in place for the current season but Newnham Murren churchyard has not yet been cut. Cllr Griffin has asked Cottrells to do this as soon as possible.</p> <p><u>Item 5291</u>: Litter picking will be discussed at a later date.</p> <p><u>Item 5293</u>: Advice is awaited from SODC on the question of adopting the open space at the Newnham Manor development.</p> <p><u>Item 5293: Fence at Mongewell</u>: Cllr Griffin has contacted SODC planning enforcement about this.</p> <p><u>Item 5295: The Bell</u>: The Clerk has contacted Greene King about their plans to refurbish and re-open The Bell and a reply is awaited.</p> <p><u>Item 5297</u>: A replacement flagpole is being erected at the Pavilion.</p> <p><u>Item 5301</u>: Geraniums are on order for the flower tubs at the Queen's Head roundabout and in The Street.</p> <p><u>Item 5301</u>: The gate at the end of Old Reading Road still needs replacing. The Clerk has contacted County Councillor Felix Bloomfield. The gate and adjacent fence were originally erected in the 1980s when the road was closed and the land is believed to be owned by OCC Highways.</p>	<p><b>SSh</b></p> <p><b>SC/AP</b></p>
5306	<p><b>REPORT OF THE COUNTY COUNCILLOR</b></p> <p>County Councillor Felix Bloomfield noted that the marking of double yellow lines in Stephens Field is now underway.</p> <p>A donation of £1,000 had been made to Crowmarsh School from the County Councillor's fund, towards their Forest School project.</p> <p>Highway matters are a strong public priority.</p>	
5307	<p><b>REPORT OF THE DISTRICT COUNCILLORS</b></p> <p>The District Councillors' report had been circulated.</p> <p>There is still no news on the former SODC office site.</p> <p>550 Ukrainian refugees are now living in the district in more than 200 households.</p>	

	The council has a policy of no-mow May.	
<b>5308</b>	<p><b>PLANNING</b></p> <p><b>Decisions by SODC</b></p> <p>P22/S0925/LB Brook House The Street North Stoke OX10 6BL Conversion of 19th century plant room into bootroom, including creation of new doorway and new window. Listed Building Consent</p> <p><a href="#">P22/S0866/HH</a> Brook House The Street North Stoke OX10 6BL Conversion of 19th century plant room into bootroom, including creation of new doorway and new window. Planning Permission</p> <p><a href="#">P22/S0688/LB</a> 79 The Street Crowmarsh Gifford OX10 8EF (The Bell) New entrance archway, single storey rear extension, internal alterations &amp; external redecorations. Listed Building Consent</p> <p><a href="#">P22/S0687/FUL</a> 79 The Street Crowmarsh Gifford OX10 8EF (The Bell) New entrance archway/new path, single storey rear extension, extended smoking shelter, new jumbrella, internal alterations &amp; external redecorations. Planning Permission</p> <p><a href="#">P22/S0506/HH</a> 20 Park View Crowmarsh Gifford OX10 8BL Proposed single and two storey rear extension. Planning Permission</p> <p><a href="#">P22/S0283/A</a> Wallingford Reach (via construction access off A4074) Benson Lane Crowmarsh Gifford OX10 8ED Proposed signage. Consent to display advertisement</p> <p><b>Consultations</b></p> <p><a href="#">P22/S1461/HH</a> Whitebanks, Crowmarsh Hill, Crowmarsh Gifford OX10 8BG</p> <p>New detached garage. Main house: ground, first and second floor rear extension, ground, first and second floor side extension. New second floor flat roof extension to main house. New stone cladding and new full height glazing to main house.</p> <p>This adds a second storey and changes the appearance of the house completely, but there is no design statement attached to justify it. The new garage is a substantial 2-storey building in its own right close to the road. The Planning Officer is considering whether this application should be considered as a replacement dwelling because it is so different in design and much larger than the existing house.</p> <p>In view of the size of the proposed extension and the lack of information, such as a design statement to justify the substantially changed appearance, it was agreed that we should ask district councillors to consider calling it in to committee for decision if it is</p>	

	recommended for approval.	
<b>5309</b>	<p><b>FINANCE</b></p> <p>a) <u>April 2022 monthly figures</u> showed money out as £4,800 and money in as £118,185. This included half of the annual precept (£22,233.50), Q4 VAT refund (£1,167.68) and a CIL payment of £93,442.91. The end of year 2021/22 figures were reviewed.</p> <p>b) <u>The internal audit report 2021-22</u> was reviewed. The auditor had confirmed that there were no negative comments to any of the internal control objectives. The year end internal audit observations were discussed and actioned where necessary.</p> <p>c) <u>Section 1: Annual Governance Statement 2021/22</u> The annual governance statement was reviewed and completed. It was proposed by Cllr Sherbourne and seconded by Cllr Johnson that this be approved and this was agreed.</p> <p>d) <u>Section 2: Accounting Statements 2021/22</u> The accounting statements for the annual return (certified by the RFO) were considered. It was proposed by Cllr Sherbourne and seconded by Cllr Soames that these be approved and this was agreed.</p> <p>e) The RFO announced that the Notice of Public Rights and Publication of Unaudited Annual Governance &amp; Accountability Return period will commence on Monday 6<sup>th</sup> June and end on Friday 15<sup>th</sup> July.</p> <p>f) A grant request was received from North Stoke PCC for grass cutting at N Stoke church and pound. After discussion, it was proposed by Cllr Ryall and seconded by Cllr Sherbourne that £660 would be awarded under the powers of Local Government Act. After discussion, it was proposed by Cllr Park and seconded by Cllr Ryall that a figure of up to £100 would be awarded under the powers of Local Government Act towards the Mongewell Jubilee party on receipt of invoices.</p> <p>g) The Finance Officer reported on payments to be made on 6<sup>th</sup> May. In addition to the regular salary payments, these included 300 jubilee mugs £1,062, refuse collection £110.83, monthly dog bin emptying £166.39, repairs to the smoke and fire alarm £180.00 and fitting the new flagpole £114.00. It was proposed by Cllr Griffin and seconded by Cllr Sherbourne that these payments be approved and this</p>	

	<p>was agreed.</p> <p>h) The RFO reported that all allotment invoices had been paid.</p> <p>i) the PC registered a vote of thanks to the RFO for her work on completing the audit.</p>	
<b>5310</b>	<p><b>CHAIRMAN'S REPORT</b></p> <p>The Annual Parish Meeting will be held at the Pavilion on Thursday 26<sup>th</sup> May, starting at 7.00pm. Thames Water will attend. Local police, plus SODC and OCC councillors have been invited. Cllr Griffin will do some more publicity. The Clerk will formally invite Thames Water with details of the agenda.</p>	<b>Clerk</b>
<b>5311</b>	<p><b>REVIEW OF STRATEGIC PRIORITIES</b></p> <p>It was noted that the first tranche of CIL money has to be spent by 2024.</p> <p>Priorities were confirmed as follows:</p> <p>Pavilion improvements  Pedestrian crossings  Improvements to the surface of Watery Lane  Tree planting  North Stoke Recreation Ground was added to the list.</p>	
<b>5311</b>	<p><b>REPORTS OF COMMITTEES</b></p> <p><b>Environment and Recreation Ground</b></p> <p><u>Improvements to Pavilion</u></p> <p>The grant acceptance paperwork had been signed for the SODC grant of £73,016. The updated SODC grant terms and conditions were signed by Cllrs Griffin and Johnson.</p> <p>An application for an additional grant from FCC has been submitted and the Parish Council agreed to provide third party funding of £7,228.16 if the grant is awarded.</p> <p>An asbestos test will have to be carried out at the pavilion before building work starts. This was approved, subject to the cost being reasonable. This will be agreed by email.</p> <p>A draft contract has been sent to the contractor SCM for the main contract works. Some items are pending the results of the FCC grant application.</p>	

### North Stoke Recreation Ground

Several councillors visited the recreation ground prior to the meeting and it was agreed that action is required to maintain this facility.

There is a need to consult local residents about its future use but the decision is the council's. Cllr Stevenson will provide a Survey Monkey link for members of the public to complete and Cllr Street will draw up an initial set of questions. Cllr Ryall suggested hand-delivering to addresses in North Stoke and Mongewell.

Cllr Stevenson will make enquiries about rabbit control on the field. Cllr Soames reported that we are required by government legislation to control rabbits and the Springs have a contractor to control rabbits on their land.

### Big Jubilee Lunch – Sunday 5<sup>th</sup> June at the Village Hall

It has been decided not to apply for a temporary road closure for Benson Lane as the event is to be held on the village hall premises and not in the street. Cllr Rowley and Mr John Grosse have requested up to £300 to improve road safety at the event. This was agreed, subject to OCC and the police having no objections. It was confirmed that OCC are happy with what is proposed.

Three hundred Jubilee mugs have been purchased for primary and pre-school children in the parish.

### **Traffic and Transport**

An application for the introduction of 20 mph zones to be implemented in residential streets has been submitted to OCC. The parish council has been asked to gauge public support for this. Cllr Griffin will submit a short article to Crowmarsh News with the opportunity for people to comment.

Mr Bedeman, a member of the public living in Winterbrook, noted a particular interest in pedestrian road and transport safety. He highlighted the importance of 'living streets' ([www.livingstreets.org.uk](http://www.livingstreets.org.uk)) and he is starting to do work on it in Wallingford. Contact information was exchanged with District Councillor Andrea Powell and with Cllr Sherbourne.

Noise from motorcycles continues. A speed and noise survey will be required in order to take the matter further. Three requests for speed surveys on the A4074 at Portway have been made to OCC Highways but no response has been received. It is planned to

**JG**

	write again to John Howell, MP and to Matthew Barber, the police and crime commissioner. This was referred to the Traffic and Transport Committee.	<b>Traffic/ Transport</b>
<b>5312</b>	<b>UPDATE ON WEBSITE</b>  Cllr Stevenson has been updating the website but suggested it would be useful if others have the Wordpress logins so that they can also help with changes.	<b>FS</b>
<b>5313</b>	<b>CORRESPONDENCE</b>  The following correspondence was noted: <ul style="list-style-type: none"> <li>• Police and Crime Bulletin April 2022</li> <li>• Safeguarding Update from OCC (Barry Holland)</li> <li>• Update from Thames and Chilterns in Bloom</li> <li>• SODC updates</li> <li>• Rural Services Network update</li> <li>• Health Watch Oxfordshire Briefing</li> <li>• OALC updates</li> <li>• Notices of temporary road closures for Jubilee celebrations</li> <li>• Active Places Update April 2022 from Sport England.</li> <li>• Update from Nikki Hamilton about fire training at RAF Benson</li> </ul>	
<b>5314</b>	<b>DATE OF NEXT MEETING</b>  The next meeting will be held on 9 <sup>th</sup> June 2022 at Crowmarsh Gifford Village Hall, starting at 7.30pm.	
<b>5315</b>	<b>ANY OTHER BUSINESS</b> <ul style="list-style-type: none"> <li>• Thames Water sewerage work at Newnham Murren will be completed by October 2022.</li> <li>• Need to ensure that Chris Strange is being re-imbursed for additional mowing. Cllr Johnson will take this up with him and agree a formula based on his hourly rate and the number of cuts.</li> </ul>	<b>AJ</b>
	The meeting closed at 21.30.	