



CROWMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crowmarsh Gifford Village Hall on Thursday 5th September 2024
starting at 7.30pm**

Present:

Mr John Griffin (Chair)	Mr Stephen Sherbourne (Chair)
Ms Anna Best	Ms Julia Streete
Prof Andrew Johnson	Mr David Topliss
Mr Julian Park	

Attending: Dr Yvonne Peet and Mrs Sue Rance. District Cllr Sue Cooper attended part of the meeting. Six members of the public attended part of the meeting.

Apologies: Received from District Cllr Andrea Powell, Mrs Fleur Stevenson and Mr David Rowley.

Declarations of interest: P24/S2556/LB 55A The Street: Cllr Sherbourne declared an interest in this application and took no part in the discussion.

P24/S2594/LB 92 The Street: Cllr Griffin declared an interest in this application and took no part in the discussion.

The meeting was quorate.

A member of the public raised the issue of excessive filming at the former Carmel College site. A planning application, which is partly retrospective, has been submitted for a total of 28 days between August and December. Very large vehicles have been using Constitution Hill sometimes as late as 10pm close to houses and there has also been the use of bright lights and artificial smoke. Electric cables laid across the Ridgeway have been a hazard for cyclists. The local infrastructure is insufficient to support this level of activity and wildlife has been affected by the disruption. No monetary compensation has been received for the community. It was suggested that this should be followed up.

A member of the public asked when the excess vegetation at the entrance to the French Gardens development and on Footpath 2 would be cut back. The parish council has been told this has been scheduled to be done between September and February by the county council. A meeting with the Highways Engagement Team has been arranged for Thursday 26th September to discuss a number of issues, including this one.

5645	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>The District Councillors' report had been circulated and was noted. The following topics were reported on:</p> <ul style="list-style-type: none"> • A special meeting of the District Council is being held on 19th September to approve the Regulation 19 publication version of the new Joint Local Plan. • Active Travel Update. • Oxfordshire Online Cycling Map • Wallingford Local Cycling and Walking Infrastructure Plan • District Councillor Grant Scheme: new scheme now open. • Revenue Grant Scheme • Climate Action and Nature and Climate Action Plan. 	
5646	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p><u>Update on Interpretation Boards</u></p> <p>Due to cost considerations, Cllr Park recommended opting for A1 size boards rather than A0 size. This would be £7,900 for five boards, to include high UV protection, design and delivery. This would be funded from CIL money. Locations for four of the five boards have been agreed but Rev Kev will have to consult with others before a decision is made about the board to be located at Newnham Manor churchyard. After discussion it was proposed by Cllr Johnson and seconded by Cllr Sherbourne that the purchase of five boards should go ahead. Cllrs Park, Streete and Sherbourne will proceed with a draft design. Mrs Edwina Johnson may be able to assist.</p> <p><u>New Trees at Recreation Ground</u></p> <p>Cllr Park reported that most of the trees planted are growing well. Around 125 may need replacing. The possibility of applying for grant funding from the District Councillors' grant scheme will be considered.</p> <p>Cllr Griffin has contacted the Earth Trust about replacing the dead trees at the riverside and a reply is awaited.</p>	JP/JS/SSh

	<p><u>Update on Highways Engagement Meeting to be held on Thursday 26th September at 10.00am.</u></p> <p>Arrangements for this meeting will be discussed separately. There are several residents who may be interested in attending including some from the CABI development and some from North Stoke. They will be notified when the meeting points and timings have been agreed.</p>	Clerk
5647	<p>PLANNING</p> <p>Decisions by SODC</p> <p>P24/S2250/HH The Old Walled Garden, Mongewell Park, Mongewell OX10 8DA. Proposed ground floor rear extension. Planning Permission.</p> <p>P24/S1537/HH 15 Jethro Tull Gardens, Crowmarsh Gifford OX10 8DS. Proposed ground floor rear extension and partial garage conversion. (Amended plans submitted 16 July 2024 showing roof height lowered to 3.0 metres on rear extension). Planning Permission.</p> <p>Decision by OCC</p> <p>MW.0115/21 Land at White Cross Farm, Wallingford. It was noted that the County Council has refused this application for gravel extraction.</p> <p>Consultations</p> <p>P24/S2556/LB 55A The Street, Crowmarsh Gifford OX10 8EA. Replace front door like-for-like with double-glazed windows. As clarified by photographs of original door received on 22 August 2024. Recommend approval.</p> <p>P24/S2594/LB 92 The Street, Crowmarsh Gifford OX10 8EJ. Replacement of timber windows and door with new timber windows and door. Recommend approval.</p> <p>P24/S2404/LB 15 Benson Lane, Crowmarsh Gifford OX10 8ED. Replacement of internal staircase. Subsequently withdrawn.</p> <p>P24/S2752/HH 15 Thames Mead, Crowmarsh Gifford OX10 8EU. Single storey side extension. Possible objection because of concern about the close relationship at roof level with the neighbouring extension at 16 Thames Mead. The submission</p>	

	<p>says “The no part of the proposed hip end roof including the gutter will overhang the boundary with number 16 Thames Mead. Other properties in the area have benefited from similar side extensions.” No strong views.</p> <p>P24/S2658/HH 2 Lane End, Crowmarsh Gifford OX10 8DG. Garage conversion and new bay window. Recommend no objection.</p> <p>P24/S2586/FUL Carmel College, Mongewell OX10 8BU. Temporary permission for filming for up to 14 Days as well as preparation and clean-up of the site between August and December for a total of 28 days. Concern that intensification of use for filming is increasingly unneighbourly. The use for filming has been going on for a long time without permission and this application is partly retrospective but granting it with limitations would allow conditions to be imposed on hours of activity, noise and light pollution and traffic movements. It was agreed that any future permission granted should be subject to limitations.</p> <p>Major developments</p> <p>District councillors hope to report before long on progress with the Newnham Manor application legal agreement.</p> <p>Neighbourhood plan</p> <p>The parish council confirms its resolution (Minute 5522) to revise the Crowmarsh Parish Neighbourhood Plan and has appointed Dr Nicholas Robins to lead the steering group. He has prepared a first draft and is meeting with our SODC case officers. This was proposed by Cllr Griffin, seconded by Cllr Sherbourne and carried unanimously.</p> <p>Other Matters</p> <p>A meeting is to be arranged with T A Fisher about their proposal to build 15 houses at the former Jewson’s site. Councillors were asked to notify Cllr Griffin of possible dates.</p> <p>SODC is offering 15 minute on-line planning drop-in surgeries for town and parish councils. Cllr Griffin has booked to attend on 6th September.</p>	<p>ALL</p> <p>JG</p>
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FINANCE

a) Consider and agree payments since last meeting

The Finance officer had circulated a list of payments to be authorized. In addition to salaries and PAYE these were as follows:

Date	Company	Details	£ inc VAT
04.09.24	Chris Strange	Petrol, glue, sundries	46.71
20.08.24	Sue Rance	Renewal of Microsoft licence	79.99
20.08.24	Sue Rance	Renewal of McAfee virus protection	109.99
30.08.24	Shield	Dog bin emptying	225.42
15.08.24	Ashburton	Grass cutting Newnham church	132.00
12.08.24	Ashburton	Grass cutting N Stoke rec.	108.00
03.09.24	Ashburton	Crowmarsh village	Pending
14.08.24	Moore Limited	External audit fees	756.00
31.07.24	Grundon	Refuse collection	131.44
31.07.24	Scofell	Nature area nettle trim	597.38
06.08.24	Amazon(paid by D Rowley)	Serving tray for pavilion kitchen	64.98
07.08.24	Castle Water	Allotment water July 24	25.60
05.09.24	SSE	Electricity at pavilion	192.04
05.09.24	RoSPA	Annual inspection of playground and recreation ground	273.60

It was proposed by Cllr Sherbourne and seconded by Cllr Topliss that the above payments be approved and this was agreed. Cllrs Streete and Griffin will authorise the payments on-line.

Cllr Johnson has requested training in the on-line system. Cllr Sherbourne will action this.

SSh/AJ

	<p>b) <u>Accounts Status at 31st August 2024</u></p> <p>The financial summary was presented. Expenditure in August was £11,400.19 including the purchase of the new sewage pump. Income was £1,096.50. It was noted that the balance at the bank was £225,299.83. The oldest CIL money, received in 2022/23, was £79,979.83.</p> <p>c) <u>External Audit Report</u></p> <p>The external audit report has been received. No matters of concern have been raised. Congratulations to the Finance Officer.</p> <p>It was noted that, if total income or expenditure exceeds £200,000 a year for three consecutive years, a different accounting system will be required. However, in the current accounting year, neither income nor expenditure will reach £200,000.</p> <p>The notice of conclusion of audit is on the website and will be posted on the noticeboards.</p> <p>A review of pavilion income will be carried out in October.</p> <p>It was noted that the internal auditor will not be continuing with this work after this year so quotes will be sought for a replacement.</p> <p>d) <u>Insurance Policy Renewal</u></p> <p>It was noted that the zip wires are currently not covered in the policy. Additional defibrillators need to be included.</p> <p>Last year's premium was £4,846.14. It was noted that the buildings premium is index-linked. The recommendation for this year is to insure with Hiscocks at a premium of £5,270.74, including the above amendments. This premium could be fixed for three years. It was noted that very few insurance companies will insure parish councils.</p> <p>After discussion it was proposed by Cllr Griffin and seconded by Cllr Sherbourne to accept this premium and to fix it for three years. The Finance Officer reported that the pavilion is not insured for flood damage due to its location in the flood plain. It would be possible to opt for flood flash cover, which would be monitored on site for an additional</p>	<p>RFO</p> <p>RFO Clerk (agenda)</p> <p>RFO</p>
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	<ul style="list-style-type: none"> • <u>Consideration of Gigaclear Agreement</u> A wayleave agreement has been sent by Gigaclear for signing by the parish council. After discussion, it was agreed that Cllr Griffin will sign and return the document and will check whether there is any financial consideration. <p>A Digital Infrastructure Webinar has been scheduled for Monday 14th October 19.00 – 20.00. Cllr Best will attend. Mr Nick Sumner will be invited to attend too.</p>	<p>JG</p> <p>AB</p>
<p>5650</p>	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>Cllr Streete reported as follows:</p> <ul style="list-style-type: none"> • The new sewage pump has been installed and quotes for replacement pipework will be discussed by the committee on 9th September. • The fire alarm has developed a fault. Suggs Security has quoted £1,480 to replace all the sensors. It was proposed by Cllr Streete and seconded by Cllr Griffin that this be accepted and this was agreed. • The scouts were very happy with the Saturday morning servery sessions held during the school holidays and plan to do one session per week after school during term time. • Scofell has carried out nettle strimming, cut and drop at the nature area. • Mr Andrew Nesbitt has begun his employment as Assistant Caretaker and has received a letter confirming his rate of pay and a contract of employment. <p>Footpath to Emery Owen Allotments: A complaint has been received about the state of the footpath from The Street to the allotments. The overgrown vegetation needs to be cleared. Cllr Johnson has spoken to the Chair of the Emery Owen Trust about this.</p> <p>Winter Preparedness: The Clerk has been contacted by the County Council, asking whether the parish council needs additional salt bags this winter. As last winter was mild it is not thought that additional salt will be required. The Clerk will check with Chris Strange.</p> <p>Allotment Land at Cox Lane: It has been reported that waste has been dumped at the allotments. The Environment and Recreation Ground Committee will discuss this.</p>	<p>Clerk</p> <p>Env/Rec</p>

	<p>Footpath from Church to Recreation Ground: Vegetation along this path is very overgrown. It may be possible for Mr Strange and Mr Nesbitt to attend to this matter, which will be discussed at the committee meeting on 9th September.</p> <p>Berrick Salome Initiative to address drainage Issues: Cllr Griffin will contact Berrick Salome parish council to discuss drainage issues raised by them.</p> <p><u>Traffic and Transport</u></p> <p>Cllr Best has researched Autospeed Watch and recommended that the parish council should invest in the system which would enable them to gather the data and monitor speeding. It would be necessary to buy a camera and to obtain OCC permission first. Total cost of the camera and installation would be approximately £1,000 and it could be installed on a lamp post. The camera could be moved to different locations within the parish and Cllr Best and her partner would collate the data. After discussion it was agreed that Cllr Best may continue to research this and the system will be included in discussions with the Highways Engagement Team.</p>	<p>Env/Rec</p> <p>JG</p> <p>AB</p>
5651	<p>REPORTS OF REPS ON OUTSIDE BODIES</p> <p>Following the resignation of Cllr Ryall, it was noted that a new representative will be needed on the River Users' Group (RUG3),</p> <p>Cllr Ryall also updated the emergency plan each year, usually in February, and a councillor is needed to take on this task.</p>	
5652	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Notice of AGM of Citizens' Advice on Tuesday 15th October • Rural Bulletin • SODC updates • Healthwatch Oxon update • Parish Online Newsletter. • Rural Network update • OALC updates • Safeguarding News • NALC updates 	
5653	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 3rd October at North Stoke Village Hall, starting at 7.30pm.</p>	

5654	ANY OTHER BUSINESS <ul style="list-style-type: none">• The hedge at Home Farm will be pruned on the afternoon of 19th September at a cost of £500 including VAT.• Cllr Streete reported on a water leak on the Portway, close Cox's Lane. She has notified Thames Water and Fix My Street.	

The meeting closed at 21.22.