



CROWMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting
Held at Crowmarsh Gifford Village Hall on Thursday 6th February 2025
starting at 7.30pm**

Present:

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

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

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

Declarations of interest: Cllrs Griffin and Park, who are both members of the editorial team, declared an interest (but not a pecuniary or prejudicial interest) in the grant request from Crowmarsh News and took no part in the discussion.

The meeting was quorate.

A member of the public said that cutting back of the vegetation at the entrance to French Gardens should have been done by Bloor to facilitate sight lines. Cllr Griffin will follow this up.

A member of the public said that 20mph roundels are needed on the road in Benson Lane and the pavement needs extending. More information is needed on development plans for the Newnham Manor site, the Jewson site and the former SODC office site.

A member of the public expressed concern about loss of democracy under a unitary authority. It was noted that neighbourhood plans will still carry the same legal weight when unitary authorities are brought in.

A member of the public reported that Footpath 2 is very muddy and is therefore dangerous. It was noted that the parish council is pursuing this with the County Council.

A member of the public reported that speeding is a frequent problem in Benson Lane and this has increased in the last eighteen months. Roadside parking is also a problem.

NO.		ACTION
5692	<p>MINUTES OF MEETING HELD ON 5TH DECEMBER 2024</p> <p>The Minutes of the parish council meeting held on 5th December 2024 were approved as a true record and signed by the Chairman.</p>	
5693	<p>MATTERS ARISING FROM PREVIOUS MINUTES</p> <p><u>Item 5680</u>: The Finance Officer will liaise with Cllr Johnson to resolve the problems he is having with the online payment system.</p> <p><u>Item 5687</u>: Cllr Griffin will contact the Highways Engagement Team about the phasing of the traffic lights on Wallingford Bridge.</p>	<p>RFO/AJ</p> <p>JG</p>
5694	<p>REPORT FROM THE COUNTY COUNCILLOR</p> <p>The County Councilor's report had been circulated. It was noted that £300 had been received from the County Councilor's Priority Fund for the tree planting project.</p> <p>Cllr Bloomfield reported on delays in reaching agreement with developers, leading to the county council holding unspent Section 106 and CIL money.</p> <p>County Council elections will take place in May 2025.</p>	
5695	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>The district councillors' report had been circulated.</p> <ul style="list-style-type: none"> • Proposals for new unitary authorities are being discussed. • A meeting will be held on 13th February to approve the 2025/6 budget, which includes some funding for affordable housing. • The Joint Local Plan has been submitted and will now be inspected. Adoption should take place later in the year. • A performing arts grant scheme has opened for applications. • A new garden waste scheme is being introduced with effect from April 2025. A notice will be put in Crowmarsh News for March. 	

	<ul style="list-style-type: none"> • A planning meeting will be held to discuss the reserved matters for the Newnham Manor development. District Councillor Cooper and Cllr Griffin plan to attend. • District Cllr Cooper reported that the District Councillors' fund for 2025 will be increased to £7,500. 	
5696	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p>Strategic priorities have been discussed and a list of 21 priorities produced. This will be taken forward and progress will be reported on.</p> <p>Cllr Johnson is making enquiries about a village coat of arms to appear on signs at the village entrances. There are currently signs at Wallingford Bridge and on Crowmarsh Hill. Ideally there should also be signs in The Street and at Benson Lane. Cllr Johnson will liaise with Cllr Park and it is hoped to include a coat of arms on the interpretation boards.</p> <p>Cllr Johnson will contact OCC to get an idea of costs.</p>	<p>AJ/JP</p> <p>AJ</p>
5697	<p>PLANNING</p> <p>Decisions by SODC</p> <p>P24/S3572/HH 12 Home Farm, Crowmarsh Gifford OX10 8EL. An air source heat pump located next to the boundary of a neighbour's property. SODC's Environmental Protection team have no adverse comments to make with regards to potential environmental nuisance issues. Planning permission.</p> <p>P24/S3962/HH 34 Howbery Farm, Crowmarsh Gifford OX10 8NR. Proposed demolition of existing conservatory and replacement ground floor rear extension. Planning Permission.</p> <p>P24/S3436/LB and P24/S3435/FUL The Grange, The Street, North Stoke OX10 6BL. Residential conversion self-build of an existing barn with associated access off Pocock Lane, together with parking, landscaping and all enabling works. Planning Permission and Listed Building Consent</p> <p>P24/S3334/HH 18 Wallingford Road, North Stoke OX10 6BB. Two storey side and rear extension. Single rear extension Replacement single garage. Associated landscaping and internal and external works (as amended to reduce size of single storey rear extension). Planning Permission.</p> <p>P24/S3556/DIS Blackburn Farm, Church Lane near Ipsden OX10 6AE. Discharge of conditions 3 (Surface Water Drainage), 4 (Biodiversity Net Gain), and 5 (Construction Traffic Management)</p>	

on application P24/S1565/FUL (Erection of a livestock building with associated feed bins). Details rejected (PC not consulted).

Consultations

[P24/S3852/FUL](#) and [P24/S3835/LB](#) Gates to old Carmel College, Carmel Terrace, Mongewell OX10 8BU. Widening and rebuilding of the external wall and gate piers (retrospective). Recommend refusal – essentially the same proposal was refused in 2023 as the reconstruction does not preserve the architectural interest of the listed gate piers and represents harm to the overall significance of the listed structure that is not outweighed by any public benefit.

[P24/S4053/FUL](#) H R Wallingford Ltd, Howbery Business Park, Benson Lane, Crowmarsh Gifford OX10 8BA. Proposal for a flood resilient garden for public view and educational purposes. Recommend approval because of public benefits.

[P24/S3999/HH](#) 6 Newnham Green, Crowmarsh Gifford OX10 8EW. Demolition of detached garage. Single storey side extension to provide new attached garage. Recommend no objection.

Major developments

A decision on the Newnham Manor application legal agreement is overdue.

Neighbourhood plan

The revised neighbourhood plan has been submitted to SODC and will now be inspected. Three allocated sites are included in the plan, Newnham Manor, Jewson’s former site and the SODC site. This means that new sites are unlikely to be accepted. News from the developer of the Jewson site is awaited.

5698

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:

January payments

Date	Company	Details	£ inc VAT
30.11.2024	Crowmarsh VH	Room hire 7.11.2024	20.00
27.12.2024	Shield Maintenance	Dog bin emptying	225.42

30.11.2024	Grundon	Refuse collection Nov	131.08
09.12.2024	Lawncare	Mower service	194.35

February payments

16.01.2025	SSE Energy	Church lighting	192.04
31.01.2024	Shield Maintenance	Dog bin emptying	225.42
31.12.2024	Grundon	Refuse collection Dec	131.44
30.01.2025	Sport and Play	Play area inspection	138.00
31.01.2025	Lee Webb Plumbing	Boiler service pavilion	175.50
03.02.2025	RefreshPro	Window Clean Pavilion	84.00
28.01.2025	Bowak	Janitorial supplies	77.90

It was proposed by Cllr Sherbourne and seconded by Cllr Streete that the above payments be approved and this was agreed. Cllrs Stevenson and Streete will authorise the payments on-line. The Finance Officer will research the charges made for the church floodlighting.

RFO

b) Consider requests for grants and donations

Crowmarsh News

Cllrs Griffin and Park declared an interest as they are members of the editorial team but receive no payment for this.

A grant request had been received from Crowmarsh News Association towards the cost of printing the magazine. After discussion it was proposed by Cllr Sherbourne and seconded by Cllr Streete that a grant of £1,800 be made and this was agreed.

North Stoke Window Magazine

A grant request had been received from North Stoke PCC towards the cost of printing the Window magazine which is distributed to North Stoke residents and also covers Ipsden. After discussion it was proposed by Cllr Sherbourne and seconded by Cllr Streete that a grant of £300 be made and this was agreed.

	<p><u>Oxfordshire Mind</u> A grant request had been received from Oxfordshire Mind towards the cost of supporting local people with mental health issues. After discussion it was proposed by Cllr Johnson and seconded by Cllr Best that a grant of £350 be made and this was agreed.</p> <p>c) <u>Review of accounts status at 31st January 2025</u> The financial summary was presented. Total receipts for the year to date were £130,902.12 Total payments for the year to date were £90,015.18 The balance at the bank was £221,469.72.</p> <p>d) <u>Review of allotment fees</u> Current allotment fees are £20.00 per annum for a full size plot and £10 for a half-size plot. This is in line with the charges made for the Emery-Owen allotments. After discussion it was proposed by Cllr Park and seconded by Cllr Johnson that no changes be made for the 2025 season and this was agreed. The tenancy agreement has been updated and will be re-issued to all allotment holders for signature and return.</p> <p>e) <u>Arrangements for Internal Audit</u> The auditor's questionnaire had been completed and returned and her comments are awaited.</p> <p>f) <u>Broken fence at Howbery Farm</u> A quote of £325 + VAT had been received from Arrow Fencing for repairs to the fence at Howbery Farm. After discussion it was proposed by Cllr Griffin and seconded by Cllr Streete that this be approved and this was agreed.</p>	Clerk
5699	<p>CHAIRMAN'S REPORT</p> <p>Wallingford 1155 group is planning a litter pick on Saturday 15th March. It was proposed to join them and hold a litter pick in Crowmarsh on that day. They will supply hi-viz clothing and litter pickers. It is proposed to meet at Bridge Villa yard in The Street. The event will be advertised on the parish website and in Crowmarsh News.</p>	

5700	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>A cricket sight screen has been accidentally damaged and quotes are being gathered for a replacement.</p> <p>The glass top on the cooker has been accidentally cracked. The Finance Officer will research the possibility of an insurance claim. There is a spare cooker at the village hall which could be used at an interim measure. A toilet seat has also been broken.</p> <p>Quotes are being obtained for repairs to the tunnel at the playground and will be circulated to councillors when they are received.</p> <p>The committee is planning to purchase a pressure washer to keep the terrace free of mud and members requested that the funding delegated to the committee should be increased from £500 to £750 + VAT. This was proposed by Cllr Sherbourne, seconded by Cllr Johnson and agreed unanimously.</p> <p>One of the basketball posts, which has been placed on the spare ground at the Botany allotments recreation area, is unstable and has become a health and safety issue. Cllr Sherbourne will report this to the resident who provided the post.</p> <p>Tree planting at the Recreation Ground: Cllr Park will use the £300 received from the Councillor Priority Fund to purchase 210 trees. When these are received, dates will be decided for a working party to plant them. Some will be heeled in elsewhere for a year to be used as replacements if necessary.</p> <p>Tree Survey: The first step is to identify trees which are on parish council land and then commission a survey. The Clerk will ask OALC if they have a list of surveyors.</p> <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> Ipsden Parish Council had requested support for their bid to get a speed reduction on the A4074 but this has been superseded by information from Oxfordshire Highways who are planning to reduce the speed limit to 50mph on several main roads locally. OCC are requesting feedback on their proposals. This was discussed and it was agreed to support the plans but to say that the parish council would prefer the speed limit to be reduced to 40mph on Nosworthy Way on the approach to the CABI site in line with the 40mph limit at 	<p>RFO</p> <p>SSh</p> <p>JP</p> <p>Clerk</p> <p>Clerk/ SSh/JG</p>
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	<p>the other end of the Wallingford bypass near the housing development there. The Clerk will respond, with input from Cllrs Sherbourne and Griffin and will also confirm support to Ipsden Parish Council. Another accident at Nosworthy Way involving motorists was noted.</p> <ul style="list-style-type: none"> • The speed indicator device (SID) in Benson Lane is not working except in bright sunlight. Cllr Sherbourne has requested quotes for a replacement from Westcotec and from Elan City. Westcotec have quoted £4,251 + VAT and Elan City has so far not responded. Westcotec offers a 3-year guarantee and will provide support if needed. Delivery would be 6-8 weeks. After discussion it was proposed by Cllr Sherbourne and seconded by Cllr Griffin that a SID be purchased from Westcotec and funded from CIL money. This was agreed. • Update on Autospeed Watch. Cllr Best reported that the camera is now in position and producing data. Motorists have been slowing down on the approach to the camera. It was reported that Thames Valley Police have started enforcing the 20mph speed limit in Oxford. • A meeting of parish transport reps is scheduled for 18th March. Mrs. Amanda Griffin is our PTR and councillors are asked to inform her via the chairman of any issues. 	ALL
5701	<p>UPDATE ON WEBSITE</p> <p>The internal auditor has asked for a website accessibility statement. Further work is needed before this can be actioned and Cllr Best with liaise with Cllr Stevenson.</p>	AB/FS
5702	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> • An email has been received from a resident of North Stoke who has purchased a teak bench which he would like to install at North Stoke Recreation Ground for the benefit of the villagers. This would be sited near to the recently planted oak tree and would not impede grass cutting. It was agreed that this would be a welcome addition to the village and the Clerk will confirm the council's approval of the scheme. • Gigaclear has announced that they will be holding a public meeting to publicise their plans to improve the local broadband provision. • OALC hold a monthly forum which Cllr Griffin attends when possible but councillors are asked to let him know if they are able to attend. 	Clerk

	<p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Rural Funding Digest • Police and Crime Bulletin • SODC updates • Chiltern Society Magazine • Healthwatch Oxon update • Parish Online Newsletter. • Rural Network update • OALC updates • NALC updates 	
5703	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 6th March starting at 7.30pm.</p>	
5704	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Cllr Johnson expressed concern about the increasing numbers of woodburning stoves in the village as this is a health risk. • It was agreed to have the CABI bus shelters cleaned in the spring. 	

The meeting closed at 21.30.