



CROMMARSH PARISH COUNCIL

Minutes of the On-line Parish Council Meeting Held on Thursday 6th August 2020, starting at 7.30pm

Present:

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

Attending: Dr Yvonne Peet (Finance Officer) and Mrs Sue Rance (Clerk). District Cllrs Sue Cooper and Andrea Powell attended part of the meeting.

Apologies: Received from Mrs Liz Ryall and Mr Stuart Soames.

Declarations of interest: None.

The meeting was quorate.

NO.		ACTION
5053	MINUTES OF MEETING HELD ON 2ND JULY 2020 The minutes of the meeting held on 2 nd July were approved as a true record.	
5054	MATTERS ARISING FROM PREVIOUS MEETING <u>Item 5041:</u> The Clerk will arrange to collect the plaque for the bench outside The Bell. <u>Item 5041:</u> The Clerk has published the notice of casual vacancy following the resignation of Cllr Hopkins. If there are no requests for an election by 17 th August, the council will be able to co-opt replacements for Cllrs Hopkins and Grove. <u>Item 5034:</u> Footpath to North Stoke Village Green: Cllr Griffin has visited the site and will arrange to meet with Cllr Soames to discuss the necessary work. <u>Item 5042:</u> A site meeting has been held at Jewsons who will re-issue instructions to lorry drivers to park at the Fairmile layby in Cholsey until they are cleared to deliver to Jewsons' premises.	Clerk JG/SS

5055

REPORT OF THE DISTRICT COUNCILLORS

Local Plan Examination in Public

The virtual EiP for the District's controversial Local Plan 2034 (now really 2035) has nearly finished and has actually attracted far more public interest and participation than a physical examination would ever have done. The inspector, Mr Jonathan Bore, has been very thorough in his questioning, and the representations from all sides have been well made. A number of SODC councillors have made representations on a range of matters, including overall housing numbers, affordable housing, density of development, climate change compatibility, green belt matters and site-specific concerns. The advice has always been (e.g. by our MP, John Howell), that we should be aiming to make modifications to the plan through this inspection process rather than starting a new plan from scratch, but it remains to be seen how many changes will actually be accepted by Mr Bore. As it stands, the Plan includes allocations for the construction of 7 new towns the size of Henley in South Oxfordshire in the next 15 years.

To follow the procedures via YouTube, there is a link on the [SODC website](#)

Public Participation in Planning Committee Meetings

At its meeting on 16th July, Full Council passed a motion to adopt new virtual planning committee meeting procedures, which now allow for online participation by members of the public and Parish Councils. From the meeting on 5th August, representations from Parishes can be made in real-time, rather than in writing, and the officers at SODC are contacting all relevant PCs to set up arrangements.

CIL/s106 Training

There has been much to-ing and fro-ing recently about how CIL/s106 moneys should be allocated, spent and generally managed. It's fair to say there's a lack of understanding generally about how these funds are handled at all stages in the process, so we have requested an all-Member briefing on the subject so we can better advise Parish Councils how the system works (or should work).

Consultation on South Oxfordshire Corporate Plan, 2020-2024

Every four years the Council develops a new strategic plan that provides the framework for all of its programmes and operations. As a new administration, this gives us the opportunity to convert our manifesto pledges and our political priorities into programmes of action, as well as to recognise the many partnerships and collaborations which are necessary to deliver services (current and future) to our residents. For example, we cannot deliver sustainable transport infrastructure on our own, nor can we help our local high streets and businesses to recover from the shock of COVID-19 without working collaboratively with agencies like OxLEP (Local Economic Partnership) and within the OxCam Arc grouping.

There are six Themes in the Plan:

Theme 1: Homes and infrastructure that meet local needs

Theme 2: Improved economic and community well-being

Theme 3: Action on the Climate Emergency

Theme 4: Protect and restore our natural world

Theme 5: Investment and innovation that rebuilds our financial viability

Theme 6: Openness and accountability

Public consultation on the new draft Corporate Plan has now been launched and will run until the middle of August, so please do take the time to give us your feedback on the overall strategic themes and the illustrative projects listed. The online survey features a number of short videos of Cabinet members introducing the six themes:

<https://survey.southandvale.gov.uk/s/Southcorporateplanfeedback/>

Recent SODC Communications relevant to Crowmarsh

Recent communications from SODC to Parishes have covered a wide range of topics, including:

- Recent problems with littering and enforcement, particularly near Wallingford Bridge.

- Pavement licences for restaurants and cafés
- Discretionary business grants – closure of scheme on 31st August
- Shielding update
- Opening up of play areas, leisure facilities and village halls
- Electoral Register update
- Increase to Disabled Facilities Grant
- Civil Parking Enforcement

Update on new Council Offices

It will come as no surprise that the COVID-19 pandemic and the impact it has had on working patterns and preferences has caused the District Council to review its recent decision regarding the rebuilding of the Council offices in Crowmarsh. Regular staff surveys have shown that a large percentage of officers would like to retain some element of home-working in future, and it is clear that building a brand new office to accommodate over 400 staff is unlikely to pass the “value for money” test for the use of public funds. It would also fly in the face of current thinking following the “living experiment” of working during a pandemic.

As a result, officers have been revisiting all of our options, including Crowmarsh, and will be presenting the outcome of this review to Cabinet during August. A smaller building could be built in a number of council-owned locations, and there is also the option of refurbishing a property owned by Vale of the White Horse council. Whatever decision we make, we will continue to aim for a building of the highest possible sustainability standards, applying our “invest to save” strategy.

Every household must check their details

From early August yellow letters will be sent to every home in our district. The 'Canvass Communication Form' requires residents to check and confirm the details of everyone over the age of 16 who lives in their property.

This is something we need to do each year by law in order to ensure the electoral register is up to date. The letters explain exactly what needs to be done so it is very important that people read it carefully.

	<p>Charges for dog waste collection have been increased by 400% as the subsidy put in place by the District Council has now been removed. The actual cost is £6 per bin. District Cllr Cooper reported that dog waste can now be put in an ordinary litter bin as long as it is bagged because the disposal method is now the same for both types of waste. District Cllr Cooper suggested asking the District Council to replace the dog bins with litter bins as the Parish Council is not charged for emptying these. Cllr Johnson expressed concern about this on grounds of hygiene. It was agreed to put this on the agenda for the September meeting. Meanwhile the Finance Officer will research possible alternative contractors.</p> <p>Riverside Park</p> <p>District Cllr Cooper reported that the area round the splash park has been cleaned up and the bins will be emptied twice a day. The area on the south side has also been cleared of litter. The pool and splash park facilities cannot be opened at the moment as it is too late to recruit staff for this season. Social distancing is not practical at the splash park and the water cannot be chlorinated due to its proximity to the river. The green area is still available for families to use.</p> <p>Cllr Topliss commented that in the current hot weather the two litter bins are inadequate due to the numbers of people in the area which can be around 100. He has photographic evidence showing the extent of the problem. The campsite bins are not accessible while the facilities are closed. The Earth Trust have said they have three staff spending two hours each day collecting litter and they would like to see larger bins provided. People should also be asked to take their litter home.</p> <p>Cllr Topliss reported that the grass has not been cut in the swimming pool area and if not maintained this will be unusable. The area should be maintained by the District Council's contractor, GLL.</p>	<p>Clerk RFO</p>
<p>5056</p>	<p>PLANNING</p> <p>Decisions by SODC</p> <p>P20/S0465/HH 1 Newnham Farm Cottages Old Reading Road Crowmarsh Gifford OX10 8BW Two-storey extension to side of existing dwelling. New garage, utility, master bedroom and ensuite. Single-storey extension to rear for kitchen. Amended 15 June 2020 changing design of the extension. PLANNING PERMISSION</p>	

[P20/S1744/HH](#) 4 Whitehouse Road North Stoke OX10 6BA
Demolition of conservatory. Two-storey side and single-storey rear extensions. As amended on 1 July 2020. PLANNING PERMISSION

[P20/S1755/HH](#) 15A Wallingford Road North Stoke OX10 6BD
Erection of Garden Shed. PLANNING PERMISSION

[P20/S0826/FUL](#) Blenheim Farm Icknield Way Benson OX10 6PR
Demolition of existing buildings on site and erection of new dwelling, new B8 storage building and 2 x holiday let dwellings with associated access and parking (As amplified by contaminated land information received 7 July and Ecology Addendum - Bat emergence survey received 7 May 2020 and revised drawings altering layout and alteration to elevations received 15 June 2020 and additional landscape information received 10 July 2020). PLANNING PERMISSION

Decision at Planning Committee

P19/S4673/FUL Garage Site adjacent to plot 5 Mongewell Park. Mongewell OX10 8DA PLANNING PERMISSION

Consultation on applications

[P20/S2455/FUL](#) 27 Benson Lane Crowmarsh Gifford OX10 8ED
Detached dwelling (amended scheme to planning approval number P18/S2866/FUL) NO OBJECTION

[P20/S2348/HH](#) 6 Wallingford Road North Stoke OX10 6BD
A. Demolition of existing garage wing, B. Side extension, C. Entrance gable, D. Revised dormers – presented as a ‘cut-down’ version of planning approval P17/S2848/HH. NO STRONG VIEWS

Further information has been received from Oxfordshire County Council about a scheme for gravel extraction and a marina on the Thames opposite Carmel College. The Parish Council has previously objected to this.

Neighbourhood plan

The consultation phase of the Crowmarsh Parish Neighbourhood Plan will run until Friday 21st August. Twenty-five paper copies have been given out by the village stores. Only a few comments have been received so far. There will be opportunities to talk about the plan in August in the grounds of the two village halls – dates to be agreed. Cllr Griffin will consult Mr Robins and Mr Hannigan about possible dates.

JG

<p>5057</p>	<p>FINANCE</p> <p>a) Payments made in July</p> <p>A schedule of payments made since the last meeting was circulated. This included £832.27 paid to SODC for dog bin emptying for this quarter. The budget for the whole year is £700 but the District Council is no longer subsidizing this (see 5055 above). £1,106.15 was paid for six hand sanitisers at the recreation ground. £1,000 of this will be funded from County Councillor Gray's priority fund. £804 was paid to Arrow Fencing for installation of the hand sanitisers and £4,236 to Carroll and Partners for architectural design of improvements at the pavilion.</p> <p>It was proposed by Cllr McCrea and seconded by Cllr Sherbourne that these payments be approved and this was agreed.</p> <p>b) Accounts for Year to Date</p> <p>The Finance Officer had circulated a summary of receipts and payments for the period ended 31st July 2020. The total income was £106,812.73 including approximately £70,000 CIL money and the first half of the precept.</p> <p>Expenditure to date was £33,429.50. The total bank balance was £240,570.90 including reserves held on deposit.</p> <p>It was noted that tennis income has increased significantly. The council's insurance is due for renewal in September. There have been no requests from the public to view the accounts for 2019-20.</p> <p>c) Allotments</p> <p>The Clerk has revised the chart of allotments from information provided by Cllr Sherbourne and the Finance Officer and has requested a copy of the tenancy agreement for future reference.</p>	
<p>5058</p>	<p>CHAIRMAN'S REPORT</p> <p>The Chairman reported that online training is now available from OALC, on topics including Roles and Responsibilities for new Councillors and on Chairmanship Skills.</p> <p>The Chairman has been liaising with OCC Highways about the provision of bus shelters outside the new CABI development. One is now in place and the other is due shortly. It is hoped that real-time information can be provided at this site but this has not been confirmed.</p>	

	<p>Cllr Griffin has responded to a number of questions posed by a resident about the Bloor development at Benson Lane. He has also pursued the misleading speed limit signs on the A4074 with OCC Highways and with the police, so far without success.</p>	
5059	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p>Cllr Sherbourne has obtained one quote, and another is expected, to survey and draw up plans for a pedestrian crossing in The Street. The Toucan crossing on the A4074 at Portway is dependent on the outcome of the planning application for development on land at Newnham Manor. Consideration should also be given to a crossing at Benson Lane.</p> <p>Cllr Park reported that Watery Lane was extremely wet underfoot at the far end near to Newnham Farm and suggested laying crushed limestone to improve the surface. Improving the surface of Watery Lane has been a strategic priority on the Parish Council's list for some time. It was agreed that Cllr Park will research the cost and discuss further with Cllr Griffin.</p>	JP/JG
5060	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>Playground: The play area and gym have reopened with new signage re. Covid-19, six hand sanitisers in place and a one-way system in place. There are some problems with some of the sanitisers and all are being replaced by the manufacturer. The new ones are expected shortly.</p> <p>Cllr Rowley has researched a regime using Zoono Biomisting to sanitise the equipment. Zoono is a 30-day surface protection against pathogens, viruses and bacteria. It has been independently tested by over 100 laboratories and is said to be 99.99% effective. It is proposed Biomisting is undertaken at approximately 25-day intervals. The recreation ground management committee recommended going ahead with this on a regular basis until the end of the year. The first (trial) treatment at Crowmarsh will take place on 11th August at 10 am. The benefits can last 30 days. The system is being used at 12 playgrounds in Bicester and 16 in Banbury as well as many other places such as on the London underground and at airports. The work will take about 30 minutes and will include all the play items including the nets, the artificial grass, plus tables and benches and the gym equipment.</p> <p>It was agreed that a week following the trial on 11th August, if the committee are happy, they can confirm with the Zoono specialist to return to undertake the application at approximately 25-day intervals until the end of the year. They could then review the</p>	

	<p>situation in October to decide if we should continue into the new year. This should hopefully reduce the risk of losing the specialist due to demand. Cllr Rowley has suggested to other local councils that they might want to use the same specialist to reduce contamination risks locally and travel costs.</p> <p>Two pieces of play equipment are currently out of action and have been cordoned off. One is the roundabout as this has a gap appearing under one side of the base which could catch fingers. The other is the tube running through the grass mound which is hard to clean: this will be reviewed after the disinfectant treatment has taken place.</p> <p>A request has been received for a dedicated one-hour session for shielding and vulnerable families. It was agreed to allocate 9am to 10am each day for these families and the public will be asked to respect this. Parents of vulnerable children using the facilities or vulnerable adults, should feel free to challenge other members of the public if they are using the equipment at this time without justification. The playground will open to the general public at 10am each day.</p> <p>The disabled, or parents/guardians of vulnerable or disabled children who need access to the disabled toilet, can ask Chris Strange for a special access card for the front door Smart Lock.</p> <p>Improvements to Pavilion: A planning application has been submitted. Cllr McCrea has arranged for a ventilation expert and a structural engineer to visit to advise the council.</p> <p>Replacement for Seat outside Village Hall: The bench on the grass verge outside the village hall collapsed and has been dismantled. It was agreed to order a replacement bench from Arrow Fencing to match the one outside The Bell. The Clerk will also order a new plaque in memory of Mrs Hasthorpe.</p> <p>Care of Trees and Planters: Cllr Sherbourne expressed concern about the new tree at Jethro Tull Gardens which is suffering from water stress in the drought and needs a good soak. Residents will be asked for their assistance in watering. Four new planters will be needed to replace the three stolen and one broken at the roundabout by the Queen's Head plus one more to be sited on the grass verge further up in The Street. The planters will need to be large enough to discourage theft. It is hoped to purchase in time for next spring, and Cllr Sherbourne asked councillors for ideas.</p> <p>Nature Area: Cllr Topliss reported that willow trees overhanging the paths are in need of pruning. Cllr Johnson will ask Mr Strange if he could attend to this.</p>	<p>Clerk</p> <p>SSh</p> <p>AJ</p>
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	<p>Review of Dogs on Leads Rule: A resident has asked the Parish Council to review its advice to keep dogs on leads at the recreation ground. The signs have been removed.</p> <p>Autumn Top Up of Salt Bins: OCC will top up any salt bins which need refilling but has requested information on those which require it. The Clerk will respond.</p> <p>Litter Pick in September: information has been received from the District Council about specific litter picking dates during September. This was discussed and concern was expressed about possible increased risk to participants re. Covid-19. It was agreed not to sign up in view of health and safety considerations.</p> <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> • A Parish Transport Rep's report on bus services was circulated following the July meeting. • Cllr Griffin will ask County Councillor Gray about progress with Active Travel measures. 	<p>Clerk</p> <p>JG</p>
5061	<p>UPDATE ON WEBSITE</p> <p>The website usage has gone up a little, and views of Crowmarsh News have gone up, especially at the beginning of each month, when the News is published. Cllr Stevenson will continue to post a notice on Facebook when it is published on the website. Facebook seems to be the most effective way to reach people.</p>	
5062	<p>REPORT OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p>No reports received.</p>	
5063	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Email about playground access for vulnerable children • Email from a resident about the Bloor housing development • Email from OCC about winter preparations • Email from a resident about safety at the Springs Golf Club • Email re. dogs on leads at recreation ground • Update from John Howell, MP • Update from Police & Crime Commissioner • Update from SODC • Update from OALC 	

	<ul style="list-style-type: none"> • Update from NALC • Update from Rural Services Network. 	
5064	<p>DATE OF NEXT MEETING</p> <p>The next meeting will take place on-line on Thursday 3rd September 2020, starting at 7.30pm. Cllr Griffin expects to be away, in which case the meeting will be chaired by Cllr Sherbourne.</p>	
5065	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Cllr Sherbourne suggested meeting in person from October, by which time Crowmarsh Village Hall should be open again. However, the advice received from OALC and NALC is not to rush into face-to-face meetings. Members of the public are entitled to attend and this could present increased risk. The situation will be kept under review. 	
	The meeting closed at 9.42 pm.	