



CROWMARSH PARISH COUNCIL

Minutes of the Parish Council Meeting
Held at North Stoke Village Hall on Thursday 6th October, 2022
starting at 7.30pm

Present:

Mr Julian Park	Mr S Soames
Mr David Rowley	Mrs F Stevenson
Mr Stephen Sherbourne	Ms Julia Streete

Attending: District Councillor Sue Cooper, Dr Yvonne Peet (Finance Officer) and Mrs Sue Rance (Clerk).

Apologies: Received from Mr Jay Anderson, Prof A Johnson, Mr John Griffin, Mrs Liz Ryall and Mr David Topliss.

Declarations of interest: None.

The meeting was quorate.

NO.		ACTION
5362	MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1ST SEPTEMBER 2022 The Minutes of the previous meeting were approved as a true record and signed by the Vice-Chairman Cllr Sherbourne.	
5363	MATTERS ARISING FROM PREVIOUS MINUTES <u>Item 5352:</u> Cllr Sherbourne has raised a number of highways issues with Mr Lee Turner of OCC Highways and his response is awaited. <u>Item 5352:</u> The Clerk has asked Cllr Bloomfield if there is any further news on our application for a 20mph speed limit in the village. At his suggestion she has taken this up with Cllr Andrew Gant, the Cabinet Member for Highway Management and Liz Leffman, the Leader of the Council. District Cllr Sue Cooper reported that applications are being dealt with in tranches and Crowmarsh Parish is on the list for 2023. <u>Item 5352:</u> The Clerk reported that the school has reminded parents to be careful when parking in Old Reading Road in order to drop off and collect their children from school. The	

	<p>headteacher is aware of the problem and will ask The Bell to allow parents to park in their car park when dropping off and collecting their children as the Queens Head does.</p> <p>Item 5355: The Finance Officer reported that April Skies Accounting is on OALC's approved list and their quote of £235 for a remote audit has now been accepted.</p> <p>Item 5357: The Finance Officer reported that she has contacted the original builder of the pavilion but he has now retired. It was agreed to ask SCM to carry out the repairs to the roof.</p> <p>Item 5357: The Finance Officer has requested a quote from Shield Maintenance for cleaning the two bus shelters outside the CABI housing development.</p> <p>Item 5357: Cllr Topliss is researching suitable signs to be posted on the A4130, reminding motorcyclists of the need to take care.</p> <p>Item 5361: The Clerk had requested three quotes for pruning the hedge at Home Farm. First Class Tree Surgeons had quoted £450+VAT and the other contractors had not responded. Cllrs Griffin and Johnson had approved this quote and after discussion it was agreed to proceed.</p>	
5364	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>The District Councillors' report had been circulated.</p> <p>SODC has now moved to offices in Abingdon and a planning application is being submitted for new offices opposite Didcot station.</p> <p>Cllr grants are still available, although the deadline for applications has passed. Applicants are asked to email the grants team. Approximately two thirds of the trees funded last year for the nature area have died due to drought. Six have survived. Cllr Johnson will obtain a quote for replacement trees at the nature area. District Cllr Sue Cooper said she may be able to agree to a District Councillor grant towards their replacement.</p> <p>Cllr Soames reported that in North Stoke, an oak tree has been planted and is doing well.</p> <p>It was noted that a resident of Ewelme has some saplings which he is willing to provide free of charge.</p> <p>SODC is putting in an application for bathing water status for Wallingford Beach as is Wallingford Town Council. It was agreed to support this initiative.</p>	AJ

5365	<p>PLANNING</p> <p>Decisions by SODC</p> <p>P22/S2233/FUL Sheringham House Crowmarsh Hill Crowmarsh Gifford OX10 8BG Existing garage and dwelling retained, demolish rear single storey extension. Proposed two storey single dwelling C3 (As amplified by energy statement received 8 September 2022) Refusal of Planning Permission</p> <p>P22/S1776/DIS 79 The Street Crowmarsh Gifford OX10 8EF (The Bell), Discharge of conditions 5a (fireplace) & 5b (ceiling beams) on listed building application P22/S0688/LB to refurbish and extend the Bell public house. Not invited to comment</p> <p>Consultation</p> <p>P22/S2900/FUL Riverside Park, Crowmarsh Gifford OX10 8EB Accessible mooring position, improve existing riverbank access, widen footpaths with addition of a small storage shed. Recommend approval with comments about the design of the shed.</p> <p>Newnham Manor development – management of the open space</p> <p>We now have a calculated commuted sum to be paid to the parsh council to manage the open space on this development (excluding highway and estate roads and the area to be conveyed to Crowmarsh Primary School) for the benefit of all residents.</p> <p>The council is asked to accept this and set up a small group to consider options for managing it. This could include appointing landscape management experts to work with us to draw up a management plan once we know the development is starting.</p> <p>We would expect to sub-contract specialised management as may be required when the development is built. Benson Parish Council have taken on a management responsibility for a number of green spaces on new housing developments in the village and are happy to talk to us about their experience. Cllr Griffin has made initial contact and will arrange a meeting with them.</p> <p>The Finance Officer reported that the SODC planning officer dealing with this had urgently requested the parish council's response. It was agreed that the commuted sum would be a very large sum of money and the parish council would want to stipulate that they own the land for which they are assuming responsibility. It was agreed that the open spaces should be freely accessible to the public. Audit fees would increase as would insurance costs and grounds maintenance fees. Possibly an annuity could be set</p>	<p>JG</p>
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	up. It was agreed to speak to the finance officer at Benson Parish Council who are in a similar situation. The Finance Officer will report the parish council's decision to the SODC planning officer.	RFO
5366	<p>FINANCE</p> <p>a) Requests for grants and donations</p> <p>A request for a donation had been received from the North Stoke British Legion Poppy Appeal. It was proposed by Cllr Sherbourne and seconded by Cllr Park to make a donation of £100 each to the North Stoke and to the Crowmarsh appeals. This was unanimously agreed.</p> <p>A request for a donation had been received from Wallingford Volunteer Drivers. The previous donation made was £200 in 2020 made to Wallingford Volunteers as the organization was formerly called. After discussion it was proposed by Cllr Rowley and seconded by Cllr Stevenson that a donation of £250 be made and this was unanimously agreed.</p> <p>Cllr Soames reported that North Stoke and Ipsden Churches produce a leaflet each month which is delivered to all residents. In the past this has been sponsored by a resident but another source of funding is now needed. The estimated cost is £150 per annum for North Stoke. It was agreed to request that an application in writing should be made.</p> <p>b) Review of Staff Salaries</p> <p>Cllr Sherbourne requested that, in order to carry out a review for the Finance Officer and Clerk, they should each keep a note of their hours worked and report back to the parish council. In addition, advice should be taken from Oxfordshire Association of Local Councils (OALC) and the Society of Local Council Clerks (SLCC) on the appropriate hourly rate of pay in each case.</p> <p>c) Payments to be approved since last meeting</p> <p>A schedule of payments had been circulated. In addition to salaries and PAYE plus the grants listed above and officers' expenses, this included:</p> <ul style="list-style-type: none"> • Batteries and fuses for the speed indicator device in the Street (£121.98) • Repairs to the tennis courts (4,495.50) • Maintenance of the nature area (£598.50) • External audit report (£480) • Dog bin emptying September (£166.39) • Grass cutting (£972.00) • Hall hire for PC meeting (£20.00) 	<p>ACTION: SS</p> <p>RFO/ Clerk</p>

	<ul style="list-style-type: none"> • Refuse collection at the pavilion (£113.66) • VAT annual support fee (£70.80) • Electricity supply at the pavilion for Qtr 2 (300.87) <p>It was proposed by Cllr Park and seconded by Cllr Soames that these payments be approved and this was agreed.</p> <p>d) Consider accounts for year to date</p> <p>A summary of receipts and payments to 30th September 2022 had been circulated. The second half of the precept has now been received. The bank balance stood at £334,916.63.</p>	
5367	<p>STRATEGIC PRIORITIES</p> <p>Cllr Sherbourne reported that the Bell pedestrian crossing project is now awaiting sign off by OCC Highways.</p> <p>There is £40,000 in hand towards a crossing in Benson Lane.</p> <p>There has been no news on plans for the crossing at The Springs, North Stoke. Cllr Soames reported that the boundary of The Springs has been queried, whether it is the road or the grass verge. County Councillor Bloomfield will be asked to chase up the progress on highways issues. County Council officers may be more likely to respond to County than to Parish Councillors.</p> <p>Watery Lane: Cllr Park has this in hand and will speak to Mr Ryall about ownership of the lane. The lower section where the path joins The Street is in the worst state of repair.</p>	<p>Clerk</p> <p>JP</p>
5368	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>Pavilion Project: Cllr Rowley reported that a site meeting was held on 4th October. The next is provisionally arranged for 2nd November. SCM is generally on schedule, however there are some concerns about the mechanical and electrical aspects as prices have increased. There is uncertainty about whether part of the SODC grant can be used for architect's fees. It is hoped to complete the project before the end of November. Valuation and certificate 4 have been issued and the next payment due to SCM will be £10,776.</p> <p>The first claim of £9,557.11 has been made to FCC Communities Action Fund and a report submitted. The grant will only cover items which have already been delivered so some items have had to be removed from a previous claim and will be included in a</p>	

	<p>subsequent claim when received.</p> <p>It has been agreed that the architect can produce additional drawings and information for the new ramp and stairs to ensure they comply with Building Regulation requirements for disabled people. There was a question about the colour contrast of the handrails to their background but this has now been resolved with Building Control.</p> <p>Ventilation costs are still not clear due to rising prices.</p> <p><u>Recreation Ground</u></p> <p>There are concerns about cars being left overnight in the car park. Chris is having to lock the gates with them in.</p> <p>There is an issue to be resolved with the maintenance/tightening of the zip wires.</p> <p>As reported above, a large number of the new trees planted in the nature area did not survive the summer drought.</p> <p><u>Traffic and Transport</u></p> <p>In response to the Parish Council's letter about speeding traffic, the Police and Crime Commissioner and representatives of Roads Policing would like to attend the November or December council meeting. The Clerk will respond giving details of the dates and venue.</p>	Clerk
5369	<p>UPDATE ON WEBSITE</p> <p>The Finance Officer reported that she and Cllr Streete are now able to upload documents to the website, to reduce the pressure on Cllr Stevenson.</p>	
5370	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Letter from a resident expressing concern that a second 'Crowfest' event will be held in 2023 and requesting that residents should be consulted before arranging any future events of this type. • Email from Mrs Foster, Churchwarden, to say that although the church floodlighting is not operating, the Parish Council is being charged for estimated usage. • NALC update • SODC updates • Rural Services Network updates • OALC update 	

	<ul style="list-style-type: none"> • Healthwatch update • Notice of temporary road closure in Benson Lane from 24th October to 11th November. • Sustainable Wallingford News • Chilterns Conservation Board Update • Safeguarding News 	
5371	DATE OF NEXT MEETING The next meeting will be held on Thursday 3 rd November 2022 at Crowmarsh Village Hall, starting at 7.30pm.	
5372	ANY OTHER BUSINESS The annual return for the North Stoke Village Green Charity has been submitted.	
	The meeting closed at 20.55.	

