



CROWMARSH PARISH COUNCIL

Minutes of the On-line Parish Council Meeting
Held on Thursday 7th May 2020,
starting at 7.30pm

Present:

Mr John Griffin (Chairman)	Mrs E Ryall
Ms Gaynor Hopkins	Mr Stephen Sherbourne
Prof A Johnson	Mr Stuart Soames
Mr Ken McCrea	Mrs Fleur Stevenson
Mr J Park	Mr David Topliss
Mr David Rowley	

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

Apologies: None received.

Declarations of interest: None.
The meeting was quorate.

NO.		ACTION
5012	MINUTES OF MEETING HELD ON 2ND APRIL 2020 The minutes of the meeting held on 2 nd April were approved as a true record.	
5013	MATTERS ARISING FROM PREVIOUS MEETING <u>Item 4999:</u> Cllr Griffin is arranging for a certificate to be printed to recognize Cllr Hannigan's 35 years' service as a parish councillor. <u>Item 4999:</u> The Clerk reported that Arrow Fencing will be available to install the replacement bench as soon as the plaque is received. <u>Item 5002:</u> The Finance Officer has the closure of the Unity Trust bank account in hand. <u>Item 5009:</u> The query about the closure of Crowmarsh Footpath 2 has been resolved. It related to the forthcoming building work at the Bloor development.	JG Clerk RFO

5014	<p>REPORT OF THE COUNTY COUNCILLOR</p> <p>No report had been received from County Councillor Mark Gray.</p>	
5015	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>SODC Updates to Town & Parish Councils By the time of the Parish Council meeting, you should have received a further update from the Communications team at SODC; reports are now issued on Wednesdays. According to the most recent statistics we have seen, there have been few (if any) referrals from the Community Support team to the Crowmarsh coronavirus support network, which indicates what a great job the local group is doing in getting the message out to all local residents about the support that is on offer. We have requested more analysis by ward, so that we can continue to monitor how many referrals are being made, and for what purposes, but it appears that the newly established community support network is working extremely effectively. One of our desires is to ensure that this local mobilisation and neighbourliness isn't lost once the emergency subsides, and we will be working hard to see what the District Council can do to support such volunteer groups in the future. Don't forget that we both have our allocations of £2000 from our annual Councillor Grant allowance to support such COVID-19 support groups.</p> <p>Council Operations We are pleased to report that many normal council-run operations are continuing to operate, including waste collections, taxi licensing (renewals only), payment of benefits and housing services. All known homeless people in the district have been housed safely. Bulk waste collections have now resumed, as has the doorstep collection of small electricals, linen and batteries, which should help anyone who has taken advantage of lockdown to have a bit of a clear-out! We can also take on new brown bin customers again. OCC has decided not to reopen the Household Waste Recycling Centres yet, but we are hoping this will change soon once they are happy they can be operated safely. Council meetings are also returning to our calendars – we had our first virtual Cabinet briefing on 1st May – and Parish Councils will be receiving detailed information about how we propose the planning system can be reinstated in full (if not already received). Routine applications have been processed throughout the lockdown period, and there has been no significant drop in the number of applications from South Oxfordshire. Virtual Planning Committees are likely to resume in May, although it is still not possible to conduct site visits. A letter has been sent by the Leaders of both South Oxfordshire and Vale Councils to ask the Secretary of State to consider</p>	

suspending the targets for the length of time to determine applications and also to readjust the 5-year Housing Land Supply calculation, given that a) major applications cannot be considered fairly and b) many local construction sites have effectively closed down during the emergency. We await a response, but we know that other planning authorities across the country are also lobbying on these issues.

Local Plan

We are on track with the Examination process, and officers are having monthly progress meetings with MHCLG. Proposed modifications to the eLP2034 are being drafted for submission to the Inspectors (e.g. on improving the environmental performance of all new buildings, both residential and commercial), but it will be up to the inspectors to accept or reject these. It has been suggested that the Examination in Public (EIP) could take place in the autumn, although it may end up being a virtual process if restrictions on public gatherings are still in place. This process is being overseen by SODC's new Cabinet member for Planning, Cllr Anne-Marie Simpson.

Planning Reform

MHCLG is consulting on how to reform the current planning process (we suspect in an attempt to remove barriers to development in the post-COVID and post-Brexit world). It is possible that District Local Plans will become less significant as spatial planning is elevated to the regional level (e.g. at the Oxfordshire Growth Board/Oxfordshire 2050 level), and that Neighbourhood Plans will be even more important as a way to identify specific sites for development. It is therefore crucial for SODC Councillors and Officers to engage actively and constructively with our regional counterparts and for us to demonstrate leadership in the need for a wholesale reduction in carbon emissions from construction and transport. It is clear that we will not be returning to the way we used to live, work and travel before the coronavirus pandemic and we need to set a vision for renewal and future prosperity within the means of the planet.

Adapting our roads to accommodate safe cycling and walking

Across the nation authorities are preparing for the easing of the lockdown restrictions and it has become patently clear that our narrow pavements and car-oriented roads are simply unsafe for an increase in bicycle traffic and social distancing. We are trying to get wider support for making roads more pedestrian and cyclist friendly, and through the network of Cycling Champions across the County, are suggesting that OCC takes this opportunity to consider road closures (even if only on a temporary basis) or reallocation of road "real estate" to prioritise bicycles. The Green Party is also lobbying for a reduction in the national default speed

limit to 50mph, for widescale “bikeability” training and for bike racks to be added to buses (amongst other things).

Officers at SODC have suggested that Parish Councils go straight to OCC (Cllr Liam Walker is the Cabinet members responsible for Highways) to propose roads which could be adapted in this way or simply to support the principle of safer active travel.

Council Finances

We were very pleased to hear that SODC had been allocated an additional £1.4m in funding from the latest round of support from central Government. This brings the total awarded so far to £1.45m. While this is very welcome, our officers have calculated that a full year’s losses under the current circumstances would amount to £4m, which is a combination of the additional costs incurred plus the loss of income from services. The Government has committed to recompensing Councils for the additional expenditure, but has not been clear on how it will fill the gap in lost income (if at all). We can only wait to hear more on this from MHCLG, but in the meantime our finance team is providing regular feedback to them on how much the crisis is costing and how it is being spent.

The higher allocation in this latest tranche of funding emphasises the important role being played by District Councils in the current emergency; we are certainly very proud of the way SODC staff have stepped up to the challenge and have responded to the new demands being placed on them.

Current Planning Procedures

District Councillors have had one cabinet briefing on line and all councillors will have an online question and answer session on how to run meetings during the lockdown and how the scheme of delegation will be adapted for planning applications. It is hoped to get more liaison between District Council Planning Officers and Parish and Town Councils. The scheme of delegation will be in place for six months.

Planning committee meetings will be streamed live to the public and contributions may be submitted electronically beforehand and will be circulated to committee members. No site visits will be made. The next meeting will be held at the end of May or beginning of June.

If the parish council objects to a minor application, the planning officer will contact the Chairman and Clerk and seek to resolve their concerns. The planning officer may then make a decision unless the ward member calls it in, when it will go to committee under the new arrangements. This has to be agreed by the District Councillor first. Parish Councils will get feedback from the Planning Officer before the decision is made. The deadline for calling in an application is 28 days from receipt. If the Parish

	<p>Council has concerns they should advise their District Councillor straight away and ask for the application to be called in.</p> <p>There is a new form for feedback on planning applications which should give more opportunity to express views and suggestions for improvements. Alternatively parish councils may send in comments by email.</p> <p>A survey is being sent to district council staff to assess how they are managing to work at home.</p> <p>Plans for the new council offices are continuing.</p>	
<p>5016</p>	<p>FINANCE</p> <p>a) <u>Payments made in April</u></p> <p>A schedule of payments made since the last meeting was presented. As well as the regular payments for salaries and expenses, this included £1,584 for grass cutting, £286.36 paid to Eibe for signs at the playground and outdoor gym, £480 paid to Green and Tidy for mulching and £79.82 paid to Grundon for refuse and recycling collection.</p> <p>It was proposed by Cllr McCrea and seconded by Cllr Soames that these payments be approved and this was agreed.</p> <p>There will be another invoice from Eibe in the near future.</p> <p>b) <u>Internal Audit</u></p> <p>The Finance Officer reported that the internal audit has been completed and the auditor's report is awaited.</p> <p>c) <u>Accounts for Year to Date</u></p> <p>Income for the year to date was £91,554.89 and expenditure was £3,583.35. Income includes the first half of the precept (£19,100.50), VAT for the final quarter of 2019/20 (£1513.42) and £70,237.44 in CIL money. The Finance Officer will check which housing developments the CIL money relates to. A grant of £645.55 for grass cutting has been received. The Finance Officer has applied for a grant of £10,000 from SODC for loss of income at the pavilion due to the lockdown.</p> <p>d) <u>Allotment Invoices</u></p> <p>Allotment invoices were sent out in early April and all but three have been paid.</p>	

	<p>e) <u>Requests for grants and donations</u></p> <p>A letter from North Stoke PCC has been received asking for a grant of £660 for grass cutting at the churchyard and pound. It was proposed by Cllr Griffin and seconded by Cllr McCrea that this grant be made and this was agreed.</p>	
5017	<p>CHAIRMAN'S REPORT</p> <p>The Chairman reported that there have been a lot of local people helping each other out in the current lockdown situation. Grants are available from Scottish and Southern Electricity and from our SODC councillors but it has not been felt necessary to apply for these at present.</p> <p>North Stoke Village Hall Committee has circulated a letter to all residents about VE Day celebrations on Friday 8th May. Residents in the parish are being encouraged to celebrate at home.</p> <p>Cllr Griffin will arrange for a plaque to be made to be placed with the memorial tree for Mr Bellamy.</p>	
5018	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p>Now that the CIL money has been received, it was agreed to review the list of strategic priorities at the June meeting.</p>	
5019	<p>PLANNING</p> <p>Decisions</p> <p><u>P20/S0267/FUL</u> 'The Sycamores' Land east of 206 Crowmarsh Hill Crowmarsh Gifford OX10 8BG Erection of five dwellings and associated works. As clarified by phase 2 contamination survey. (As amplified by Contamination Report received 20 February 2020 and amended to reduce the ridge heights of plots and clarifying tree issues and ecology walkover).</p> <p style="text-align: center;">Planning Permission</p> <p><u>P20/S0296/RM</u> Benson Lane Wallingford OX10 8ED Reserved matters application for the erection of 150 dwellings to include appearance, landscaping, layout and scale (all matters reserved except access) pursuant to outline permission P18/S0827/O. Approval of Reserved Matters</p>	

<p><u>P20/S0550/HH</u> 1 Park View Crowmarsh Gifford OX10 8BJ Demolition of existing summer house, erection of new summer house. (Existing already removed for safety reasons). Planning Permission</p> <p><u>P19/S4434/HH</u> Maple Croft access track to Sheepcote Farm Mongewell OX10 8BP Variation of condition 2 - Approved Plans of application P16/S2964/HH for changes to the internal arrangement, external window and door arrangement and materials. Proposed garden building. Planning Permission</p> <p>Applications</p> <p><u>P20/S1524/SCR</u> Land at Newnham Manor Crowmarsh Gifford Screening opinion request for 100 new residential dwellings including new access road off the A4074, public open space and the provision of school land in Crowmarsh Gifford. (Relating to application P16/S3852/FUL). Not subject to consultation – review of the key changes in planning application P16/S3852/FUL, which received a resolution to grant permission on 16 January 2018.</p> <p><u>P20/S1326/LB</u> The Mill House, The Street North Stoke OX10 6BL Replacement of three existing doorsets. Recommend approval, subject to any local views</p> <p><u>P20/S0910/FUL</u> Fleming Boat House, Chalmore Gardens Wallingford OX10 9EP Wooden shed to house Wallingford's Accessible Boat Club's operations in the summer seasons and administration all other times. Recommend approval – small shed on Wallingford side of the river</p> <p><u>P20/S1342/FUL</u> 'New Barn', Mongewell Park Farm Constitution Hill Mongewell OX10 8BS Demolition of building. New dwelling with garden and laid out parking area and improved entrance. Conversion of this building was approved following the withdrawal of a scheme for 3 small houses. Now they are asking for a new dwelling to replace the barn – perhaps not justifiable in Mongewell and like the previous application for a new house opposite, it is right on the corner of the inadequate access road for 166 new dwellings granted permission the Carmel College site. Cllr Sherbourne suggested that councillors should consider this application and feed back comments to Cllr Griffin within the next week. This was agreed.</p>	<p>ALL</p>
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	<p>Neighbourhood plan</p> <p>The consultants O'Neill Homer have completed most of the stages funded by the Locality grant, but the Basic Conditions Statement could not be done by 31 March and the remaining grant will have to be returned. The consultants proposed continuing with the work that can be done during lockdown, and rather than reapply for a new grant from Locality, Nick Robins, Nigel Hannigan and Cllr Griffin propose using some of the £10,000 SODC grant for this work. After discussion, this was agreed. The cost will amount to £1100 (two days at £550 per day). We will probably need to commit a further similar amount later to wind up the contract. We also need to submit an end-of-grant report to Groundwork, who operate the Locality scheme.</p>	
5020	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <ul style="list-style-type: none"> • Cllr Johnson reported that Zac Etheridge of Wallingford Wildlife will be planting trees in the Riverside Meadows and it will be necessary to protect these trees from people and from cattle. He has requested a grant of £300 towards the cost of this. It was proposed by Cllr Johnson and seconded by Cllr Park that this be approved and this was agreed. The work will be done in the autumn. • The Photography Club has requested that broadband be installed at the pavilion. There is a phone line which would need to be re-connected. Cllr Soames has researched the cost, which would be £420 per annum including line rental from BT. It would be necessary to review the hire charges in the light of this additional facility being provided. After discussion it was proposed by Cllr Soames and seconded by Cllr McCrea to accept this quote and proceed with the work when circumstances permit. This was agreed. • Cllr Johnson reported that outline plans have been received from the architect for the suggested improvements to the pavilion. These include the provision of a meeting room which could be hired out and also used for parish council meetings. The Recreation Ground Management Committee will meet on 18th May and will discuss the plans and report back to the June meeting of the parish council. 	

	<p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> • Information has been received about applying for grants for bus shelters. • It was noted that the roof of the North Stoke bus shelter by the crossroads has lost its felt. It was agreed to ask Arrow Fencing to replace this when possible. • It was agreed to consider a bus shelter at the bus stop near the CABI site. 	
5021	<p>UPDATE ON WEBSITE</p> <p>Cllr Stevenson reported that the website is up to date. It has been kept up to date with Covid-19 advice and minutes and agendas have been posted on it. The Finance Officer has ordered a scanner and will be able to help upload documents to the website.</p>	
5022	<p>REPORT OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p><u>Wallingford Bridge Estate Charity</u></p> <p>Cllr Sherbourne reported that Wallingford Town Council and Wallingford Bridge Estate Charity are looking into the possibility of designating the beach area by the bridge as a bathing area.</p>	
5023	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> • An email had been received from Wallingford Town Council with suggestions for additional waste and dog bins in rural parts of Crowmarsh Parish. Most of the locations suggested are on private land and would need written permission from the landowner to access the sites. It was noted that the parish council had put in a request to SODC some years ago which was turned down for reasons of access. The Clerk will respond. • The County's Household Waste Recycling Centres will reopen on 18th May. The seven sites will reopen with reduced opening hours. They will open at 8am and close at 4pm. The sites will be open seven days a week as long as they are not overwhelmed and can operate safely. The number of vehicles allowed on the site will be reduced by around 50% to allow for social distancing. This means that queues are highly likely, especially at peak times such as weekends. Residents are therefore being urged only to visit the site if their trip is essential and they cannot safely store their waste at home. 	Clerk

	<ul style="list-style-type: none"> • Parish Councils are invited to contact OCC with suggestions for roads to be pedestrianised temporarily or adapted to allow more space for cyclists. It was agreed that cycle path markings on existing roads need re-marking for safety reasons. • SODC update, including information on VE Day celebrations and a revised notice of casual vacancy to be used in the event that a councillor decides to stand down. The Clerk will publish a notice following the resignation of Cllr Grove. • Notice from SODC that 'Church Lane' has been inserted into some addresses in Ipsden including Black Barn Farm in our parish. • NALC Update. • OALC Update, covering procedures at online meetings. • Rural Services Network Update. • Citizens' Advice Bureau Update. • Notice of consultation on expansion of Icknield Community College. • Thames Water Update. • Police and Crime Bulletin. 	Clerk
5024	DATE OF NEXT MEETING The next meeting will take place on-line on Thursday 4 th June starting at 7.30pm. The existing legislation provides for online meetings to continue until May 2021.	
5025	ANY OTHER BUSINESS <ul style="list-style-type: none"> • Cllr Ryall reported that Thames Water will be visiting their property at Newnham Farm to discuss access to install a new sewage pumping station. She will feed back to the next parish council meeting. 	
	The meeting closed at 9.10 pm.	