



# CROMMARSH PARISH COUNCIL

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**Minutes of the Parish Council Meeting  
Held at North Stoke Village Hall on Thursday 8<sup>th</sup> August 2019,  
starting at 7.30pm**

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**Present:**

Mr John Griffin (Chairman)	Mrs Liz Ryall
Prof Andrew Johnson	Mr Stephen Sherbourne
Mr Ken McCrea	Mr Stuart Soames
Mr Julian Park	Mrs F Stevenson
Mr David Rowley	

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

**Apologies:** Received from Mr David Topliss and County Councillor Mark Gray..

**Declarations of interest:** None

The meeting was quorate.

NO.		ACTION
4910	<b>ISSUES RAISED BY MEMBERS OF THE PUBLIC</b> <ul style="list-style-type: none"><li>• One member of the public spoke in favour of re-opening the toilets at the recreation ground.</li><li>• It was reported that three others had also said they would have liked to have come and spoken in favour, but had been unable to make it. However, their e-mailed comments have been included in a report issued.</li></ul>	
4911	<b>MINUTES OF MEETING HELD ON 4<sup>TH</sup> JULY</b> <p><b>The following corrections were noted:</b></p> <p><u>Item 4905:</u> It was noted that the proposal to close the toilets at the recreation ground to members of the public was carried with <u>two</u> abstentions.</p> <p><u>Item 4906:</u> Amended to read 'Concern has been expressed about gravel extraction for the proposed marina <u>south</u> of Wallingford'.</p> <p>Subject to these corrections, the Minutes of the meeting held on</p>	

	4 <sup>th</sup> July were approved as a true record and signed by the Chairman.	
<b>4912</b>	<p><b>MATTERS ARISING FROM PREVIOUS MINUTES</b></p> <p><u>Item 4897</u>: The Clerk will ask SODC to attend to weeds growing in the kerbside in Benson Lane as part of the deep cleanse.</p> <p><u>Item 4898</u>: An article about the history of names chosen for the streets at the CABI development will be published in the August issue of Crowmarsh News. The Chairman will action this.</p> <p><u>Item 4898</u>: As agreed, the Clerk has requested the council's solicitor to register the land at North Stoke Village Hall on behalf of the Parish Council, as custodial trustee.</p> <p><u>Item 4899</u>: The pruning of bushes on the footpath from Benson Lane to the recreation ground has been carried out. The task took longer than expected and will be completed in the new term.</p> <p><u>Item 4903</u>: The Finance Officer will ask Mrs Denise Hall if she would be prepared to carry out an independent bank reconciliation every three months, as requested by the auditor.</p> <p><u>Item 4904</u>: In the August edition of Crowmarsh News, the Chairman will invite interested residents to come forward to fill the two vacancies for parish councillors.</p> <p><u>Item 4905</u>: The additional speed indicator devices have now been fitted with the assistance of Mr Duncan Reed.</p> <p><u>Item 4905</u>: Mr Soames reported that the overgrown vegetation at the bus stop in North Stoke has now been cut back.</p>	<p><b>Clerk</b></p> <p><b>JG</b></p> <p><b>RFO</b></p> <p><b>JG</b></p>
<b>4913</b>	<p><b>REPORT OF THE DISTRICT COUNCILLOR</b></p> <p><b>The Emerging Local Plan 2034</b></p> <p>The first full Council meeting of the new administration on 18<sup>th</sup> July was a busy one, with a packed agenda. As expected, the main focus of debate (and for the representations made by over 20 members of the public), was the South Oxfordshire Emerging Local Plan. The Cabinet motion put forward included several elements, including:</p> <ul style="list-style-type: none"> <li>• a desire to protect the district against speculative housing development and to maintain its housing land supply;</li> <li>• a wish to support the funding available through the Housing Infrastructure Fund (c. £215m currently targeting</li> </ul>	

	<p>road improvements in and around Didcot);</p> <ul style="list-style-type: none"> <li>• a direction to officers to explore with OCC, Homes England and MHCLG options for protecting the HIF funding whilst enabling the council to address concerns about the current emerging Local Plan 2034, including (but not limited to) climate change issues and Oxford City’s unmet housing need;</li> <li>• a desire for the Local Plan to reflect more properly the recently declared Climate Emergency and the Climate Change Act 2008, including the objective to become Zero Carbon by 2050;</li> <li>• the need to commence work on a new Local Plan as soon as possible, strengthening climate change considerations.</li> </ul> <p>This motion was passed by 20 votes to 13; while some criticised the strategy NOT to make a clear decision at this stage between the four previously presented options, Cabinet’s view was that more time was needed to allow SODC officers to discuss with others potential ways to protect the much-needed funding for road and cycle path improvements while reducing the number of houses currently included in the plan. Latest traffic models have made it clear that the new roads and river crossings are already badly needed to relieve pressure on the existing network, and that if all of the planned houses are constructed, the roads will immediately be at full capacity. The current plan also includes nearly 5000 houses to satisfy Oxford City’s unmet need, but the inspector has recently questioned the methodology used to calculate this figure, and we feel strongly that the concerns around Oxford’s housing need should be addressed before we become legally obliged to embed this huge number in our allocation.</p> <p>Officers were requested to contact the SODC Plan inspector immediately after this motion was passed to request a pause in the process, and an additional Council meeting is likely to be arranged in September in order to review progress on their negotiations.</p> <p><b>Other Motions Passed by Council on 18<sup>th</sup> July</b>  Council also agreed to:</p> <ul style="list-style-type: none"> <li>• Establish a Climate Emergency Advisory Committee;</li> <li>• Request that the government accelerates the delivery of rail projects important to South Oxfordshire;</li> <li>• Explore options to deliver more high-quality, environmentally sustainable and genuinely affordable housing;</li> </ul>	
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- Oppose the Oxford-Cambridge Expressway project in all forms, including expansion of existing (or new) roads in the district to form part of it;
- Support fully-electrified East-West Rail, including freight capacity and connections, and better public transport and active travel connections;
- Continue to support partnership working, especially with regard to landscape-scale conservation and nature recovery networks;
- Call on the Oxfordshire Pension Fund to divest from non-renewable energy companies whose main purpose is the exploration and/or extraction of fossil fuels, and to explore reinvestment of its funds into appropriate renewable energy companies.

#### **Polling Station review**

SODC is reviewing its polling stations and want to hear from members of the community what they think of them. They are particularly keen to hear from people with disabilities if they have experienced any difficulties accessing the polling stations. This is a legal obligation, and must be carried out to ensure that all electors have “such reasonable facilities for voting as are practicable in the circumstances”.

Any representations or comments should be sent to [elections@southandvale.gov.uk](mailto:elections@southandvale.gov.uk) and the consultation ends on 27<sup>th</sup> September. More information can be found on the SODC website at <http://www.southoxon.gov.uk/news/2019/2019-07/have-your-say-polling-stations-southern-oxfordshire>

#### **Cycling Survey**

The new administration is determined to prioritise safe cycling routes in any new developments, so we are very keen to support the Oxfordshire Cycle Survey currently underway. The survey asks what you like or dislike about cycling in Oxfordshire and about any problems you encounter.

The results of the survey will support the production of the first 'local cycling and walking infrastructure' plans for Oxford, Bicester and Didcot and is open for comments until 6 September. The survey can be found at <https://consultations.oxfordshire.gov.uk/consult.ti/Cyclesurvey2019/consultationHome>

#### **Food and Safety Inspections**

The council's Food and Safety team is officially among the top performers in the country, helping businesses improve their food

	<p>hygiene standards and taking enforcement action when necessary.</p> <p>The Food Standards Agency has just released their stats for 2018/19 and they confirm that the team carried out 100 per cent of their planned food safety inspections, well above the national average of 89 per cent. Only 14 per cent of authorities achieved this level. They were also the only Food and Safety team in Oxfordshire to carry out all their inspections.</p> <p>The team were also responsible for two thirds of all food hygiene prosecutions in the county. They were also the only ones to issue a 'Simple Caution' for non-compliance and, for the first time, a food business operator in South Oxfordshire was banned from running a food business for life after their restaurant was closed twice in six months due to rat infestations.</p>	
<p><b>4914</b></p>	<p><b>FINANCE</b></p> <p>a) <u>Payments made in July</u></p> <p>A schedule of payments made since the last meeting was presented and the following points were noted:</p> <ul style="list-style-type: none"> <li>• £210.60 was paid to Play Safety Limited for their annual inspection of the playground and sports field.</li> </ul> <p>It was proposed by Cllr Ryall and seconded by Cllr Griffin that these payments be approved and this was agreed.</p> <p>b) <u>Consider accounts for year to date.</u></p> <p>The accounts for the year to date were presented. £168,000 was received in income, including grant money and there had been £66,000 in expenditure. There was £123,000 in the current account, including £32,000 CIL money. A cheque for £850.88 had been received in respect of the feed-in tariff.</p> <p>c) <u>Other Matters</u></p> <ul style="list-style-type: none"> <li>• The accounts have now been sent to the external auditors. The parish council is now classed as intermediate by size due to the playground project. It was noted that decisions made on strategic priorities must be minuted in detail.</li> <li>• The annual accounts have now been displayed on noticeboards for the required amount of time and will be taken down.</li> <li>• Cllr Sherbourne will be registered as a signatory for banking.</li> <li>• The auditor has recommended that the Finance Officer and Clerk should be given a contract of employment. A</li> </ul>	

	<p>model contract has been obtained from OALC. The Clerk will send a copy of Chris Strange's contract to the Chairman and Vice-Chairman.</p> <ul style="list-style-type: none"> <li>The water trough at the allotments is no longer leaking.</li> </ul>	<b>Clerk</b>
<b>4915</b>	<p><b>CHAIRMAN'S REPORT</b></p> <p><u>Ideas for improving meeting efficiency</u></p> <ul style="list-style-type: none"> <li>It was recommended that the District and County Councillors should be asked to submit their reports in advance and answer questions at the meeting. The District Councillor already does this.</li> <li>Information should be circulated in advance when possible.</li> <li>Allow members to speak and listen when others are talking.</li> <li>Keep to the time allocated on the agenda and adjourn discussions if necessary until the next meeting.</li> <li>Try to keep meetings to two hours' duration.</li> <li>Limit members of the public to five minutes.</li> </ul>	
<b>4916</b>	<p><b>REVIEW OF STRATEGIC PRIORITIES</b></p> <p>Councillors were requested to submit any ideas to the Clerk before the next meeting. The Clerk will re-circulate the original list.</p>	<b>Clerk</b>
<b>4917</b>	<p><b>PLANNING</b></p> <p><i>Decisions</i>  PP19/S0942/DIS Carmel College Mongewell Park Mongewell OX10 8BU  Discharge of condition 27-Contamination Investigation on application P11/W2357. As clarified by site investigation report received on 15 April 2019.  <i>DIS Details Rejected</i>  P18/S1680/DIS Carmel College Mongewell Access Road Mongewell OX10 8BU  Discharge of conditions 24 surface water drainage and 25 - drainage strategy on application ref. P11/W2357  <i>DIS Details Rejected</i>  P19/S0691/FUL CABI, Nosworthy Way, Mongewell OX10 8DE  Amendment to planning application P15/S3387/FUL to amend the fenestration of residential plots 17, 18, 20, 21, 23, 87, 25, 52, 57, 53, 54, 70, 71, 83, 84 and 85. (As amended by plans received 2019-06-06 to clarify drawings and as further amended by plans 2019-07-12 to introduce false windows and brick courses to certain plots).  <i>Planning Permission</i>  P19/S1800/DIS Centre for Ecology &amp; Hydrology, Maclean Building Benson Lane Crowmarsh Gifford OX10 8BB</p>	

	<p>Discharge of conditions 3 - Materials as on plan, 5 - Landscaping Scheme (trees and shrubs only), 6 - Tree Protection (General) of application P19/S0067/FUL. Proposed erection of a single storey building for sample storage to reasonably extend and support the specific activities which take place on site and enhance the existing use.</p> <p><i>DIS Details Agreed</i></p> <p>P19/S1564/HH 91 The Street Crowmarsh Gifford OX10 8EF Remodelling of the front of the house and opening up of the kitchen/family room</p> <p><i>Planning Permission</i></p> <p><b>Applications and updates</b></p> <p>P19/S1217/DIS Revised Residential Travel Plan, CABI / CALA homes site</p> <p>Discharge of appeal condition 9 (travel plan) following refusal of P15/S3387/FUL. Demolition of existing buildings and erection of a new headquarters for CABI; erection of 91 dwellings, comprising open market and affordable housing, provision of open space, landscaping and parking and other associated works.</p> <p><i>Not subject to consultation</i></p> <p>P19/S2352/DIS 'The Sycamores' adjacent to No. 206 Crowmarsh Hill Crowmarsh Gifford OX10 8BG Four dwellings approved in outline (2 pairs of semi-detached) with access, parking and gardens in the chalk pit, referred to at our last meeting</p> <p>Discharge of conditions on application ref. P17/S1168/O 3 - materials, 4 - slab levels, 5 - arboricultural method statement, 6 - reptile strategy &amp; 10 - contamination</p> <p><i>Not subject to consultation</i></p> <p>P19/S2340/HH 1 Winterbrook Wallingford OX10 9DX</p> <p>Demolition of one existing garage building and existing single storey rear extension and construction of new single storey rear extension, construction of replacement garage and cladding of existing garden store building (as amended by drwg nos TKWW PL01 Rev C and TKWW PL02 Rev C to increase garage size to minimum standard)</p> <p><i>Recommend no strong views (neighbouring our parish, but no real impact)</i></p> <p>P19/S2254/HH 69 The Street Crowmarsh Gifford OX10 8EF</p> <p>Single storey glazed extension</p> <p><i>Recommend approval</i></p>	
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	<p>P19/S1860/HH 22 Howbery Farm Crowmarsh Gifford OX10 8NR</p> <p>Erection of garden shed</p> <p><i>Recommend approval</i></p> <p>P19/S1536/FUL The Springs Golf Club, North Stoke OX10 6BE</p> <p>Responses by the applicants to consultations have been placed on the website.</p> <p><b>Enforcement action</b></p> <p>Nuffield Garage, Crowmarsh Hill, Wallingford, OX10 8BG - SE18/729</p> <p>SODC has reported that two separate planning enforcement notices were served recently on all persons known to have an interest in the above site. The notices require 1) the unauthorised use of the site for the 'sale and display for sale of motor vehicles' to stop; and 2) the removal of unauthorised floodlights from the northern and western elevations of the building.</p> <p>Both notices are due to take effect on 17 September 2019 unless appeals are submitted to the Planning Inspectorate before that date, in which event the terms of the notices will be suspended pending the outcome of the appeals. Once the enforcement notices come into effect, however, the owner/occupier will have 4 months in which to comply with the requirements of the notice. It constitutes an offence to fail to comply with the requirements of an enforcement notice.</p>	
4918	<p><b>REPORTS OF COMMITTEES</b></p> <p><u>Environment and Recreation Ground</u></p> <p>Cllr Johnson had circulated relevant information including a Safeguarding and Child Protection Policy based on a template for parish councils. This covers the requirement to be aware of the safety of children or vulnerable adults in terms of physical, emotional, or sexual abuse or neglect. An enhanced DBS check will be needed for Chris Strange and his stand-in. They are both happy for this to be done. The application can be done through Oxfordshire Youth if the parish council joins this organisation at a cost of £40. Each check would then cost £52.</p> <p>Concern was expressed at the requirement for hirers to have their own safeguarding policy. Cllr McCrea offered to review the policy and discuss it with Cllrs Johnson and Rowley. It will then be discussed again at a future meeting.</p>	KM



	<p>Access to Toilets: following the complaint received relating to the parish council's safeguarding responsibility, a report was provided for the Council providing the professional advice from SODC, (on behalf of Oxfordshire Children's Safeguarding Board), OALC (Oxfordshire Association of Local Councils), and from Eibe. OALC had referred the council's enquiry to the legal team at NALC (National Association of Local Councils). Their response makes it clear that the parish council does not bear responsibility for safeguarding children using the toilets, rather this is borne by the parents/guardians or organisers of the club hiring the facilities. Over sixty parents with children at the school have expressed a wish for the toilets to be open. <i>(Post meeting update – a web based survey revealed further support with a total of 94 parents in favour and six against.)</i></p> <p>After discussion it was proposed that management of the toilets at the pavilion should once again be delegated to the Environment and Recreation Committee following a risk assessment. The proposal was that, where possible the northern side changing room toilets would be opened to the public when it does not interfere with hirers and subject to Chris Strange being willing to support this. It was hoped that this could be managed at least until the new school term The Environment and Recreation Ground management committee would monitor the situation during this period Access required by young disabled children should be possible to these toilets when assisted by an adult. Where access is requested by an older wheelchair user, an alternative access to a disabled toilet would be accommodated.</p> <p>This proposal was carried with two votes against.</p> <p>It was agreed that the long term solution was to provide purpose built toilets for the public that would not interfere with those hiring the pavilion. This would be added to the strategic priorities list.</p> <p>Nature Area: It was reported that a branch has fallen across the path in the nature area.</p> <p><u>Traffic and Transport</u></p> <p>Cllr Sherbourne reported that the speed indicator devices are working well and have been well received by the public. A request has been received for another SID on the south carriageway of the A4074.</p> <p>Cllr Sherbourne suggested that a letter should be sent to the new Chief Constable, asking for more police speed checks to be carried out on Portway, as well as a report on speed check information for the year to date.</p>	<p><b>SSh/ Clerk</b></p>
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4919	<p><b>CORRESPONDENCE</b></p> <p>The County Council has invited parish councils to apply for additional salt to be supplied in case of bad weather. Cllr Soames has reported that no additional salt is required at North Stoke and Chris Strange has advised that there is a quarter ton bag at the Pavilion. The gritting team would like to know which grit bins need refilling this autumn. Councillors were asked to let the Clerk know the situation relating to any bins in their location.</p>	ALL
4920	<p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting will be held at Crowmarsh Gifford Village Hall on Thursday 5<sup>th</sup> September, starting at 7.30pm.</p>	
	<p>The meeting closed at 9.40 pm.</p>	