



CROMMARSH PARISH COUNCIL

**Minutes of the Annual Parish Council Meeting
Held at North Stoke Village Hall on Thursday 9th May 2019,
starting at 7.30pm**

Present:

Mr John Griffin (Chairman)	Mrs Liz Ryall
Prof Andrew Johnson	Mr Stephen Sherbourne
Mr David Rowley	Mr Stuart Soames

Attending: Dr Yvonne Peet (Finance Officer) and Mrs Sue Rance (Clerk). County Councillor Mark Gray attended part of the meeting.

Apologies: Received from District Cllrs Sue Cooper and Andrea Powell, Mrs Fleur Stevenson and Mr David Topliss.

Declaration of interest: None.

The meeting was quorate.

NO.		ACTION
4870	ELECTION OF CHAIR AND VICE-CHAIR It was proposed by Cllr Johnson and seconded by Cllr Ryall that Cllr Griffin be elected as Chair and this was unanimously agreed. It was proposed by Cllr Griffin and seconded by Cllr Ryall that Cllr Sherbourne be elected as Vice-Chair and this was unanimously agreed.	
4871	MINUTES OF PREVIOUS MEETING The Minutes of the meeting held on 4 th April were approved as a true record and signed by the Chairman.	
4872	MATTERS ARISING FROM PREVIOUS MINUTES <u>Item 4855:</u> No further information on Section 106 funding has yet been received from Mr Marshall and Mr Sherwood of Oxfordshire Highways. County Councillor Gray will chase this up.	MG

	<p><u>Item 4857</u>: CABI Development. Cllr Johnson will write an article for the Crowmarsh News about the history of the names chosen for the streets at the CABI development.</p> <p><u>Item 4858</u>: Grass Cutting:</p> <ul style="list-style-type: none"> • The additional cost of grass cutting at the new playground is not clear. The Finance Officer will investigate with the contractor and with Mr Strange. • A resident of Crowmarsh Hill has reported that the grass verge at the end of the footpath between Crowmarsh Hill and Park View has not been cut. The Finance Officer will make enquiries. It was also reported that the play area next to Botany Allotments has not been cut, neither has the grass verge on the south side at the entrance to Cox Lane. Cllr Sherbourne will report back to the Finance Officer on all areas which have been missed and ensure that they are in the schedule. • It was agreed to continue with Cottrells as the contractor for grass cutting at Newnham Murren Churchyard. <p><u>Item 4858</u>: Review of Salaries. It was agreed that it would be more appropriate to review Mr Strange's salary at the Parish Council meeting. This item was added to the agenda.</p> <p><u>Item 4858</u>: The Finance Officer and Mr Strange have reviewed and updated the asset list and the revised list has been included in the annual return with a value of £816,154.</p> <p><u>Item 4859</u>: County Councillor Gray reported that Lee Turner has agreed to do a seven day trial with a new road arrangement at the riverside and no parking in Stephens Field. A consultation with residents will need to be carried out beforehand. County Councillor Gray and Cllr Griffin will meet to discuss the consultation, which could be carried out during the first week of June.</p>	<p>AJ</p> <p>SSh</p>
<p>4873</p>	<p>REPORT OF THE COUNTY COUNCILLOR</p> <ul style="list-style-type: none"> • County Councillor Gray reported on the results of the recent District Council elections. • Six recycling centres are due for a spring clean in May. The dates for Oakley Wood are 23rd and 24th May. • More than 93% of primary school applications were awarded their first choice of school. • On Wednesday 12th June there will be an Elite Stage 3 of a women's cycle race which will start in Henley and will pass through Crowmarsh. This is expected to bring in £2 million to the Oxfordshire economy, over all its stages. 	

	<ul style="list-style-type: none"> • The recent road works at the CABI development caused major traffic disruption. County Councillor Gray will make enquiries. • County Councillor Gray expressed congratulations to the Parish Council on the new playground and a successful opening event. • A vote of thanks was made to County Councillor Gray for funding £1,000 for the North Stoke culvert repairs. The OCC plastic barriers still need to be taken away. • Cllr Sherbourne queried the broadband speed in the Park View and Robert Sparrow Gardens area. He will investigate further. 	MG
4874	<p>FINANCE</p> <p>a) <u>Payments made in April</u></p> <p>A schedule of payments made since the last meeting was presented. These included £4,352.26 for the speed indication devices, £3,623 to Oxfordshire Playing Fields Association for project management for the playground project, £660 for grass cutting at North Stoke Churchyard and the Pound, as well as further payments to Eibe and grass cutting in Crowmarsh Gifford.</p> <p>It was noted that there are some issues to be resolved with Eibe and Cllr Rowley reported that it had been agreed to retain 2.5% for snagging. However, the funding bodies will not release all monies until the final invoice has been paid. After discussion, it was agreed to sign invoice 5 for Eibe but this will not be sent until further information is received from Cllr Rowley.</p> <p>It was proposed by Cllr Sherbourne and seconded by Cllr Ryall that these payments be approved and this was agreed.</p> <p>b) <u>Approval of annual governance statement</u></p> <p>The annual governance statement, section 1 of the annual return, was reviewed, approved and signed.</p> <p>c) <u>Approval of Accounting Statement</u></p> <p>The accounting statement, section 2 of the annual return, was reviewed, approved and signed.</p> <p>d) <u>Approval of year end accounts</u></p> <p>The accounts for the year ended 31st March 2019 were reviewed and approved and will now go to the internal auditor.</p>	

	<p>e) <u>Update on allotments</u></p> <p>Plot 13 is vacant and there are two allotment holders who have not yet paid for the year.</p> <p>f) <u>Review of Mr Strange's salary</u></p> <p>Cllr Johnson reported that Mr Strange has, at his request, presented a review of the work and hours he is currently doing. He has done an enormous amount of extra work for the playground construction and from now on will be carrying out health and safety inspections on a regular basis.</p> <p>Cllr Johnson recommended Mr Strange should be paid for 14 hours per week, at the minimum wage rate of £8.61 per hour, which would give him an annual salary of £6,268, to begin on 1st May 2019. This was approved. It was also agreed to pay Mr Strange an additional month's salary at the new rate, approximately £500, as a bonus in recognition of the extra work he has done during the playground construction.</p>	<p>RFO</p>
<p>4875</p>	<p>CHAIRMAN'S REPORT</p> <p><u>Update on Arrangements for Annual Parish Meeting</u></p> <p>The Annual Parish Meeting will be held at Crowmarsh Gifford Primary School at 7.00 for 7.30pm. Wing Commander Caroline Viles of The Royal Squadron, currently based at RAF Benson, will give a presentation and Cllr Rowley will show a video and photos of the construction and opening ceremony for the new playground. The PCSOs will be there and the Area Commander of Thames Valley Police, based at Abingdon, has been invited. Cllr Griffin will give a report on the Parish Council's activities over the past year. There will also be reports from County Councillor Mark Gray and from newly elected District Councillors Sue Cooper and Andrea Powell. The Clerk will organise refreshments and will advertise the event to parents at the school.</p> <p><u>Vacancies for Parish Councillors</u></p> <p>There have been two expressions of interest from Crowmarsh residents but nobody from North Stoke or Mongewell has yet come forward. The vacancies will be advertised on the parish website and in Crowmarsh News.</p>	<p>DR</p> <p>JG</p> <p>Clerk</p> <p>JG</p>

4876	<p>REVIEW OF STRATEGIC PRIORITIES</p> <p>The proposed light controlled (Toucan) cycle and pedestrian crossing at Portway on the A4074 remains at the top of the strategic priorities list, followed by a crossing in The Street at Crowmarsh. Cllr Sherbourne had suggested that a survey of residents could be carried out inviting ideas for other projects. This will be discussed at the June Parish Council meeting.</p>	Clerk (Agenda)
4877	<p>PLANNING</p> <p>Decisions: The Council noted decisions from SODC:</p> <p>P19/S0702/FUL: Conversion of outbuilding to dwelling with associated parking and landscaping. Oakridge, Nuffield Lane Benson (in the parish of Crowmarsh), OX10 6QQ: PERMISSION REFUSED.</p> <p>P19/S0869/HH: Proposed ground floor front extension and porch. 9 Meadow Lane, Crowmarsh Gifford, OX10 8BH: PERMISSION GRANTED.</p> <p>P19/S0441/FUL: Conversion of former commercial Pottery Barn to form a single dwelling, together with associated parking and vehicular access amendments, Blenheim Farm, Icknield Way, OX10 6PR: PERMISSION GRANTED.</p> <p>P19/S0705/DIS: Discharge of conditions 3 (boundaries) and 4 (materials) and 9 (levels) on application P18/S4045/FUL. Erection of detached 2-bed dwelling with integral double garage on land adjacent to the Old Coach House, The Street, Crowmarsh OX10 8EH: DETAILS AGREED.</p> <p>P19/S0456/N4C: Prior approval under Part 3, Class R of the General Permitted Development Order for the change of use from Agricultural to B8 Storage & Distribution (Hay and Grain Barns), Blenheim Farm Barns, Benson OX10 6PR: PRIOR APPROVAL AGREED</p> <p>P19/S0592/DIS: Discharge of conditions 3 (materials) 7 (traffic) and 8 (architecture) on application P16/S2961/FUL. Erection of two detached houses with new (shared) highway access (as amended by drawings received 17 November 2016 removing car ports, alterations of parking arrangements and reducing extent of flat roof to the side of the dwellings). Land fronting Wallingford Road North Stoke OX10 6BD: DETAILS AGREED.</p> <p>P19/S0440/LDP: Creation of new vehicular access to an unclassified road and hardstanding, Blenheim Farm Barns, Icknield Way OX10 6PR: CERTIFICATE OF LAWFUL USE OR</p>	

	<p>DEVELOPMENT GRANTED.</p> <p>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, Centre for Ecology & Hydrology, Maclean Building, Benson Lane, Crowmarsh Gifford OX10 8BB: PERMISSION GRANTED.</p> <p>P18/S2758/DIS & P18/S2184/DIS: CABI International Nosworthy Way Mongewell OX10 8DE Discharge of conditions 16 - fire hydrants, 21 - landscaping and 22 - play area & Discharge of conditions 8 (construction method statement) and 23 (Arboricultural Method Statement) on application P15/S3387/FUL.(amended plans & information received 20 November 2018). 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: DETAILS AGREED.</p> <p>Applications: The Council was not consulted on any applications.</p> <p>Names and numbering</p> <p>The new dwelling at 150 The Street will be named The Old Forge; the house on the corner of Meadow Lane (148 The Street) is now known as Chiltern Villa.</p>	
4878	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>Report on Opening of New Playground and outdoor gym: The grand opening was a great success. The scouts ran a barbecue, the Pre-School had a cake stall and the school PTA served drinks. Waitrose donated recyclable cups. Music was provided by the Roke and Benson Brass Band.</p> <p>Since the opening the use of the playground has exceeded all expectations. Some problems have been caused by the number of families travelling by car and therefore needing parking facilities. Priority for parking at the pavilion needs to be given to hirers. The situation will be monitored. Cllr Soames suggested re-marking the parking bays to provide more spaces.</p> <p>Toilets: Many people are coming in through the front door of the pavilion in order to use the toilets. Mr Strange has suggested using the toilets near to the changing rooms so that people could use the side entrance.</p>	

	<p>An email has been received from a resident expressing thanks for providing the new facilities. The family cannot use the riverside car park as their vehicle, which is adapted for a disabled child, is too high to pass under the barrier.</p> <p>There have been some problems with tensioning the zip wires. Quotes are being sought for a platform to enable children to access this.</p> <p>The re-seeding in the flood compensation areas has not taken. Consideration is being given to turfing or seeding with wild flowers.</p> <p>The black paint on the fence is beginning to chip off due to damage by bikes. Quotes are being obtained for bike racks. It was agreed that a replacement A3 sign could be purchased to replace the A4 one by the outdoor gym.</p> <p>Cllr Griffin reported on a meeting of Wallingford Wildlife Group, who are planning a project to monitor wildlife and biodiversity over the summer. It was thought possibly the nature area may be suitable for a management project in future.</p> <p>Cllr Soames reported that Scottish and Southern electricity company have laid a cable next to the recreation ground at North Stoke and in so doing have damaged the track leading to the ground. They have also left a one metre high pile of soil in front of the gates. Access is needed for the mowers. Cllr Soames will draft a letter of complaint for the Chairman's signature.</p> <p><u>Traffic and Transport</u></p> <p>The Chairman reported that Mrs Amanda Griffin is willing to become the Parish Transport Representative.</p> <p>The Clerk will write a letter for the Chairman's signature to again formally request approval of a toucan crossing on the A4074.</p>	<p>SS/JG</p> <p>Clerk/ JG</p>
<p>4879</p>	<p>REPORTS OF REPS ON OUTSIDE BODIES</p> <p><u>Emery Owen Trust</u></p> <p>Cllr Johnson reported that the trustees had met. He will continue as a trustee as well as Mrs Helen Aplin. The trust maintains the allotments near to Thames Mead and makes grants available to local causes. This year a lot of tree work has been done and the footpath across the allotment land has been maintained. Shrub planting may be considered later this year. The trust is now spending more than its income but does have some reserves.</p>	

	<p><u>North Stoke Village Hall</u></p> <p>Cllr Soames reported that he had contacted the solicitor on behalf of the Parish Council, as custodian trustee. It was agreed that Cllr Soames may act on behalf of the Parish Council.</p>	SS
4880	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> • An invitation has been received for the Chairman to attend the Mayor's Service in Wallingford on Sunday 19th May. • Two invitations have been received to attend the Annual Reception at RAF Benson on 23rd May. • A zero electoral return on expenditure is to be returned to SODC by parish councillors even though there was no election. 	ALL
4881	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held at Crowmarsh Gifford Village Hall on Thursday 6th June, starting at 7.30pm.</p>	
4882	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Cllr Sherbourne reported that a scaffolding platform or cherry picker will be needed in order to install the speed indicator devices. • Cllr Sherbourne reported that an allotment holder has requested a tap to be fitted at the allotments. This will be discussed at the June meeting. 	Clerk (Agenda)
The meeting closed at 10.10 pm.		