



CROMMARSH PARISH COUNCIL

**Minutes of the On-line Parish Council Meeting
Held on Thursday 10th December 2020,
starting at 7.30pm**

Present:

Mr John Griffin	Mrs Liz Ryall (part of meeting)
Prof Andrew Johnson	Mr Stephen Sherbourne
Mr Ken McCrea	Mr Robin Smith
Mr Julian Park	Mr Stuart Soames
Mr David Rowley	Mrs Fleur Stevenson

Attending: Dr Yvonne Peet (Finance Officer) and Mrs Sue Rance (Clerk). One member of the public attended part of the meeting.

Apologies: Mr David Topliss and District Cllrs Cooper and Powell.

Declarations of interest: Cllr McCrea declared an interest in planning application P20/S4518/FUL 'The Sycamores' as his property is adjacent to this proposed development. He took no part in the discussion.

The meeting was quorate.

NO.		ACTION
5104	<p>UPDATE ON PARKING PROBLEMS AT STEPHENS FIELD</p> <p>Ms Elizabeth Burnell, a director of the Residents' Association of Bellamy Way and Stephens Field, addressed the meeting on the subject of the long-term problem of inappropriate parking in Stephens Field and the road leading to the Riverside Park.</p> <p>Ms Burnell queried who is responsible for introducing and monitoring double yellow lines, OCC, SODC or the Parish Council. The County Council would have jurisdiction in Stephens Field which is adopted highway, but SODC has authority on the roads in the Riverside Park.</p> <p>Ms Burnell has written to Cllr Cooper, reporting that there is someone who has been living in a van for the past six months, on the road leading to the riverside car park. Vans are not permitted in the car park.</p>	

	<p>There was a trial period for a week in 2019 when parking was banned in this area, with a view to double yellow lines being introduced. A consultation was held and a large majority of residents were in favour of parking restrictions. The original access road is intended to be closed to vehicles and the new road should become the only access route. Ms Burnell reported that on some occasions it has not been possible for delivery vehicles and ambulances to gain access to houses in Stephens Field and Bellamy Way, due to inappropriate parking.</p> <p>The Parish Council will continue to lobby the District and County Councils for double yellow lines to be introduced. Cllr Griffin has raised this issue again with OCC and copied in our County Councillor, Mark Gray, who took an active part in the consultation. Cllr Sherbourne suggested that SODC would take responsibility for enforcing the parking restrictions if OCC would agree to the double yellow lines being introduced.</p>	
<p>5105</p>	<p>MINUTES OF MEETING HELD ON 5TH NOVEMBER 2020</p> <p>The minutes of the meeting held on 5th November were approved as a true record.</p>	
<p>5106</p>	<p>MATTERS ARISING FROM PREVIOUS MEETING</p> <p><u>Item 5092</u>: Cllr Smith has completed the declaration of interests and this has been submitted to the District Council.</p> <p><u>Item 5079</u>: Cllr Sherbourne confirmed that there are two damaged planters to be replaced at the Queen's Head roundabout as well as the one near the bus stop in The Street.</p> <p><u>Item 5079</u>: P20/S1589/FUL Pedestrian Link at Springs Golf Club: Cllr Griffin will continue to monitor this.</p> <p><u>Item 5080</u>: Cllr Gray has been making enquiries about a possible development at the Hithercroft industrial estate, with access from the A4074. There is no update on this at present.</p> <p><u>Item 5084 Tree planting</u>: Trees are now available; please advise Cllr Sherbourne of any suitable locations.</p> <p><u>Item 5095: Former SODC site</u>: The results of the residents' survey about possible use of the former SODC site are now being analysed and responses will be collated at the end of the year. The District Councillors will be contacted to find out when they need an opinion from the parish council and the results of the survey will be circulated to councillors before a discussion takes place at the January meeting.</p>	<p>SSh</p>

	District Cllr Cooper has been investigating sewage problems near the SODC site, where residual tanks are sited.	
5107	REPORT OF THE COUNTY COUNCILLOR No report submitted.	
5108	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>Local Plan Latest</p> <p>The reason District Councillors were unable to join the parish council meeting was that both were attending SODC Full Council, the main business of which is to discuss the adoption of the Local Plan (LP2035). All of the documents relating to the new Local Plan can be found at https://www.southoxon.gov.uk/south-oxfordshire-district-council/planning-and-development/local-plan-and-planning-policies/forthcoming-planning-policies/our-forthcoming-local-plan/</p> <p>This represents the culmination of a very long and emotionally-charged process, and we'd like to take the opportunity to remind councillors of the relevant history. This Local Plan began its life back in 2014, under the previous administration. In 2018 the plan was hastily re-assembled to meet the government's demands for growth and the City of Oxford's desire to expand. The HIF roads were thrown into the mix with dependencies on plan allocations, so the provision of decent infrastructure became contingent on the building of many thousands of new houses.</p> <p>As you all know, this emerging plan, including controversial sites at Bayswater Brook and Chalgrove Airfield, was submitted for examination in March 2019, just 1 month before SODC Council declared a Climate Emergency and 2 months before the May 2019 local elections, when the Conservative majority at SODC was wiped out and the LibDem/Green Administration took over. Between May and October, the only period during which the new administration had full control over the process, we sought a way to protect much-needed funding for infrastructure, meeting with Ministry officials in London and with County Council lead officers and members to discuss this. We were met with a total lack of political will to improve the outcomes for South Oxfordshire.</p> <p>Cabinet then voted to recommend withdrawal of the Plan on a number of soundness issues, to enable us to begin work immediately on a much more acceptable and climate-sensitive Plan. Officers advised at that time that this would also be the most cost-effective option. However, the Secretary of State, Robert Jenrick, then intervened, placing a holding direction which prevented the motion being discussed at Full Council, denying elected councillors their say and their vote. That first legal direction meant that no progress could be made on the plan for several months.</p>	

Then, in March, a new legal direction from Mr Jenrick forced the Council to take the submitted plan through to adoption by the end of 2020. This meant that our only route to making improvements was at the Examination in Public, effectively as members of the public. Some improvements were made at this stage, including some on community involvement in master-planning, the introduction of the new DES10 zero-carbon housing policy (where there was no such policy at all before) and the prioritisation of cycling and walking. However, the Inspector determined that the Plan was legally sound and he did not remove any of the strategic sites, nor reduce the housing delivery requirement.

The legal direction also made it clear that, should Council vote NOT to adopt the plan, the Secretary of State would take further action, including potentially asking the County Council to adopt the plan or adopting it himself. In February the County Council voted to accept responsibility for implementing the SODC Local Plan should it be asked to do this. So the Plan will be adopted, one way or another, and the choice before us therefore is more about whether we want to retain our powers as a District Council and implement the whole package of policies set out in our new Corporate Plan, or lose those powers (and possibly others) to a 3rd party.

District Councillor Grants

The individual Councillor grant programme has now opened, with a deadline of early February, and a major adjustment to the scheme is that it no longer excludes Parish Councils with their own grant-giving programmes. As last year, we both have £5k to allocate to projects which need a bit of seed funding or complete financing and which can be completed within a year. This year we are linking the grants to the SODC Corporate Plan, so any applications must align with the priority objectives described here: <https://www.southoxon.gov.uk/uncategorised/council-outlines-priorities-in-new-plan/>

Application forms and guidelines can be found here:

<https://www.southoxon.gov.uk/south-oxfordshire-district-council/community-support/grants/councillor-community-grants/>

Plans for Mass Testing and Mass Vaccination

SODC officers are working very intensively with other public sector colleagues from the County Council, Public Health England and the NHS to plan for mass testing and mass vaccination of the local population. The situation remains fluid with news about vaccines hitting our screens every day, but there is no scenario which does NOT involve local Council staff playing a key role. Venues must be identified and secured, supply chain logistics

resolved and resources engaged in order to carry out this huge effort if we are to meet the Government's targets. When this preparatory work is added to the responsibilities of the Community Hub (see below), it is inevitable that some of the "business as usual" activities of the Council will be compromised. All these new tasks are being absorbed by the existing staff at SODC, so we ask for your patience, please, if you have a query or a problem to discuss with the Council as it may take longer than usual to respond or resolve.

Covid-19 support for individuals and families

A reminder that our message to residents is to contact the Community Hub if as result of Covid-19, they need help with access to food, or need to claim the £500 grant if they are instructed to self-isolate.

The SODC Community Hub team is available from:

- 8.30am-5pm Monday to Thursday
- 8.30am-4.30pm on Fridays

Call our Community Hub on 01235 422600 or email communitysupport@southandvale.gov.uk.

Support for small businesses

There is a lot of support available to small businesses in the District, not just with Covid-19 grant schemes, but also how to plan a post-Covid recovery. The best advice we can offer is to keep checking the SVBS website (www.svbs.co.uk) and to sign up for their regular newsletters.

To support local traders, there will be free parking in Wallingford, Didcot, Thame and Henley on different days in the run-up to Christmas (Thursdays, Mondays, Saturdays and Tuesdays respectively).

Covid Marshalls

From 16 November, two new Covid Compliance Marshals have been employed to promote and encourage businesses and residents across southern Oxfordshire to comply with the COVID-19 public health measures to reduce the impact of the pandemic. They will remain in post until March 2021.

Following training, these marshals will be out and about, predominantly in town centres, to engage, explain and encourage good practice around Covid-19 guidance. They will be easily identifiable with hi-vis jackets and identification badges.

The role of these two marshals is not to enforce Covid-19 regulations or to have any enforcement powers. These functions will remain the remit of the council's Environmental Health and Licensing Teams as well as the police.

Brexit Preparations

As if life weren't interesting enough, we are also working on a county-wide communications plan to provide advice for businesses and residents on Brexit. This will include a campaign to remind EU citizens wishing to stay in the UK that they need to register for settled status by the end of June 2021.

Town and Parish Forum

The SODC Communications Team sends very regular updates to Town & Parish Clerks, but there is also much to be gained by bringing them together to discuss issues of common interest or concern. The next Forum, which will inevitably have to be a virtual affair, is planned for the early Spring of 2021, so look out for an announcement in the New Year.

Oxford-Cambridge Arc and a Strategic Vision for Oxfordshire

A recent public webinar on the Ox-Cam Arc gives a really good overview of the Arc (a strategic priority for the Government), what it actually is and what it hopes to achieve. Well worth a watch, if you have the time.

<https://www.youtube.com/watch?v=3ZeO-MKy0CA&t=1219s>

There is (yet) another consultation underway on the Strategic Vision for Oxfordshire, this time on behalf of the Oxfordshire Growth Board (OGB). The Vision focuses very strongly on nature and biodiversity recovery, as well as on carbon neutrality, green innovation and digital connectivity. The consultation can be found at <https://www.oxfordshireopenthought.org/strategic-vision> and it closes on Sunday 3rd January.

Civil Parking Enforcement

The Cabinet approved a recommendation last week to move ahead with taking responsibility for managing on-street civil parking enforcement in collaboration with Oxfordshire County Council. We now expect this to move forward without delay and for powers to be transferred during 2021. This will work alongside our existing off-street parking enforcement powers.

New CIL Spending Strategy

Cabinet also approved a new CIL spending strategy, which will take effect from April 2021. Most of the changes affect how SODC and OCC can spend their allocation of CIL; the Parish

	<p>allocation will remain at 15%, rising to 25% with a made Neighbourhood Plan. This means that OCC will now be able to claim funds to spend on libraries and SEN provision as well as on education and transport. The new rules are much more flexible and should unlock spending on infrastructure projects and healthcare services.</p> <p>Christmas Recycling Quiz and Christmas waste information on our website</p> <p>On a lighter (but no less important) note, we've launched a Christmas-themed recycling quiz that allows you to test your knowledge on what to do with festive rubbish and Christmas leftovers. It's a fun way to help residents deal with all the extra waste at this time of year by putting items in the right bins.</p> <p>We also have a new page on our websites to help people with their waste over the Christmas and New Year period – including information on changes to collection days, what to do with extra waste, Christmas trees, and some videos on how to reduce waste by reusing and recycling items.</p> <p>You can find out more at southoxon.gov.uk/christmaswaste.</p>	
5109	<p>PLANNING</p> <p>Decisions by SODC</p> <p>P20/S3889/HH 27 Benson Lane Crowmarsh Gifford OX10 8ED Proposed ground and first floor rear extension. Planning permission</p> <p>P20/S3870/N1A 55b The Street Crowmarsh Gifford OX10 8EA Conversion of office to 2-bed residential property. Allowed as permitted development, but the new window to the south facing elevation has been removed from the scheme (not permitted development).</p> <p>P20/S3537/HH 4 Whitehouse Road North Stoke OX10 6BA Demolition of existing conservatory. Two storey side and rear + single storey front and rear extensions. Planning permission</p> <p>Consultations</p> <p>P20/S4150/LB Carmel College The Ridgeway Crowmarsh. To widen the access to The Ridgeway. the deconstruction of piers 3 and 4 is required as well as the rebuilding of dwarf walls C & D. No objection but rebuilding proposal must be according to the planning officer's requirements using appropriate materials.</p> <p>P20/S4518/FUL 'The Sycamores' Land east of 206 Crowmarsh Hill Crowmarsh Gifford OX10 8BG. Erection of five dwellings and associated works as phased development. Already agreed; Cllr Griffin will check whether RAF Benson is aware.</p> <p>P20/S3849/HH 84 The Street Crowmarsh Gifford OX10 8ER.</p>	

	<p>First floor extension on top of ground floor utility room to increase size of 1st floor bathroom. No objection.</p> <p><u>P20/S4163/HH</u> 53 Newnham Green Crowmarsh Gifford OX10 8EP. To demolish existing garage to west and erect a two-storey extension. This is the only property in the terrace with an adjacent garage. Where is alternative parking available?</p> <p><u>P20/S4178/FUL</u> The Old Walled Garden Mongewell Park Mongewell OX10 8DA. One for one replacement dwelling (of implemented house). The five houses were conceived as a set of 5 (see http://carrollandpartners.co.uk/project/wall-house/) but assuming it doesn't entail wasteful demolition of a new house, there would be no grounds for objection.</p> <p><u>Proposed Development at Newnham Manor</u></p> <p>The parish council has been informed that this will be considered by the Planning Committee on 26th January.</p> <p><u>Bloor Highway Works at Benson Lane</u></p> <p>The original plans provided for two crossings in Benson Lane, one to the north with a pedestrian refuge and one opposite the entrance to the footpath. Residents have objected to the second one on the grounds that it would hamper residents' parking, so the proposal now is to bring out the pavement and have dropped kerbs on both sides. It is hoped to arrange a meeting between residents, Bloor and the county and parish councils before Christmas. Any crossings should be funded by Bloor as part of the development. SODC will decide the planning permission in conjunction with OCC. Cllr Griffin will circulate details of the meeting when it has been arranged.</p> <p>Neighbourhood plan</p> <p>The neighbourhood plan has now been accepted by SODC for the next stage, the Regulation 16 consultation.</p>	<p>JG</p>
<p>5110</p>	<p>FINANCE</p> <p>a) Payments made in December</p> <p>A schedule of payments made since the last meeting was circulated. As well as salaries, refuse collection and the regular biomisting with Zoono, major expenditure included £1,620 paid to Carroll & Partners for building regulations fees and construction drawings, £720 for the external audit fee, £1,980 for three days' consultancy re. the neighbourhood plan and £3,000 for the topographical survey and preliminary design of the pedestrian crossing for The Street. In addition £96.79 was paid to BGI Limited for allotment insurance to cover £5 million public liability insurance.</p>	

It was proposed by Cllr McCrea and seconded by Cllr Sherbourne that these payments be approved and this was agreed.

b) Accounts for Year to Date

The Finance Officer had circulated a summary of receipts and payments for the period ended 30th November 2020. The total income to date was £146,339.69 including the second half of the precept. Of this, £676 had been received in November from the feed-in tariff.

Expenditure to date was £54,880.30.

The current account bank balance was £156,308.00 and there was £102,339.06 held on deposit. Total funds stood at £258,647.06 at 30th November 2020.

c) Update on Audit Report

The audit report had been completed and there were no matters arising from it. The Finance Officer was thanked for her work on the accounts. A report has been posted on the noticeboard and on the website.

d) Consideration of Draft Budget and Precept for 2021-22

The draft budget had been circulated and included provision of a precept of £39,605. This represented a slight increase on the previous year's precept of £38,201 which was required in order to keep council tax charges at the same level. After discussion, it was proposed by Cllr Park and seconded by Cllr McCrea that the precept be approved and this was agreed. A query was raised as to whether more residents working at home would make a difference to the expenditure but it was agreed that this was difficult to assess without significant research.

The draft budget was considered and it was noted that the actual income to date for the current year has been adversely affected by the closure of the pavilion due to the pandemic, although tennis income has increased. The budget from hirings is speculative but it is hoped to be back on track by summer 2021. It was agreed to review the budget every quarter in the light of this.

The amount of CIL money expected for next year has been confirmed as £70,900 and could be more if further development is carried out during the period.

Provision of £2,500 for playground repairs and maintenance was increased to £8,000 to include additional items such as a possible safety net as well as expenditure of £2,000 for a barrier at the car

	<p>park entrance and expenditure on CCTV.</p> <p>£50,000 was budgeted for pavilion improvements.</p> <p>Provision of £2,000 for maintenance and repairs at the pavilion was increased to £10,000 to include the budget for improvements to ventilation.</p> <p>The budget for tree work was increased by £1,000 to a total of £3,000 for the year.</p> <p>The budget for sports equipment was £10,000 to include replacing the floodlights on the hard-court area with LED ones, which will result in an energy saving.</p> <p>The budget for the year, incorporating the above changes, showed an overall deficit of £5,367.</p> <p>After discussion it was proposed by Cllr McCrea and seconded by Cllr Sherbourne that the budget be approved and this was agreed. A vote of thanks was made to the Finance Officer.</p> <p>It was agreed that the budget would be monitored during the year.</p> <p><u>(e) Any Other Matters</u></p> <p>The Finance Officer has applied for a government grant of £1,300 for lost income from the November lockdown. Cllr Sherbourne reported that Crowmarsh Village Hall has also applied for and received this grant.</p>	
5111	<p>CHAIRMAN'S REPORT</p> <ul style="list-style-type: none"> • The Chairman reported that he is submitting a report to OCC countryside service on the assessment of improvements needed to Watery Lane. • Details of on-line training courses have been circulated and councillors are encouraged to participate if they are interested. • Future of The Bell public house: This is a listed building but the pub has not been open since the lockdown in March. Consideration could be given to registering it as an asset of community value. After discussion it was agreed that Cllr Sherbourne will write to Greene King enquiring what they plan to do with the building. • The Chairman reported on the Oxfordshire Neighbourhood Plans Alliance AGM on 21st November which proved interesting. 	SSh

5112	<p>STRATEGIC PRIORITIES</p> <p>Plans for use of CIL money will be discussed at the February meeting.</p>	
5113	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>Improvements to Pavilion and Recreation Ground</p> <ul style="list-style-type: none"> • Cllr Johnson reported that the architect will apply for building regulations approval for planned improvements to the pavilion. • Options for improving the safety on the main climbing frame are being considered as well as a security camera and a barrier at the entrance to the car park. • A structural engineer will be appointed as the design includes external wall openings, the removal of a wall and increasing the external landing. <p>Playground and Outdoor Gym</p> <ul style="list-style-type: none"> • Cllr Rowley reported that repairs to the roundabout are expected to be carried out in the near future and the train will be repaired in the new year. • Biomisting with Zoono was done on 9th December. • A local resident, who is very appreciative of the facilities at the playground, which have enabled her disabled child to participate fully, has sent photos that show her son enjoying using the roundabout in a wheelchair and using the sensory equipment, to help publicise the facilities and encourage other parish councils to do the same. • The outdoor gym has now reopened following the lockdown and the air walker has been repaired. <p>Other Matters</p> <p>Cllr Stevenson reported that the dog waste bin between the church and the recreation ground is overflowing. She will report this to Biffa via the SODC website.</p> <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> • It was proposed by Cllr Griffin and seconded by Cllr Sherbourne that the council should lend their support to the '20s Plenty for Oxfordshire' initiative and this was agreed. Currently, many older people find it difficult to cross The Street due to the speed of traffic. Clerk will email to confirm the council's support. Cllr Sherbourne reported that there might be a case for a pedestrian 	<p>FS</p> <p>Clerk</p>

	<p>crossing nearer to Wallingford Bridge.</p> <ul style="list-style-type: none"> • Cllr Sherbourne reported that the new bus shelter is now in place near to the Crowmarsh roundabout at Portway. 	
5114	<p>UPDATE ON WEBSITE</p> <p>Cllr Stevenson has been very busy with the results of the residents' survey on future use of the former SODC site. To date 117 responses have been received. Only 100 online responses can be accessed without a subscription. It was agreed to take out a subscription at a cost of up to £25 per month. The subscription may be cancelled once the analysis of the survey results has been completed.</p>	FS
5115	<p>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p><u>Emery Owen Trust</u></p> <p>Cllr Johnson reported on a recent online meeting of the trustees. There has been a drop in income from the campsite this year due to the pandemic. Allotment rents are being reviewed and it has been decided that plots of over 200 sq metres will in future be charged at £20 per annum instead of £15 for smaller ones. Improvements are planned to the footpath alongside the allotments. A number of grant applications are currently being considered.</p>	
5116	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> • The following correspondence was noted: • Citizens Advice information • Bulletin from Neighbourhood Police • Police and Crime Bulletin • Updates from SODC • Update from Healthwatch • Update from OALC • Update from NALC • Notice of speed restrictions on Portway for installation of cable 26 February to 1st April • Chiltern Magazine • Letter of thanks from Homestart for grant 	

	<ul style="list-style-type: none"> • Invitation from Diana Barnett to an event to discuss the Climate and Ecological Emergency (CEE) bill with MPs. • Rural Bulletin • Notice of replacement street name plate in North Stoke • Invitation to Oxfordshire Neighbourhood Plans Alliance AGM on 21st November • Information from Guideposts on their service. • Consultation on Oxfordshire Strategic Vision open until 3rd January 2021. 	
5117	<p>DATE OF NEXT MEETING</p> <p>A schedule of suggested dates for meetings in 2021 had been circulated and these were approved. It is planned to meet online until June.</p> <p>In addition there will be an extra meeting to be held online on Thursday 14th January. This will be a short meeting and the agenda will be circulated early in the new year. This will include a discussion on the results of the residents' survey on reuse of the former council offices site.</p>	
5118	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Cllr Soames reported that the street lighting in North Stoke has not been replaced although this was promised several months ago. The Clerk will make enquiries. • Some complaints have been received about smoke from wood burners in Crowmarsh Gifford. 	Clerk
	The meeting closed at 9.35 pm.	