



# CROWMARSH PARISH COUNCIL

**Minutes of the Parish Council Meeting  
Held at Crowmarsh Gifford Village Hall on Thursday 8<sup>th</sup> September 2016  
starting at 7.30pm**

**Present:**

Mr J Griffin (Chair)	Mrs F Jones
Mr N Hannigan	Mrs A Sharp
Mr A Hermsen	Mr S Sherbourne
Prof A Johnson	Mrs F Stevenson

**Attending:** Ms C M Malcolm (Finance Officer), District Councillor R Pullen and Mrs S Rance (Clerk). One member of the public attended part of the meeting.

**Apologies:** Received from Mr S Soames and Mr D Mannering.

**Declarations of interest:** Cllr Hannigan declared an interest in planning application P16/S2454 as the applicant is known to him.

The meeting was quorate.

The meeting was preceded by a discussion about neighbourhood planning, led by Mr Simon Rowberry, Planning Policy Manager at South Oxfordshire District Council.

NO.		ACTION
4507	<b>MINUTES OF PREVIOUS MEETING</b>  The minutes of the meeting held on 11 <sup>th</sup> August were approved as a true record and signed by the Chairman.	
4508	<b>MATTERS ARISING FROM PREVIOUS MINUTES</b>  <u>Item 4498: Noticeboards.</u> No further news at present.  <u>Item 4498: Quote for Hedge Cutting at Home Farm:</u> Cllr Sharp reported that a quote had been received from Tom Cottrell for £180 +VAT. After discussion it was agreed to accept this.  <u>Item 4498: Grass Cutting.</u> Cholsey Parish Council has asked whether Crowmarsh PC would be interested in a joint venture on the grass cutting contract. The Finance Officer reported that urban grass cutting covers areas within the 30mph speed limit and rural covers areas outside the 30mph limit but within the parish boundary.	

	<p><u>Item 4498: Roadside Vegetation.</u> Vegetation on the Park View approach near the Crowmarsh roundabout is overgrown, resulting in poor visibility for motorists and pedestrians. This is the responsibility of Oxfordshire Highways.. The Finance Officer will email the contact number to Cllr Sherbourne who will contact the Highways Steward, Keith Stenning and keep County Councillor Gray informed.</p> <p>Cllr Jones will report the large pothole at the entrance to the Riverside Park to the Highways Authority via 'Fix my Street'.</p> <p><u>Item 4503 Ash Tree at Jethro Tull Gardens:</u> Cllr Sharp offered to meet with the resident to discuss their concerns.</p>	<p><b>RFO</b> <b>SSh</b></p> <p><b>FJ</b></p> <p><b>AS</b></p>
<p><b>4509</b></p>	<p><b>FINANCE</b></p> <p><b>a) Consideration of payments made in August</b></p> <p>A schedule of payments made in August was presented and the following points were noted:</p> <ul style="list-style-type: none"> <li>• £360 was paid for the external audit.</li> <li>• The insurance cover has been renewed at a cost of £3,600.32..</li> </ul> <p>It was proposed by Cllr Hannigan and seconded by Cllr Sherbourne that the payments be approved and this was agreed.</p> <p><b>b) Accounts Status at 31<sup>st</sup> August</b></p> <p>A report on receipts and payments at 31<sup>st</sup> August was noted.</p> <p><b>c) External Auditor's Report for 2015-16</b></p> <p>The external auditor's report was formally noted. The Finance Officer reported that a note of the council's strategic spending priorities had been submitted with the accounts. No concerns were reported by the auditor.</p> <p><b>d) Any Other Matters</b></p> <p>The Finance Officer reported that all invoices will in future be sent to the Pavilion address. Bank statements will go to the Clerk. The Finance Officer will be leaving Wallingford early in October. On-line banking will be put on hold pending the appointment of a new Finance Officer.</p> <p>A vote of thanks was made to Ms Malcolm for all her hard work, calm efficiency and advice.</p>	

4510	<p><b>CHAIRMAN'S REPORT</b></p> <ul style="list-style-type: none"> <li>• <u>Vacancy for Parish Councillor</u> An expression of interest had been received from a resident, who had been invited to attend a parish council as an observer.</li> <li>• <u>Recruitment of Finance Officer</u>  Two applications and an expression of interest had been received to date. Cllr Hannigan and the Finance Officer are willing to interview; another councillor will be needed to join them. In view of the tight timescale, it is hoped to interview as soon as possible. The Clerk will contact Chris Strange to book the office at the Pavilion and liaise with the candidates and interview panel.</li> </ul>	Clerk
4511	<p><b>PLANNING</b></p> <p><b>Decisions:</b> The Council noted the following decisions from SODC.</p> <p>P16/S2200/HH (Householder): Application proposal, including any amendments: Single storey rear extension. 8 Jethro Tull Gardens, Crowmarsh Gifford, OX10 8DS. PERMISSION GRANTED.</p> <p>P16/S2454/FUL (Full Application): Application proposal, including any amendments: Proposed sub-division of existing residential curtilage and erection of a detached two storey dwelling house. Provision of new rear vehicular access for existing dwelling. 27 Benson Lane, Crowmarsh Gifford, OX10 8ED. PERMISSION GRANTED.</p> <p><b>Applications:</b> The Council was asked to agree its response to SODC on the following applications:</p> <p>P16/S2900/HH (Householder): Erection of a double-storey side extension. 13 Winters Field, Crowmarsh Gifford, OX10 8EE. RECOMMEND APPROVAL.</p> <p>P16/S2454/HH (Householder): Demolition of conservatory to the rear. A partial one/two storey extension to the rear and side to be added. Remove and replace existing timber cladding, additional timber cladding to be added. Chimney to be removed from north elevation. Addition of chimney to the west elevation. Triangular dormer above garage to be removed and replaced with two New England style dormer windows. Removal and replacement of windows to the rear elevation. Additional dormer to rear elevation. Addition of window to ground floor of west elevation. Farmlands, Pickets Lane, North Stoke (in the parish of Crowmarsh), OX10 6BU. RECOMMEND APPROVAL.</p>	

	<p>P16/S2964/HH (Householder): Proposed garden building. Maple Croft, Mongewell (in the parish of Crowmarsh), OX10 8BP. RECOMMEND APPROVAL.</p> <p><b>Application:</b> The Council was asked to agree its response to OCC on the following application:</p> <p>MW.0094/16: Planning application by Grundon Sand and Gravel Limited, Benson Head Office, Thames House, Oxford Road, Benson, Wallingford, OX10 6LX for planning permission for the extraction of sand and gravel with associated processing plant, conveyors, office and weighbridge, parking areas. Construction of new access onto the A4130. Restoration to agriculture, incorporating two ponds, using imported inert materials at New Barn Farm, Cholsey, Wallingford, Oxfordshire, OX10 9HA. RECOMMEND REFUSAL for the following reasons:</p> <ol style="list-style-type: none"> <li>1. This application should wait for the determination of Oxfordshire County Council's Core Strategy, which will decide on policy for mineral extraction for the next twenty years.</li> <li>2. Traffic. This application will generate an increase of heavy goods traffic, further causing congestion along the Wallingford Bypass and connecting roads.</li> <li>3. Pollution. This application will increase air pollution because of the increase in heavy goods traffic.</li> <li>4. This application is in close proximity to two Areas of Outstanding Natural Beauty and could be detrimental to them both.</li> </ol>	
4512	<p><b>UPDATE ON WEBSITE</b></p> <p>Councillors are requested to email to Cllr Stevenson or Cllr Hermsen any ideas on development of the website. A response is awaited from Mr John Gritton about the domain.</p>	
4513	<p><b>REPORTS OF COMMITTEES</b></p> <p><u>Traffic and Transport</u></p> <ul style="list-style-type: none"> <li>• Cllr Jones reported that the County Council has withdrawn their offer to pay for the retiming of the 134 bus service to fit school times and are using taxis instead which cost more. A parish transport representatives meeting was held on 5<sup>th</sup> September and the minutes will be circulated in due course.</li> <li>• Footway widening and levelling work is taking place at The Street in Crowmarsh Gifford next to Newnham Manor.</li> <li>• The design for work on the Portway crossing has been received. Next stage will be a formal request to OCC. It was agreed to proceed with this and to obtain costings for the project</li> </ul>	

	<ul style="list-style-type: none"> <li>• Police speed checks on the A4074 have not been carried out recently. Cllr Sherbourne will follow this up.</li> </ul> <p><u>Environment and Recreation Ground</u></p> <ul style="list-style-type: none"> <li>• Cllr Mannering has posted notices about the system for booking the hard court facilities for tennis. It is hoped to increase income where possible. Chris Strange has reported that the netball team, one football team and the Didcot football team have stopped using the recreation ground. However pavilion bookings are on the increase and it may be possible to develop this side of the facility more.</li> <li>• The half court for basketball is going ahead; this is a facility which will be available to all residents. Consideration is being given to the refurbishment of the children's play area. Grants are available for projects of this type and applications will be made to SODC for the basketball court and, in due course, the play area.</li> </ul>	
4514	<p><b>CORRESPONDENCE</b></p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> <li>• Thames Valley Police Neighbourhood Update.</li> <li>• Chiltern Society Newsletter.</li> <li>• A letter from a local resident was noted. The Chairman will reply.</li> <li>• A potential developer had requested a meeting with the Parish Council prior to submitting a planning application. The Clerk will respond, indicating that the Council will only meet with developers after submission of an application.</li> <li>• The Chairman has asked Howbery Park Estates and Thames Travel about the possible need for a bus shelter on the A4074 opposite Benson Lane. This is being considered by Benson Parish Council.</li> </ul>	Clerk
4515	<p><b>REPORT OF THE DISTRICT COUNCILLOR</b></p> <ul style="list-style-type: none"> <li>• District Councillor Pullen reported on neighbourhood planning.</li> <li>• No news to date on the future of the former SODC offices in Benson Lane.</li> <li>• Discussions on a unitary authority are ongoing.</li> </ul>	

	<ul style="list-style-type: none"> <li>• A planning guidance paper will be circulated with the minutes.</li> <li>• Cllr Jones reported on a proliferation of advertisements on railings on the approach to Didcot. There is an SODC officer responsible for removing unauthorized signs.</li> <li>• A new chief executive has been appointed for South Oxon/Vale of White Horse District Councils with effect from the beginning of September.</li> </ul>	<b>Clerk</b>
<b>4516</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>The next Parish Council meeting will be held on Thursday 6th October at North Stoke Village Hall, starting at 7.30pm.</p>	
<b>4517</b>	<p><b>ANY OTHER BUSINESS</b></p> <ul style="list-style-type: none"> <li>• Three more grit bins are needed at Park View. The Clerk will make enquiries.</li> <li>• Storage of sandbags – to be discussed at November meeting.</li> <li>• An allotment holder has requested taps to be provided at the allotments as the water in the troughs is stagnant. To be discussed at the October meeting.</li> <li>• Strategic spending priorities to be reviewed at the November meeting.</li> <li>• There is a 'toolkit' for a neighbourhood plan on the SODC website.</li> </ul>	<b>Clerk</b>
	The meeting closed at 9.45pm.	