



CROWMARSH PARISH COUNCIL

Minutes of the Parish Council Meeting
Held at Crowmarsh Gifford Village Hall on Thursday 5th June 2025
starting at 7.30pm

Present:

Prof Andrew Johnson	Mr Stephen Sherbourne
Mr David Rowley	Mr David Topliss

Attending: Dr. Yvonne Peet (RFO) and Mrs Sue Rance (Clerk). County Councillor Gavin McLauchlan and District Cllr Andrea Powell attended part of the meeting. One member of the public attended the meeting.

Apologies: Received from Ms Anna Best, Mr John Griffin, Mr Julian Park and Mrs Fleur Stevenson.

Declarations of interest: None.

The meeting was quorate.

A member of the public expressed concern about speeding in Benson Lane and the danger to pedestrians and those with buggies and walking frames, especially as the pavement does not extend as far as the entrance to French Gardens. It was reported that there has been no further news from OCC since the meeting with Gavin Belcher. Cllr McLauchlan will chase this up. Meanwhile it was agreed to ask Chris Strange and Andrew Nesbitt to cut back the vegetation to improve the sight lines.

NO.	ACTION
5746	MINUTES OF ANNUAL PARISH MEETING The Minutes of the meeting held on 8 th May were approved as a true record and signed by the Chairman.
5747	MATTERS ARISING FROM PREVIOUS MINUTES <u>Item 5735:</u> Cllr Sherbourne has put a notice in Crowmarsh News about the unclaimed basketball post and reported that a resident has expressed interest in it if the owner does not come forward. <u>Item 5742:</u> The requested speed survey on the B4009 at Mongewell is currently taking place.

	<p>Item 5735: Grass verge on left hand side of The Street close to Wallingford Bridge. It is uncertain whose responsibility it is to maintain this. OCC Cllr McLaughlan will ask Lorna Baxter of OCC to provide a map of local verges and responsibilities. Cllr Sherbourne will ask Ashburton to quote for cutting this verge.</p>	<p>GMc SSh</p>
5748	<p>REPORT FROM THE COUNTY COUNCILLOR</p> <p>Cllr McLaughlan has attended his first County Council meeting. He has circulated information on a number of County Council initiatives, including the programme to clear roadside gullies and drains. From next month he intends to circulate a monthly report from OCC.</p> <p>Re. the consultation on speed limits on the A4074 Cllr McLaughlan wishes to encourage all residents to express their opinions and highlight the importance of policing the speed limits. He and Cllr Best have a plan of action which could be taken on speeding. Cllr McLaughlan plans to meet with OCC officers on Monday 8th September to show them the problem of speeding vehicles and motorbikes in the local area, including Warborough, Shillingford, Berinsfield and Crowmarsh and would welcome Cllrs Sherbourne and Griffin to be involved with this.</p> <p>Cllr McLaughlan would like to promote quarterly councillor surgeries, with a representative from the MP's office, plus District and County Councillors. Three have already been held in Benson and the next one is scheduled for September 13th at 10am in Benson Parish Hall. It was suggested a surgery could be held at the Crowmarsh Community Café at Crowmarsh Village Hall. The Community Café is held on the second Saturday in the month from 10.30 till 12.00.</p>	
5749	<p>REPORT OF THE DISTRICT COUNCILLORS</p> <p>The District Councillors' report had been circulated and the following points were noted:</p> <ul style="list-style-type: none"> • Cllr Keats-Rohan is now chair of the District Council and Cllr Andrea Powell is vice-chair. The Green Party is now the official opposition to the Liberal Democrats. • The official opening of the accessible moorings took place on 15th May. This will allow wheelchair users and others to access the river. • The Section 106 agreement for the Newnham Manor development has been agreed and sent to the County Council on 23rd May where it is awaiting signature by OCC. 	

	<ul style="list-style-type: none"> During May and June maintenance work on the council's IT systems is being carried out as part of the move from Capita to in-house IT. During this time some systems, including planning, will be unavailable until 9th June. The next Capital Grant scheme is now open for applications. Recommendations on remote meetings are being considered. 																	
5750	<p>REVIEW OF STRATEGIC PRIORITIES</p> <ul style="list-style-type: none"> Watery Lane is important as it provides a good link with the CABI housing development. The footpaths officer will be contacted for recommendations on suitable contractors to carry out the improvements. It was noted that the MG Group (formerly Milestone) is the OCC recommended contractor. Watery Lane is part of the cycling and walking strategy. CIL money will be used to finance the improvements. 																	
5751	<p>PLANNING</p> <p>The following planning matters were noted:</p> <p>P25/S1519/LDP: Lawful development at 7 Winters Field.</p> <p>P25/S1479/LB: Home Farm Cottage, 94 The Street. The Heritage Officer will decide this.</p> <p>P25/S0932/LDE: Two storey dwelling adjacent to Jasmin Mews, The Street.</p>																	
5752	<p>FINANCE</p> <p>a) <u>Consider and agree payments since last meeting</u></p> <p>The Finance officer had circulated a list of payments to be authorized. In addition to salaries and PAYE these were as follows:</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Company</th> <th>Details</th> <th>£ inc VAT</th> </tr> </thead> <tbody> <tr> <td>18.05.2025</td> <td>SLCC (S.Rance)</td> <td>Membership fee</td> <td>110.00</td> </tr> <tr> <td>14.05.2025</td> <td>Amazon (Y. Peet)</td> <td>Stationery and printing</td> <td>21.54</td> </tr> <tr> <td>30.04.2025</td> <td>Grundon</td> <td>Refuse collection April</td> <td>131.45</td> </tr> </tbody> </table>	Date	Company	Details	£ inc VAT	18.05.2025	SLCC (S.Rance)	Membership fee	110.00	14.05.2025	Amazon (Y. Peet)	Stationery and printing	21.54	30.04.2025	Grundon	Refuse collection April	131.45	
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	05.05.2025	Cathedral Leasing	Annual hygiene bin collection	561.60	
	15.05.2025	SSE	Church floodlighting	241.32	
	02.06.2025	Arrow Fencing	Move dog bin/train repairs	504.00	
	24.05.2025	Busy baskets	Supply 132 geraniums	341.90	
	30.05.2025	Shield	Dog bin emptying	225.42	
	20.05.2025	Lister Wilder	Repair Baroness Mower	423.00	
	22.05.2025	OALC	Training day John Griffin	36.00	
	09.05.2025	Bowak	Janitorial products	202.32	
	20.05.2025	TDP	Bench for Robert Sparrow Gdns	480.00	
	05.06.2025	Ashburton	Mowing Crowmarsh 30.04.2025	378.00	

It was proposed by Cllr Sherbourne and seconded by Cllr Johnson that the above payments be approved and this was agreed. Cllrs Sherbourne and Stevenson will authorise the payments on-line.

b) Requests for Grants and Donations

Home-Start Southern Oxfordshire: this organization supports families with young children. After discussion, it was proposed by Cllr Johnson and seconded by Cllr Sherbourne that a grant of £300 be made and this was unanimously agreed.

c) Review of Accounts Status for Year to Date

The accounts status at 31st May had been circulated. The first half of the precept has been received. Payments made in May amounted to £8,084.07 and income received was £1,918.28. Total receipts for the year to date were £32,515.86 and total payments were £19,218.25. Total funds for year to date at 31st May were 224,196.44.

It was noted that five years is permitted for CIL money to be spent from the time it is awarded. Therefore, funds received for 2022/23 (£51,483.83) would need to be spent by 2027/28. At the end of June the budget will be reviewed and an analysis of expenditure and CIL money will be carried out.

	<p>d) <u>Notice of public rights</u></p> <p>The notice of public rights period will be posted on the website and on all noticeboards.</p> <p>e) <u>Review of New Model Financial Regulations</u></p> <p>The new model financial regulations had been edited by the Chairman to reflect the council's practice. The finalized document has been circulated to councillors. After discussion it was proposed by Cllr Sherbourne and seconded by Cllr Johnson that the financial regulations be approved and this was agreed.</p>	
5753	<p>REPORTS OF COMMITTEES</p> <p><u>Environment and Recreation Ground</u></p> <p>The minutes of the committee meeting held on 19th May had been circulated. Cllr Sherbourne is the new committee chair.</p> <p>Three quotes had been received for repairs to the tunnel play mound. Eibe: £5,130 + VAT, Playsource: £5,857 + VAT and Sport and Play: £8,037 + VAT. It was proposed by Cllr Rowley and seconded by Cllr Johnson that Eibe's quote be accepted with "Wet Pour" for the surface. This was agreed. Cllr Rowley has asked Eibe whether this price will still apply if the installation is delayed until September. A reply is awaited.</p> <p>Eibe had submitted an invoice for £441.85 plus VAT for grass matting relating to the tunnel play mound. It was proposed by Cllr Rowley and seconded by Cllr Johnson that it be agreed and this was approved.</p> <p>Arrow Fencing has carried out repairs to the play train which should ensure it is serviceable for another year. The committee would like to consider a replacement for the train for next summer and will consider options. This could be funded from CIL money.</p> <p>Andrew Nesbitt may wish to open the servery on some days during the summer school holidays. The Parish Council would buy the stock and Andrew would run it. This would need careful consideration and a plan for payments as many people do not use cash and only pay by card which could present problems due to cost and number of transactions.</p>	

	<p>Repairs to Sewage Pipes: Xylem, the current contractor, had quoted £8,863 plus VAT and would replace the rusty pipework and give a two-year warranty. The annual service is due shortly and cost £812.97 plus VAT last year. Soma had quoted £6,450 plus VAT and would replace all pipework and offer a ten-year guarantee. They would require a service contract and would charge £180 plus VAT every six months. The committee recommends Soma who could carry out the work in the near future. After discussion, it was proposed by Cllr Sherbourne and seconded by Cllr Rowley that Soma's quote be accepted and this was agreed. The replacement pipework could be funded from CIL money.</p> <p>Nature Area: the management of the nature area is under review. An ecology report will be carried out in July.</p> <p>Maintenance of the inclusive Orbit roundabout: it was noted that there are safety nuts fitted which protect the roundabout. Specialist tools are needed to undo these and Chris Strange is investigating this.</p> <p>Village Signs: Cllr Johnson has now received a reply from OCC about this. The County Council would need to approve new signage before installation. The Parish Council would fund this project.</p> <p><u>Traffic and Transport</u></p> <p>Update on vehicle activated speed sign for North Stoke: Cllr Sherbourne is in touch with OCC about the sign on the southbound carriageway of the B4009 and has contacted Connor Windle about the installation of a pole for a similar sign on the northbound carriageway. This requires OCC's approval and his reply is awaited.</p> <p>Additional vehicle activated speed sign in The Street, Crowmarsh: Cllr Sherbourne would like to install a vehicle activated speed sign on the eastbound carriageway of The Street and has consulted residents living near the proposed location. After discussion, it was proposed by Cllr Sherbourne and seconded by Cllr Topliss that this project be approved and this was agreed.</p>	CS
5754	<p>REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES</p> <p>Emery Owen Trust: Cllr Johnson reported that the Trust has a new Chair. The path from The Street to the allotments is very overgrown with ivy. Cllr Sherbourne will ask Ashburton to quote for clearing this.</p>	SSh

5755	<p>CORRESPONDENCE</p> <p>The following correspondence was noted:</p> <ul style="list-style-type: none"> • Safeguarding Update • Rural Funding News • Police and Crime Bulletin • SODC updates • Chiltern Society Magazine • Healthwatch Oxon update • Parish Online Newsletter. • OALC updates • NALC updates. • Update from Chilterns National Landscape 	
5756	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be held on Thursday 3rd July 2025 at Crowmarsh Gifford Village Hall starting at 7.30pm.</p>	
5757	<p>ANY OTHER BUSINESS</p> <p>It was noted that Openreach is to install full fibre broadband at Park View, Robert Sparrow Gardens and Crowmarsh Hill.</p>	

The meeting closed at 21.15.