

**MINUTES OF THE MEETING OF SOUTH STOKE PARISH COUNCIL  
South Stoke Village Hall 19:30 Monday 16 October 2017**

**Members Present:**

Chairman Roy McMillan (RM)  
Vice Chairman Bryan Urbick (BU)  
Members Gareth Dean (GD)  
Andrew Scrivener (AS)  
Mick Walsh (MW) (From 19:35)

**Officers Present:**

Clerk Colin Ratcliff (CR)

**Public and Press:** James Burrows, Victor Myer, Melvyn Wright, Pat Smith, Graham Tull

**17/631 Apologies for absence**

John Verrill

**17/632 Declaration of Interests**

None

**17/633 Planning Applications – to discuss and agree Council’s response to the following planning applications: Item 5.1 brought forward**

**P17/S3206/O Land at Woodcote Road South Stoke. Residential development (up to 5 dwellings), and associated works, including access. (Deferred from last meeting)**

Cllrs. had met twice with the SODC Planning Officer who has done his initial assessment and has some concerns; more information is required from the agent and there is no Forestry Officer report yet. He asks SSPC to submit an initial report but will not expect a final until the visual impact assessment and tree survey has been done.

Victor Myer had sent AS comments which AS confirmed had been discussed with the Planning Officer. He reminded the AONB carries great weight.

Melvyn Wright raised concerns about the village ‘envelope’ or boundaries and the loss of light to his property.

James Burrows had concerns over the speed of development in the village and the lack of infrastructure.

A brief discussion took place on the history of developments and consultations in the village and SODC policy.

AS said a material issue was the visual impact assessment which he hopes will be done after leaf fall, also that highways issues would need consideration.

**Resolved:** That AS submit a holding objection pending further assessments and the tree officers report.

**17/634 Public Forum**

Regarding item 13. Rights of Way. Graham Tull said he had lived at Newtown Cottages for 22 years and had concerns about the proposal to submit the path outside the cottages as a right of way. He said there used to be a fence across the pathway with removable slats. His deeds state the owners of cottages 1 to 4 can pass and repass over each other’s land which infers there is no public path. He didn’t object to its use but wished to maintain the current status. He has increased screening to his property. He said he always blocked the path each Christmas Day.

It was agreed SSPC would investigate further. (See actions)

Pat Smith said she was concerned about the recent injury accident at the crossroads. MW said he had already contacted OCC Highways and is waiting to meet them on site. His

preferred option would be a staggered junction for a long-term solution. He is also seeking volunteers to assist the PCSO with speed checks.

- 17/635 To approve minutes of the meeting of 18 September 2017**  
**Resolved:** That the minutes be approved and signed by the Chairman.
- 17/636 To receive reports from the representative of Oxfordshire County Council and South Oxfordshire District Council.**  
 Report from Cllr. Bulmer noted.
- 17/637 Community Shop & Village Hall Group (SC&VHG) – to receive an update on activities**  
 RM had spoken to Geoff Ward – 8 architects had been approached, 5 of these wished to submit a tender to take the project through to a full Planning Application. The Group were currently preparing an Invitation to Tender (ITT) and they hoped to update the PC further at its November (20th) meeting..
- 17/638 Housing Development Project Steering Group (HDPSG) – to receive an update on activities**  
 RM reported the Pre-App had been submitted on 22nd September, but that no officer had yet been assigned..
- 17/639 South Stoke Village Hall & Recreation Ground Charity (AC) – to receive an update on activities and consider a S.9 Open Spaces Act grant application of approx. £500 regarding parking bollards.**  
 GD referred to previous representations about parking. The AC had requested a grant of £500 towards bollards, the area was currently fenced off with stakes and rope. BU asked why the grant could not come from the existing £5k annual grant. RM said their operating costs had left a surplus. It was also suggested that the shop should contribute as well.  
**Resolved:** To ask the AC to provide three quotes made out to SSSPC to assess and potentially provide a grant in kind from the remaining AC grant budget for 2017-18.
- 17/640 Finance**
- 1 To approve the payments' report and note receipts for September 2017**  
**Resolved:** That the report be approved.
  - 2 To note the reconciled bank account and reserves balances as at 30 September 2017**  
**Resolved:** Noted
  - 3 To review expenditure against budget as at 10 October 2017, consider any virements in the budget to March 2018 and to receive a draft budget for 2018-19**  
 BU presented the budget report and asked Cllrs to scrutinise and any provide bids for 2018-19 prior to the next meeting when the budget and precept would be considered. MW requested provision be made for highways improvements.  
 (AS left at 2045 hrs)  
**Resolved:** That the proposed adjustments in appendix D to the 2017-18 budget be approved.
  - 4 To receive and approve audited accounts for 2016-17**  
**Resolved:** That the accounts be approved
  - 5 To consider ratification of Clerk's hours at 25 per month**  
**Resolved:** That the clerk be paid for 25 hours a month plus holiday pay entitlement

**17/641 To review the South Stoke Emergency Plan**

It was agreed the Clerk would update the plan and that it should not be published on the website due to personal information

**17/642 To discuss the Posters and Signs Policy in relation to Estate Agent's signs**

It was agreed that councillors or the clerk could remove signs in contravention of the policy but BU reminded there should be consistency in actions.

**17/643 To review progress on actions**

See list below - new comments being in bold.

**17/644 To receive items of correspondence and agree actions arising.**

**1 Further information about SODC's Town & Parish Forum on 1st November**

RM would attend, and BU would also attend if commitments permitted A question would be posed on the village boundary.

**2 Thames Valley Police's priorities over the next 5 years**

Noted. It was mentioned that the PCSO, Mark Bell does a good job in the village and the clerk was asked to pass that on.

**3 Telephone call from a developer – following advice from SODC officers - expressing interest in the PC's plans for future development in the Parish.**

RM said a developer had approached him asking whether SSPC were considering development on the 'Ducker' land. RM had said no but was concerned SODC appeared to have been discussing SSPC matters with developers.

**4 Other correspondence – RM had received an email from the school headteacher asking about locations for tree planting following an application for saplings from the Woodland Trust. RM had discussed with the AC and Chris Bertrand – the Recreation Ground Steward - who suggested that the recreation ground was the best place for this planting and that he/Chris was happy to liaise with the School and take the matter further.**

**17/645 Matters for future discussion**

GD asked for a discussion regarding notification of planning applications – and their results - in the newsletter.

RM stated he and Ian Haslam had attended a briefing by SODC on their 2033 Local Plan. There was little detail on small villages but an average of between 5-10 % increase proposed. The consultation ends on 22 November and he asked councillors to review the draft plan for consideration of any response at the next meeting.

**17/646 Next Meeting – confirmed as Monday 20 November 2017 at 19:30 in South Stoke Village Hall.**

The Chairman declared the meeting closed at 21:58

**Abbreviations (where used):**

<b>AC</b>	Amenities Charity (South Stoke Village Hall and Recreation Ground Charity)
<b>AONB</b>	Area of Outstanding Natural Beauty
<b>OCC</b>	Oxfordshire County Council
<b>PCSO</b>	Police Community Support Officer
<b>SODC</b>	South Oxfordshire District Council
<b>SSPC</b>	South Stoke Parish Council

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
	Parish Plan Refresh (PPR)	<b>Housing Development Project SSHDP</b> <b>Cllr McMillan</b>  See minute 17/581 See minute 17/600 <b>See minute 17/638</b>	RM	Unknown	Open
		<b>Network Rail &amp; Electrification Infrastructure</b> <b>Cllr Urbick</b>  The line between Didcot and Reading is now electrified.  19/6/17 BU stated NWR had been chased regarding consultation but no reply yet 21/8/17 See Notes re John Howell MP discussion – no change to process. 18/9/17 RAG trying to arrange a meeting with NWR <b>16/10/17 Meeting due on 19 October</b>	BU	Unknown	Open
		<b>Better Road Safety</b> <b>Cllr Walsh</b>  Summary – SSPC are seeking to improve road safety through the village in discussion with OCC. Speed monitoring has been carried out.  19 June 2017 OCC have proposed they will fund a gate at either end of the village on B4009. To replace the current 30mph signs with larger ones, to redo the roundels, tidy all road markings and fit a pole for a flashing speed sign. They would not agree to count-down markers before the limit. MW is trying to obtain costs for a pinch point and stated flashing speed signs would be ~£7k each. It was agreed to accept OCC's offer and review the extras should funding be identified.  Questions were posed regarding design of and potential sponsors for the gates  18/9/17 – OCC have placed work orders <b>16/10/17 Some works completed. MW chased up the roundels See minute 17/634 regarding accident at cross roads – awaiting site visit</b>		November 2017	Open
	Parish Tree Management	The number of location of trees on public land to be identified. RM agreed to continue his work mapping all trees within public areas of the greater part of the Village. 19/9/17 GD raised concern over a tree near the school. RM will pass on owner's details (CC)	RM	Unknown	Open
17/598	Shop and Village Hall Project	<b>Shop and Village Hall Project</b>  21/8/17 Pre-App response received. Budget required for next stage. <b>16/10/17 See minute 17/637</b>	RM	November 2017	Open

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
17/599	Dovecot Manor Farm	<b>Repairs to Dovecot</b> 21/8/17 RM to speak to owners 19/9/17 RM spoke to owners who said it is on the list – no timeframe. He spoke to SODC who are concerned and will contact the owners	RM	December 2017	Open
17/606	Grass cutting Quotes	<b>Ad-Hoc grass cutting</b> 21/8/17 GD to obtain quotes 19/9/17 GD getting further contacts	GD	December 2017	Open
17/596	Footpaths	<b>Evidence Gathering for designated footpaths</b> <b>Three paths to be researched.</b>  19/9/17 Agreed to include path by Railway Cottages. Request to go in Newsletter asking for evidence of use over 20 years <b>16/10/17 See minute 17/634 RM had received one written and one verbal response so far. He will make some direct approaches. The extent of evidence required to be investigated.</b>	RM	December 2017	Open
17/603	Grant Application	<b>Application to Cllr. Bulmer to support the shop and village hall consultancy costs</b> <b>16/10/17 BU will follow up</b>	BU	December 2017	Open
17/624	The Park	<b>Meeting with the School to discuss options for the Park. 16/10/17 Approaches made – awaits a meeting</b> <b>As JV could not attend and had not been able to present a summary plan to take the tennis courts proposal further, this matter will be brought forward at the November meeting. RM advised that he had met with the SODC Activities officer that afternoon, and had discussed the potential plan for 2 tennis courts on the Park.</b> <b>She would now be sending details which might assist in the planning and funding of same.</b>	GD/MW  JV  RM	November 2017  November 2017  November 2017	Open  Open  Open
17/626	Storage	<b>To locate and review documents for long term storage</b> <b>16/10/17 Arranged for 2pm Friday 3/11</b>	RM/CR	December 2017	Open