

**MINUTES OF THE MEETING OF SOUTH STOKE PARISH COUNCIL**  
**South Stoke Village Hall 19:30 Monday 18 September 2017**

**Members Present:**

Chairman Roy McMillan (RM)  
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, Henry Venners

**17/612 Apologies for absence**  
Bryan Urbick (BU)

**17/613 Declaration of Interests**  
None

**17/614 To approve minutes of the meeting of 21<sup>st</sup> August 2017**  
Item brought forward  
**Resolved:** That the minutes be approved and signed by the Chairman.

**17/615 Public Forum**  
Discussions under next item

**17/616 Planning Applications – to discuss and agree Council’s response to the following planning applications:** Item 2 brought forward

**2 P17/S3206/O - Land at Woodcote Road South Stoke RG8 0JJ Residential development (up to 5 dwellings), and associated works, including access**

Outline planning application on 0.4 Hectares, some confusion over the number and type of houses. Henry Venners (HV) (agent for applicant) confirmed the application form was correct: five dwellings, two of which would be affordable, despite no requirement to provide affordable given the size of development. The layout is currently illustrative only. James Burrows (JB) felt the application should be determined by the full planning committee as it is seeking agreement in principle to build on green farmland and urged SSPC to ask the District Councillor to call it in.

Victor Myer echoed JB’s points about setting a precedent, it is on a single lane track which is already congested, the land has natural beauty with significant forestry to take into account and is concerned about loss of wildlife.

Melvyn Wright said he moved 10 years ago to the adjacent plot. The applicant had already cut down some large trees and asked how far development should be extended into green land.

HV agreed the development was on the edge of the village and was marginal but quite contained inside the trees so would have little effect upon distant views. He would write to clarify the affordable housing offer, which would also depend on SODC’s s.106 process. He confirmed all other trees would be preserved.

MW was concerned about the spread of the village and that trees may disappear.

RM said SSPC had been in touch with SODC Tree Officers about the application.

AS mentioned the case officer had offered to meet SSPC and suggested meeting him prior to any final decision. He felt the village was protected by policy, it was a well screened plot, not dense, relatively sympathetic.

RM agreed with AS, well protected visually apart from Mr Wright's property.

**Resolved:** AS, GD, MW & RM to meet with the Planning Officer and final decision to be agreed after that. It was also resolved to ask the case officer to delay the "end consultation date" until after the October meeting (16<sup>th</sup>) of the SSPC, so that our final submission could be discussed at that meeting.

**1 P17/ S0329/HH and P17/S0330/LB Appeals to the Secretary of State. Pond House, The Street, South Stoke RG8 0JS. New entrance porch, link between house and adjacent outbuilding, and garden room.**

SSPC had recommended refusal, SODC refused. Nothing to add to original submission for the appeal process.

**17/617 To receive reports from the representative of Oxfordshire County Council and South Oxfordshire District Council.**

Report from Cllr. Bulmer Noted

**17/618 Community Shop & Village Hall Group – to receive an update on activities**

RM had spoken to Geoff Ward – there was no response yet on costs / budget. RM would again ask Geoff Ward to provide architect cost/quote details at the October (16<sup>th</sup>) SSPC meeting.

**17/619 Housing Development Project Steering Group (HDPSTG) – to receive an update on activities**

RM said the Diocese expect to submit the Pre-App at the end of the week and he has asked to see the covering letter prior to submission.

**17/620 Amenities Charity (AC) – to receive an update on activities.**

GD had nothing to report

**17/621 Finance**

**1 To approve the payments report and note receipts for August 2017**

**Resolved:** That the report be approved.

**2 To note the reconciled bank account and reserves balances as at 31st August 2017**

**Resolved:** Noted

**3 To review expenditure against budget as at 16 August 2017**

AS reminded CR the second tranche of grant was due to the AC

**Resolved:** That the following adjustments to the budget be approved:

1. Increase insurance to £1,232
2. Increase auditing by £30

**4 To consider a grant application by Be Free Young Carers**

**Resolved:** That no grant could be made and that SSPC, as a policy, does not hold a general budget for grant bids from outside the village.

**17/622 To consider a funding application by Going Forward Buses CIC and a request for volunteer drivers**

It was noted the recent South Stoke BBQ – which had been very well organised by Nigel Bond - raised approx. £1600 for Going Forward Buses and they are grateful for the funds. The request for volunteer drivers was noted.

**17/623 To consider additional items to be covered by SSPC's insurance policy**

MW had circulated details from the AC, concerning details and likely replacement costs for items of value in the Village Hall, which they wished to be covered, a new proposal had been received. He was comfortable with the policy wording and title for the AC.

**Resolved:** To accept the amended proposal and recharge the difference to the AC

**17/624 To consider future options for The Park**

In the absence of JV or a summary report a brief discussion took place on options, including the idea of two tennis courts, potential for other sports facilities and interest from the school. There was no support for garden extensions.

**Resolved:** That GD and MW would meet with the school / governors to discuss potential uses.

**17/625 To consider a response to SODC's Consultation on Revised Section 106 Planning Obligations**

The proposals were felt to be reasonable and no response required.

**17/626 To consider actions required to locate and store SSPC's retained documents.**

Papers are currently in a filing cabinet, some in councillor's houses and some may be with the AC and the bank.

**Resolved:** That the Clerk and Chairman identify and sort relevant documents and consider long term storage

**17/627 To review progress on actions**

See list below - new comments being in bold.

**17/628 To receive items of correspondence and agree actions arising.**

**1 Town and Parish Forum 1 November – attendees**

RM would attend. GD asked him to raise a question on the village envelope/boundary

**2 SODC consultation on the Local Plan – attendees for briefing on 11 October**

RM and Ian Haslam to attend.

**3 SODC Methodology Feedback – email received on consultation**

RM would review the documents and respond if necessary

**4 Emergency Plan and Workshops – email asking for interest in attendance**

CR will deal with the annual survey and circulate current plan for review next meeting. No interest in attending the workshops

**17/629 Matters for future discussion**

CR reported a draft budget would be presented at the next meeting and asked for bids for any projected funding.

GD had questions on Estate Agents' signage – AS suggested circulating the policy again prior to a discussion next meeting.

**17/630 Next Meeting – confirmed as Monday 16 October 2017 at 19:30 in South Stoke Village Hall.**

The Chairman declared the meeting closed at 21:22

**Abbreviations:**

<b>AC</b>	Amenities Charity (South Stoke Village Hall and Recreation Ground Charity)
<b>OCC</b>	Oxfordshire County Council
<b>SODC</b>	South Oxfordshire District Council
<b>SOHA</b>	SOHA Housing



Minute	Item	Action/Progress	Action By	Complete/ review date	Status
	Parish Plan Refresh (PPR)	<p><b>Housing Development Project SSHDP</b>  <b>Cllr McMillan</b></p> <p>See minute 17/581  <b>See minute 17/600</b></p>	RM	Unknown	Open
		<p><b>Network Rail &amp; Electrification Infrastructure</b>  <b>Cllr Urbick</b></p> <p>The line between Didcot and Reading is now electrified.</p> <p>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.  <b>18/9/17 RAG trying to arrange a meeting with NWR</b></p>	BU	Unknown	Open
		<p><b>Better Road Safety</b>  <b>Cllr Walsh</b></p> <p>Summary – SSPC are seeking to improve road safety through the village in discussion with OCC. Speed monitoring has been carried out.</p> <p>22 May 2017 A constructive meeting with Keith Stenning and Mark Francis from OCC had taken place and the results of the survey would support changing the speed limits. There was no support for 20mph in the village except for The Street because of the Primary School and the frequent walkers using the Ridgeway National Trail which traverses this road. Various ideas had been discussed and would now be subject to consultation, the preparation of costs and quotations plus any financial support from OCC. It was asked that a report on these matters should be available ahead of the June PC meeting. The Police could be involved and Trust Oxfordshire may help with a grant towards the costs.</p> <p>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.</p> <p>Questions were posed regarding design of and potential sponsors for the gates  <b>18/9/17 – OCC have placed work orders</b></p>		October 2017	Open

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
	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. <b>19/9/17 GD raised concern over a tree near the school. RM will pass on owner's details (CC)</b>	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.	RM	October 2017	Open
17/599	Dovecot Manor Farm	<b>Repairs to Dovecot</b> 21/8/17 RM to speak to owners <b>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</b>	RM	December 2017	Open
17/606	Grass cutting Quotes	<b>Ad-Hoc grass cutting</b> 21/8/17 GD to obtain quotes <b>19/9/17 GD getting further contacts</b>	GD	December 2017	Open
17/596	Footpaths	<b>Evidence Gathering for designated footpaths</b> <b>Three paths to be researched.</b>  <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>	RM	December 2017	Open
17/603	Grant Application	<b>Application to Cllr. Bulmer to support the shop and village hall consultancy costs</b>	BU	October 2017	Open
17/624	The Park	<b>Meeting with the School to discuss options for the Park</b>	GD/MW	November 2017	Open
17/626	Storage	<b>To locate and review documents for long term storage</b>	RM/CR	December 2017	Open