

**Minutes of the meeting of the Annual General Meeting of South Stoke Parish Council
held on Monday 20 June 2016 at 7.30 p.m. in South Stoke Village Hall**

Present:- Cllr. Roy McMillan (RM) - Chairman
Cllr. Chris Bertrand (CB)
Cllr. Andrew Scrivener (AS)
Cllr Bryan Urbick (BU)
Cllr. John Verrill (JV)

Officer:- Sue Gill (SG).

Members of the public:- Mrs Brown, Mrs Gatto, Mrs Guiver, Mr Hogg, Mr and Mrs Kennedy,
Mrs Richardson, and Mrs Stroud

District & County Councillor: none

399/16 **Apologies for absence:** Cllr. Mick Walsh (MW)

400/16 **Declaration of interest**
Cllr McMillan declared an interest in the Glebe Field development
Cllr Bertrand declared an interest in the Amenities Committee

401/16 **Minutes of the meeting of 17 May 2016**
These were agreed as a correct record and signed by the Chairman.

402/16 **Reports from OCC and SODC**
The Clerk had previously circulated Cllr Bulmer's monthly report to all Councillors and a copy can be found on the Parish Council's notice board.

403/16 **Planning Applications**
6.1 P15/S3767/FUL – South Stoke Primary School, erection of sports panels in playground to enhance physical activity. Installation of 'School Keep Clear' markings to be installed outside school as per recommendation of Transport Development Control.

Before taking comments from the residents, Cllr McMillan asked Cllr Scrivener to give an update and his observations. Cllr Scrivener reported that as of the date of the meeting there were 25 objections and 5 supporting letters. The application lacked a Design and Access statement and showed no evidence of public benefit.

After a great deal of discussion and views from residents present and all councillors the following was agreed.

Resolution: The Parish Council Committee voted REFUSED for the following reasons: SSPC STRONGLY believe that the application is contrary to policies CSQ3, CSEN1 and CSEN3 and the public benefit does NOT

outweigh the category 'less than substantial harm' referred to by the Conservation and Design Officer.

SSPC would be willing to remove the objection if the following changes are made to the application:

- The structures immediately adjacent to the street are removed in the entirety,
- No remaining boards to include any advertising,
- Paint specification to be a minimum five years to first maintenance,
- The remaining structure to be made available to the wider community in line with Sport England requirements.

UNANIMOUS

Mrs Brown thanks South Stoke Parish Councillors for their understanding and decision.

6.2 P16/S1779/HH – Ditton Cottage, The Street – Construction of new single storey building to rear of garage.

Resolution: The Parish Council Committee voted APPROVED

UNANIMOUS

6.3 P16/S1184/HH – The Old Stables, Ferry Road- replacement of semi-conservatory (now demolished) to east elevation with single story entrance porch. Alteration to single story part gabled/part flat roofed utility room on west elevation to create gable. Rendering to south (street side) elevation and part east elevations.

Resolution: The Parish Council Committee voted REFUSED owing to the proximity of College Farm

UNANIMOUS

6.4 P16/S1884 & S1885/HH – 2 Glebe Cottages, Wallingford Road – Proposed part single storey, part two storey rear extension.

Resolution: The Parish Council Committee voted NO STRONG VIEWS

UNANIMOUS

404/16 **Roles and Responsibilities** This item is to be added to the agenda for July.

405/16 **Finance**

1. To receive and approve the Receipts and Payments Report.
The Clerk reported verbally that all was correct.

2. To approve cheques for payment
Resolved: to approve payments as follows:

Cheque No	Payable to	Amount	VAT content
1178	Goring Press (June Newsletter)	£165.75	
1169	Ashburton Limited (3 invoices)	£600.00	£100
1170	G Ambler	£120.00	
1171	Came & Company	£136.24	
1172	RJS (IA) Ltd (internal auditor)	£180.00	
1173	Christchurch (Bus shelter)	£10.00	
1174	Amenities Charity (reimbursement of electrics)	£30.00	
1175	G Felix (Queen's 90 th Birthday celebrations)	£267.05	
1176	Chris Bertrand (reimbursement)	£215.54	
1177	Mick Walsh (reimbursement of insurance for Queen's 90 th Birthday celebrations)	£21.00	
1179	HMRC (June)	£39.20	
1180	S Gill (June)	£156.82	
1181	S Gill (Expenses)	£47.76	

3. To receive and approve the Bank Reconciliation.
4. To receive the internal auditor's report for the year 2015 – 2016.
 The internal auditor did not like the new format of accounts and found them disjointed and difficult to follow. A mock up of the past layout was shown to him with an increase in font size after separating payments and receipts and he was content with this approach. The approved accounts would now be forwarded to BDO.

However, the internal auditor is very concerned to learn that it has been agreed that the Parish Council would be paying the Village Hall utilities bills and other items and reclaiming the VAT which he said was not possible. The Clerk had checked with OALC who concurred with the auditor but Cllr Urbick would speak to the contact at OALC who had been at a meeting with the Parish Council and the Amenities Committee and had encouraged this way forward.

406/16

Village Paths - subsequent to the last parish council meeting and a comment raised by Mrs Gatto, a paper from Oxfordshire Countryside Access Forum circulated to all Parishes, had been received. Councillor Bertrand would look further into whether the parish can claim paths not mentioned as Public Rights of Way. It was agreed to add Village Paths as an Action item so that the matter was reviewed on a regular basis.

- 407/16 **The Park** It was agreed by all Councillors that The Park would be discussed further at the September meeting when it was hoped all Councillors would be present.
- Mrs Richardson reminded the Parish Council that she and her husband were still interested in leasing part of The Park that adjoins their land. The Councillors responded that no firm decisions had been made about The Park and the terms of the lease did not allow for subletting. Therefore, once plans are in place such a matter would have to be referred to Christ Church
- 408/16 **Devolving Powers to Towns and Parishes** Councillors McMillan and Bertrand had attended a workshop in Henley on Tuesday 7 June. Councillors Walsh and Scrivener would attend a workshop in Didcot on 28 June. Councillors McMillan and Bertrand early thoughts was that the message was a 'sales pitch' against the proposals of how Oxfordshire could be an unitary authority. To be added to the Action List.
- 409/16 **Amenities Committee Report**
None
- 410/16 **Correspondence**
1 Letter from Adrian Duffield
2 Letter from HR, IT and Technical Services re Summer Town and Parish Forum on 12 June. Cllr McMillan will attend and the clerk to complete the paperwork.
3 Robin (Responsible Oxfordshire Business Involvement Network) Invitation to an event.
4 Letter from Anne Richardson, Corporate Projects Officer, SODC and supporting paperwork re South Stoke Parish Plan Refresh from John Cotton.
- 411/16 **Action from Previous Meetings**
The action list was reviewed and changes made - see revised listing. New comments in bold.
- 412/16 **Date and time of the next meeting:**
Monday 18 July 2016, at 7.30 pm in the Village Hall.

Minute item	Item	Action/Progress	Actionee	Completed or review date	Status
13-10 8.3	Road maintenance issues	The ditch on Ferry Rd, and replace the small piece of missing fence between Low Wood. & The Old Vicarage. RMc to chase OCC again in April and enlist the support of Cllr Bulmer. The ditch at Cross Keys Road needs looking at again. No one turned up for the meeting on 20 June and therefore it will be rearranged.	CB & RMc CB & RMc	June 2016 June 2016	Open Open
8.5	Village Website	Training to be given in updating website	BU	July 2016	Open
221/15	134 Bus Wallingford to Goring via The Stokes	RMc reported that from 21 st July the local bus service would lose its OCC subsidy, but that Messrs Go Ride CIC would then operate a reduced hours commercial service between approx 8.15am – 3.00pm, hourly in each direction. This would be on a trial basis. Fares would have to be increased to £4 - £5. Bus passes would continue to be accepted. Obviously if passenger numbers declined there would be a real possibility of Go Ride discontinuing the route. Investigations would continue to take place to see if there is a possibility of running an in house service in conjunction with other parishes.	 RMc	 June 2016	 Open
182/15	Village Plan Refresh	High Priority: Housing Development Group (HDG) Cllr McMillan The Diocese and their planning consultants would now hold further discussions with the Group, and had suggested that they might be able to provide both financial and technical support to help the Parish put together a Neighbourhood Development Order or similar. The next Group meeting with the Diocese & their planning consultants is scheduled for 4th May. RMc had met with Gail Wooton to seek joint meeting with SODC planning on 25 May 2016. Several officers from SODC Planning would be attending to progress a Neighbourhood Development Order for the Glebe Field. Preplanning on Outline plan would be paid for by the Diocese who are not Looking for a pecuniary windfall.	 RMc	 June 2016	 Open
215/15		RMC reported that the Diocese had agreed to pay for their Planning consultants' time in terms of working towards the Drawing of an outline layout design and the completion of a Draft NDO. RMc also confirmed that the Diocese had state that they/the Diocese were not seeking any pecuniary windfall, as a Result of any future housing development in this field. Mtg with AS, RMc and Ian Haslam to be set up.	 BU	 June 2016	 Open

		<p>Permanent Village Shop Premises Cllr Urbick</p> <p>See minute 350/16</p> <p>The group are making grant enquiries, no negative Comments have been received about the proposed plans.</p>	BU	July 16	Open
		<p>New or remodelled Village Hall Cllr Scrivener</p> <p>A structural survey report on the Hall is awaited</p> <p>RMc will chase the report. Report now received</p>	RMc	July 2016	Open
		<p>Network Rail & Electrification infrastructure Cllr Urbick</p> <p>Network Rail public consultation on possible alternative designs and a subsequent possible retrofit now due in the sur</p> <p>The Design Review Panel had received 70/80 designs which Had been reduced to 3 -4 for consultation in September. RAG still committed to pursuing legal claim.</p> <p>The railway line should now be treated as electrified at all times and that from 27 June testing would be taking place. A further meeting with RAG is planned for 14 July.</p>	BU	July 2016	Open
		<p>Better Road Safety Cllr Walsh</p> <p>Cllr Walsh reported that speed monitoring equipment could possibly be loaned FOC and a survey done in-house.</p> <p><i>Lower Priority:</i> as some villagers had expressed an interest</p>	MW	July 2016	Open
		<p>Improve Wildlife and Environment Cllr Verrill</p> <p>JV following up Chiltern Preservation Society Birdwatch</p> <p>On line tailored survey</p> <p>Writing bespoke survey to be fed into national survey</p> <p>Swallow and Martin watch – usually arrive 21 April</p> <p>Survey over Easter Weekend</p> <p>Questionnaire available for May Bank Holiday 28/29/30 May.</p> <p>Consideration of a skip for 2-3 days</p>	JV		Closed
		<p>Safe Cycle Route to Little Stoke Cllr McMillan</p> <p>Meeting with one of the landowners scheduled for the Summer</p>	RMc & BU		

211/15	SS School Playground	See minutes of 8 December 2015 See minute 365/16 See comment at start of minutes May 2016 See minute 403/16 6.1	BU	~July 2016	Open
251/15	Parish verges	A meeting had taken place on 23 November with Cllrs McMillan & Bertrand and an OCC officer. Further information will be forwarded - when received - from OCC Highways for consideration by the Parish Council.	CB & RMc	July 2016	Open
329/15	Queen's Birthday Celebrations 12 June 2016	A grant of £500 has been budgeted by the PC in the F year. Ideas being considered: Street Party, activities on the rec. Celebration on the Rec, beacon to be lit, Punch & Judy, Field games, best hat/crown parade. Blessing by the Vicar - 3pm Budget submitted by CB and grant form completed to be Returned to SODC Cllr McMillan to finalise budget	RMc, CB & BU SG RMc	May 2016 May 2016 July 2016	Closed Closed Open
333/15	Parish Tree Management	The number and location of trees on public land to be identified. RMc to map trees – on going	CB RMc	Feb 2015 June 2016	Open Open
377/16	Rec Lane Traffic Calming Measures	Dan Hazel could repair road to include sleeping policeman: 2 x full width and 2 x half widths and added curbstones. Further quotations awaited.	CM/RMc	June 2016	Open
407/16	The Park	Plans and updates to be discussed fuller in September 2016	All	Sept 2016	Open
406/16	Village Footpaths	The footpaths around the village, adopted and used to be reviewed on a regular basis.	CB	Sept 2016	Open
408/16	Devolving Powers	Further discussions to take place once all Councillors have attended the workshop.	All	July 2016	Open