

**Minutes of the meeting of the Meeting of South Stoke Parish Council
held on Tuesday 20 September 2016 at 7.30 p.m. in South Stoke Village Hall**

Present:- Cllr. Roy McMillan (RM) - Chairman
Cllr Bryan Urbick (BU)
Cllr Andrew Scrivener (AS)
Cllr. Mick Walsh (MW)

Officer:- Sue Gill (SG).

Members of the public:- Mr Geoff Ward

District & County Councillor: none

441/16 **Apologies for absence:** Cllr. John Verrill (JV)
Cllr. Chris Bertrand (CB)

442/16 **Declaration of interest**
Cllr McMillan declared an interest in the Glebe Field and any potential development plan

443/16 **Minutes of the meeting of 2016**
These were agreed as a correct record and signed by the Chairman.

444/16 **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.

445/16 **South Stoke Community Shop/South Stoke Village Hall** Councillor McMillan had previously circulated a paper following on from meetings with the Shop Development Group and the Village Hall Group. The Shop Development Group were aiming to raise approximately £300,000 and a new Village Hall would no doubt be a similar cost.

A sub-committee of the South Stoke Parish Council has now been formed consisting of Geoff Ward (Shop Board), Ann Powell (Amenities Committee), Cllr Andrew Scrivener (The Village Hall Development Group), Cllr Chris Bertrand (Parish Council).

The objective is to arrive at, a specification for a joint Hall and Shop building, with car parking, and leading on the best place to locate it, on either the Recreation Ground, The Park or the Glebe Field.

The Group plan to finish its investigations before the end of the year and report back to the Parish Council with their recommendations.

Meanwhile, it was agreed that an article would be written by Cllr Roy McMillan for insertion into the October edition of the SSP Newsletter, and that the subject would be a regular agenda item for each future Parish Council Meeting, until the recommendations had been received.

Resolved The working group would investigate the feasibility of a joint Village Hall and Shop.
UNANIMOUS

Resolved The working group would be a sub committee of South Stoke Parish Council. UNANIMOUS

Resolved Chris Bertrand would be the Parish Councillor representative on the working group committee. UNANIMOUS

446/16 **Planning Applications**

1 **P16/S2530/HH** The Malt House, The Street, RG8 0JS Extension to Garage
Resolution: The Parish Council Committee voted AGREED UNANIMOUS

447/16 **Parish Insurance** Councillor Walsh had previously circulated a paper to all Councillors regarding the parish insurance which is due for renewal at the beginning of October. Three quotations had been received from Came & Company and after discussion it was decided to accept the quotation from Hiscox which had wider covers and offered value for money. The Amenities Charity (who paid a percentage) had had prior notice of the quotations and supported the acceptance of Hiscox.

Resolved to accept the quotation for £1143.33 from Hiscox via Came & Company for the Parish Insurance for a three year undertaking. UNANIMOUS

448/16 **Finance**

1 To receive and approve the Receipts and Payments Report.
 Copies of the reporting pack had been circulated prior to the meeting.

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

Cheque No	Payable to	Amount	VAT content
1193	St Andrews Church	£700.00	
1194	SS Village Hall & Recreation Ground Charity	£2500.00	
1195	BDO (external audit)	£162.00	
1196	Goring Press (August Newsletter & June reissued)	£194.45	
1197	HMRC (September)	£39.20	
1198	S Gill (Clerk's wages September)	£156.82	
1199	S Gill Expenses – stationery and stamps	£91.13	£14.09
1200	Ashburton Ltd (Recreation Ground Grass Cutting)	£1500.00	£250.00
1201	Environment Agency (Landing Place)	£68.04	
1202	SODC Planning	£45.00	

3. To receive and approve the Bank Reconciliation.



4. External Audit – BDO

1 BDO had been critical of the Parish Council over lack of detailed minuting regarding the Village Hall no longer being an asset of the Parish Council, and lack of acknowledgement of last year's accounts.

2 To receive the report for the accounts 2015 – 2016 signed off by BDO. The form inviting villagers to inspect the accounts is on the notice board.

Resolved to accept the audit report from BDO UNANIMOUS

3 To appoint BDO as external auditors for 2016/2017

Resolved to accept BDO as external auditors for 2016-2017 UNANIMOUS

449/16 **The Park** Councillor Verrill was unable to attend the meeting and his report had not been circulated so the agenda item will be carried forward to October.

To help with the planning of the use of the Park Councillor McMillan had had a discussion with the Head Teacher of South Stoke Primary School to ask whether the school had any interest in the use of an area of the Park. The Head Teacher had responded that the school would be interested in some piece of the land, near to the school, for the use of curricular activities, sport and play. The school would be responsible for fencing the area off and would be prepared to pay rent. If such an agreement was reached in the future, the school - as a result - would reduce its use of the Recreation Ground. RMc had advised Ms Rogers that the PC would consider the school's interest, when it came to deciding on the future use of the land.

450/16 **Dates for future Parish Council Meetings:** Meetings until the end of 2016 would remain as planned: Tuesday 18 October, Tuesday 15 November and Tuesday 13 December. Dates for 2017 are as follows: Monday 16 January, Monday 20 February, Monday 20 March, Monday 2 April and Monday 15 May (AGM). The Parish Annual Meeting would be held on Thursday 6 April.

451/16 **Amenities Committee Report** (circulated by Cllr Bertrand)

- 1 The Amenities Charity had been informed they would resume the paying of the utility bills. Grass cutting decision to come.
- 2 Ben Pitts did have the necessary public liability.
- 3 The edges along the kerbs had not been cut.

452/16 **Action from Previous Meetings**

The action list was reviewed and changes made - see revised listing. New comments are shown in bold print.

453/16 **Correspondence**

Notice received of a Temporary Traffic Regulation Notice for a road closure at South Bank on 10 October for three days. Access would be available to those residents who live within the closure area. RMc to draft a note for the October newsletter.

454/16 **Date and time of the next meeting:** Tuesday 18 October 2016, at 7.30 pm in the



Village Hall.

Minute item	Item	Action/Progress	Action by	Completed or review date	Status
13-10 8.3	Road maintenance issues	The grips on the Woodcote Rd, the ditch on Ferry Rd, and replace the small piece of missing fence between Low Wood. & The Old Vicarage.	CB & RMc	June 2016	Open
		The ditch at Cross Keys Road needs to have all the undergrowth and overhanging vegetation cleared, but it was agreed that this should wait until after the annual OCC verge clearance - scheduled for early July - had taken place. When this was done, Cllr Bertrand to ask Graham Ambler to undertake any further clearance necessary.	CB	Aug 2016	Open
		The OCC Highways representative had not turned up for the meeting on 20 June and therefore it will be rearranged.			
		The meeting with OCC Highways representative – Gordon Hunt - had finally taken place and it had been agreed, once again, that OCC would undertake the above three long outstanding items. RMc to confirm to OCC in writing - once again!	RMc	Jul 2016	Open
		Councillor McMillan circulated a draft agreement from OCC Highways re the parish taking on various highways functions. To be discussed on 18 August.	RMc	Aug 2016	Open
		Cllrs Bertrand & Urbick to approach alternative contractors, and Cllr Walsh to be asked to investigate the possibility of the PC's insurance policy carrying the extra £5M cover for any contractor whose own policy was only £5M. Quotation now received.	CB, BU & MW	Oct 2016	Open
		Meanwhile pending a resolution of this, RMc advised that the OCC annual verge cutting for South Stoke is now apparently scheduled for the month of Sept. RMc chasing for completion of work.	RMc	Oct 2016	Open
8.5	Village Website	Training to be given in updating website	BU	Oct 2016	Open
221/15	134 Bus Wallingford to Goring via The Stokes	<p>RMc reported that from 21st July the local bus service would lose its OCC subsidy, but that Messrs Go Ride CIC would then operate a reduced hours trial 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.</p> <p>Messrs Go Ride had recently indicated that they were now considering ceasing operations on this and other routes at end November.</p> <p>Investigations would continue to take place to see if there is a possibility of running an in house service in conjunction with other parishes.</p> <p>RMc said that he would be meeting on 5th Sept with OCC to discuss the Comet project - the use of OCC mini-buses</p>			



		<p>that are not in use between 10 am and 3pm each Monday to Friday – apparently 2 of these vehicles are based at OCC’s Wallingford depot.</p> <p>RMc also advised that Barton Village has been successful in financing and setting-up a timetabled community mini-bus service using volunteer drivers. RMc hoped to find out more about how this had been achieved.</p> <p>RMc to meet with Bob Savage of OCC on 27 September, to discuss the possible use of two currently under-utilised OCC Wallingford based mini-buses, to provide an emergency return service to Goring & South Stoke residents for shopping in Wallingford on 2 or 3 days each week.</p> <p>Second possibility - when Go Ride finishes on 26th November, their current supervisor might be interested in taking over the operation.</p> <p>RMc noted that in either of the above cases, it was more than likely that both Goring and South Stoke PCs would be approached for financial and possibly administrative support.</p>	RMc	Oct 2016	Open
182/15	Parish Plan Refresh (PPR)	<p>High Priority:</p> <p>Housing Development Project (HDP) Cllr McMillan</p> <p>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.</p> <p>The next Group meeting with the Diocese & their planning consultants is scheduled for 4th May.</p> <p>RMc had met with Gail Wooton to seek joint meeting with SODC planning on 25 May 2016. Several officers from SO Planning would be attending to discuss the possibility of the Group and the Diocese jointly producing a Neighbourhood Development Order for the Glebe Field. Pre-planning for an outline plan would be paid for by the Diocese.</p>	RMc	Oct 2016	Open
215/15		<p>RMc reported that the Diocese had agreed to pay for their Planning consultants' time in terms of working towards the Drawing-up of an outline layout design and the completion of a draft NDO.</p> <p>RMc also confirmed that the Diocese had stated that they/the Diocese were not seeking any pecuniary windfall, as a result of any future housing development in this field.</p> <p>Mtg with AS, RMc and Ian Haslam to be set up.</p> <p>A group Mtg would take place on 1st September. A plan for a second Parish-wide questionnaire with greater detail to lead into a Neighbourhood Development Order or a Neighbourhood Plan – now that Christ Church had come on the</p>	RMc	June 2016	Open



		<p>scene, seeking the PC's re-action to the development of pote up to 3 sites in and around the village.</p> <p>AS, IH and RMc had had a meeting with the diocese on 20 September. The Planning Consultant would be preparing a layout for consultation of 25 – 30 houses during the next three weeks. If such development eventually was proceeded with, there could be substantial financial benefits to the village.</p>	RMc	Sept 2016	Open
			RMc	Oct 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. The plan was being held for six weeks until a decision has been taken about the future of the Village Hall. RMc & AS had meet with Geoff Ward. The shop group were not keen on a joint venture. The main options were to keep the Village Hall going or combine with the Shop Project (SP) Group to plan a joint new shop and a new Hall on the Rec. AS to arrange a joint meeting between Representatives of the VH Development Group and the SP Group.</p> <p>See minute 445/16</p>	AS	August 2016	Closed
			AS	Oct 2016	Open
		<p>New/Remodelled Village Hall Project (VHP) Cllr Scrivener</p> <p>A structural survey report on the Hall is awaited RMc will chase the report. Report now received</p> <p>Meeting due to take place week commencing 22 August 2016.</p> <p>See minute 445/16</p>	RMc & AS	August 2016	Closed
			RMc & AS	Sept 2016	Closed
			AS	Oct 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. Meeting held on 11 July and designs looking possible. Legal fires still burning and there may not be an Answer until December 2016/February 2017</p> <p>Strategy meeting due to take place on 29 September</p>	BU	August 2016	Closed



		<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>See minute 434/16 re speed limits</p> <p>Look at costs of various traffic calming and speed restriction notices</p>	MW	Oct 2016	Open
		<p><u>Lower Priority</u>: as some villagers had expressed an Interest</p> <p>Safe Cycle Route to Little Stoke Cllr McMillan</p> <p>Meeting with one of the landowners scheduled for the Summer</p> <p>Meeting with Catherine Ducker now hoped for in October</p>	RMc & BU	Oct 2016	Open
251/15	Parish verges	<p>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.</p> <p>Keith Stenning of OCC Highways had advised that the PC would be offered a contract and supporting grant of approx' £800 + PA if it agreed to cut the verges within the village's 30 MPH zone</p> <p>A quotation would be sought from Graham Ambler, and OCC's contract would be scrutinised for all requirements and related insurance conditions. Final decision to be made at the August PC mtg.</p> <p>MW to be asked to check as to whether the £10M indemnity required by OCC is viable</p>	CB & RMc All MW	July 2016 Aug 2016 Sept 2016	Closed Open Open
333/15	Parish Tree Management	<p>The number and location of trees on public land to be identified.</p> <p>RMc to map trees – on going</p>	CB RMc	Feb 2016 Oct 2016	Open Open
407/16	The Park	<p>Plans and updates to be discussed fuller in September 2016 RMc had contacted OCC Highways and they had agreed to that it would be possible to lay in an access driveway from the Ferry Rd end of the Park.</p> <p>It was agreed to accept the charge of £45 for a formal Statement from SODC Planning, in writing, confirming that the installation of 2 hard tennis courts, would not need formal planning permission and would be sanctioned under "Permitted Development" rights. RMc to request written confirmation from SODC.</p> <p>A request had been made to SODC for written confirmation of "permitted development" and the £45 cost was accepted.</p> <p>JV to ensure details about tennis courts etc are circulated prior to the meeting in October</p> <p>See minute 449/16</p>	All RMc JV	Sept 2016 Aug 2016 Oct 2016	Open Open Open



406/16	Village Footpaths	CB had identified the Bier Path, the footpath to the riverbank and the path across the Glebe Field as not being shown as Public Footpaths by OCC, and he would take this matter up with the County Council.	CB	Oct 2016	Open
436/16	Telephone Kiosk	CB to investigate further use and place an article in the newsletter inviting villagers to comment.	CB	Oct 2016	Open