

**Minutes of the meeting of the Meeting of South Stoke Parish Council
held on Tuesday 18 October 2016 at 7.30 p.m. in South Stoke Village Hall**

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

Officer:- Sue Gill (SG)

Village Hall and Shop Sub committee:- Mr Geoff Ward

Members of the public:- None

District & County Councillor: None

455/16 **Apologies for absence:** None

456/16 **Declaration of interest**

Cllr McMillan declared an interest in the Glebe Field and any potential development Plan

Cllr Bertrand declared an interest in the Amenities Charity

457/16 **Minutes of the meeting of 20 September 2016**

These were agreed as a correct record and signed by the Chairman.

458/16 **South Stoke Community Shop & Village Hall (Sub-committee)**

Mr Geoff Ward reported on behalf of the committee.

The committee had received input from Ann Powell and Diana Hathaway regarding the village hall's requirements which was based on today's requirements and it was felt that they should be looking forward to a growth in numbers in the village.

The sub-committee are now looking at the details so an outline design could be put forward based on the current number of homes in the village plus growth over the next thirty years. The design would take into account H&S and fire regulations allowing for 120 theatre style, sufficient lavatory requirements, access, storage etc. The committee hope to have the work completed in time to make a report with recommendations on specification and location choice before or at the next Parish Council Committee Meeting on 15th November.

459/16 **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.

460/16

Planning Applications

- 1 **P16/S3110/HH** 12 Chapel Close, RG8 0JW –Partial garage conversion and ground floor side extension, new ground floor pitched roof replacing flat roof.

Resolution: The Parish Council Committee voted AGREED
UNANIMOUS

- 2 **P16/S3317/HH** Frewins, The Street, RG8 0JS – single storey rear extension and porch.

Resolution: The Parish Council Committee voted NO STRONG VIEWS
Subject to SODC's views on the flood zone plan
UNANIMOUS

Cllr Scrivener suggested it would be SSPC's policy to comment on whether a planning application is within Flood Zone 1 or 2.

461/16

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
1207	SS Parochial Church Council Reissued	£700.00	
1203	SS Village Hall & Recreation Ground Charity Room hire	£126.00	
1204	Came & Company (insurance)	£1143.33	
1206	Goring Press September	£260.00	
	HMRC (September)	£39.20	
	S Gill (September)	£156.82	
1205	Ashburton Ltd	£372.00	£62.00
1208	G Ambler	£45.00	
1209	Thames Water (The Park)	£25.58	

3. To receive and approve the Bank Reconciliation.
4. The Clerk circulated a sheet giving the costs to date for Ashburton. It was agreed that in future before the invoice(s) was paid, Cllr Bertrand would authorise payment. As this is a grant in kind to the South Stoke Village Hall and Recreation Ground Charity, it was agreed that the 'gift' would be to a maximum of £3000 per annum and a reconciliation would be carried out at the end of February.

5. **Budget 2017 -2018**

Cllr Bertrand asked for money to be available for cutting back the ivy, currently strangling the trees which line each side of the lane to the slipway.

It was agreed to try to ensure that the increase was no more than 2%.

Cllr Verrill asked for money to be available for facilitation fees for the tennis courts project.

Cllr Urbick would circulate a draft budget for 2017-2018 prior to the November meeting for discussion at the meeting.

462/16

The Park - Tennis Courts Cllr Verrill handed out a pack to each Councillor containing details: formation of a CASC (Community Amateur Sports Club), formation of a CIC (Community Interest Company) and LTA funding package.

He reported that to build two courts rather than one would be more cost effective and that the ground works could be done 'in-house'. The approximate cost of two courts would be £35,000.

Areas to take into consideration: accessibility, car parking and changing facilities. There were various standards of surface requiring lower maintenance but good durability.

Clr Verrill recommended that a Community Interest Company is formed and thereafter a Community Amateur Sports Club. The first shareholder would be SSPC. The Clerk is to establish whether a Parish Council can set up a CIC, and whether a Parish Council can own a share in a CIC. Also can a CIC hold charitable status? Cllr Verrill reported that unless there is a CASC set up there would be no funding from the LTA unless a Tennis Court is formed under the banner.

463/16

Amenities Committee Report (circulated by Cllr Bertrand)

1. Amenities Committee are only responsible for the day-to-day management and maintenance of the Village Hall, Recreation Ground and the White Hill Quarry site.
2. Doors to the Village Hall would be professionally painted.
3. £1750 was raised through Open Gardens and the Summer BBQ. It is proposed to use this money to renew the drapes around the interior of the stage, the purchase of 1 or 2 outside table tennis tables, draught excluder around the inner door into the hall.
4. Consideration is being given to the appointment of a caretaker for the Village Hall

464/16

Action from Previous Meetings

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

465/16

Correspondence

- 1 A notice from the Head Teacher, Amanda Rogers, giving details and timings for the work on the playground had been previously circulated and was acknowledged by all Councillors.

- 2 An email had been received inviting Councillors to attend a Town and Parish Forum to be held at the River and Rowing Museum on Thursday 4 November. Cllrs McMillan and Scrivener would attend and the Clerk to book their places.

466/16

Date and time of the next meeting: Tuesday 15 November 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
		Verge cutting took place on 7 October. RMc to inform OCC that they would not going to proceed with their proposal.	RMc	Nov 2016	Open
		CB proposed that Graham Ambler does the verge sight lines and a large outfit does them once a year to inhibit the growth of saplings.	CB	Review Jan 2017	Open
8.5	Village Website	Training to be given in updating website	BU	Dec 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 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. Messrs Go Ride had recently indicated that they were now considering ceasing operations on this and other routes at end November.			

		<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 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> <p>Cllr McMillan reported that GoRide had agreed that they would now continue until the end of January 2017 with the current timetable. This extension would give a couple of months to Mike Ward - a Goring resident - to set up a CIC bus company, register it and agree a timetable with the traffic commissioners, acquire two mini buses and contract a main driver and at least one backup driver.</p>	RMc	Oct 2016	Open
			RMc	Oct 2016	Open
			RMc	Jan 2017	Open
182/15	Parish Plan Refresh (PPR)	<p><i>High Priority:</i></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 SOI 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>			



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 scene, seeking the PC's re-action to the development of potential 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 a development was eventually approved by way of a Neighbourhood Plan, there could be substantial financial benefits to the village.</p> <p>Cllr McM reported that a meeting of the Steering Group will be held on 1 November. A meeting had been held with S who were steering the Committee towards a Neighbourhood Plan. It was suggested that the village was ringed allowing in-fill to be considered but nothing outside the ring.</p>	<p>RMc</p> <p>RMc</p> <p>RMc</p>	<p>June 2016</p> <p>Sept 2016</p> <p>Oct 2016</p>	<p>Open</p> <p>Open</p> <p>Open</p>
		<p>Permanent Village Shop Premises Cllr Urbick</p> <p>See minute 350/16</p> <p>SP Group.</p> <p>See minute 445/16 See minute 458/16</p>	RMc	Nov 2016	Open
		<p>New/Remodelled Village Hall Project (VHP) Cllr Scrivener</p> <p>Meeting due to take place week commencing 22 August 2016.</p> <p>See minute 445/16 See minutes 458/16</p>	AS	Nov 2016	Open
		<p>Network Rail & Electrification infrastructure Cllr Urbick</p> <p>Strategy meeting due to take place on 29 September</p> <p>Cllr Urbick reported that a meeting was to be held on 19 October 2016 challenging the discrimination act as Network Rail has not widened the pavement to the station.</p> <p>Better Road Safety Cllr Walsh</p>	<p>AS</p> <p>BU</p>	<p>Nov 2016</p> <p>Nov 2016</p>	<p>Open</p> <p>Open</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> <p>Cllr Walsh reported that a seven day survey 24 hours a day at four points would cost £400 plus VAT. It was suggested the locations would be alongside each bus stop on the B4009, Ferry Lane and The Street. It was agreed to proceed.</p>	MW	Nov 2016	Open
		<p><u>Lower Priority</u>: as some villagers had expressed an Interest</p> <p>Safe Cycle Route to Little Stoke Cllr McMillan Meeting with one of the landowners scheduled for the Summer</p> <p>Meeting with Catherine Ducker now hoped for in October</p>	RMc & BU	Nov 2016	Open
251/15	Parish verges	<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>	All	July 2016	Closed
			MW	Sept 2016	Closed
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	Feb 2016	Open
			RMc	Nov 2016	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 See minute 416/16</p>	All	Sept 2016	Open
			RMc	Aug 2016	Open
			JV	Oct 2016	Open
			JV	Nov 2016	Open
406/16	Village Footpaths	<p>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.</p> <p>It had been reported that the pavement outside Glebe Cottages was not user friendly especially since drives had</p>			



		Been added. A wheelchair user had great difficulty. OCC to be contacted for help and guidance.	CB	Nov 2016	Open
436/16	Telephone Kiosk	CB to investigate further use and place an article in the newsletter inviting villagers to comment. CB having difficulty making contact with the organisation that deals in red phone boxes.	CB	Nov 2016	Open
	The Park/Tennis Courts	The Clerk to check the viability of the Parish Council having a CIC	SG	Nov 2016	Open