

**Minutes of the meeting of the Meeting of South Stoke Parish Council  
held on Tuesday 15 November 2016 at 7.30 p.m. in South Stoke Village Hall**

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

**Officer:-** Sue Gill (SG)

**Village Hall and Shop Sub committee project leader:-** Mr Geoff Ward

**Members of the public:-** Mr G Ward, Mr D Kennedy, Mr I Haslam, Mr M Scarratt  
& Mr S McKay

**District & County Councillor:** None

467/16 **Apologies for absence:** Cllr John Verrill

468/16 **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

469/16 **Minutes of the meeting of 18 October 2016**  
These were agreed as a correct record and signed by the Chairman.

470/16 **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.

471/16 **South Stoke Community Shop & Village Hall (Sub-committee)**  
The Parish Council Committee received a comprehensive report from the subcommittee to be considered and discussed at the Council Meeting on 13 December. The report would be aligned with the Housing Development Project and thoughts about The Park.

472/16 **Planning Applications**  
None

473/16 **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
1213	Goring Press September	£260.00	
1214	HMRC (September)	£39.20	
1215	S Gill (September)	£156.82	

3. To receive and approve the Bank Reconciliation.

4. **Budget 2017 -2018**

Cllr Urbick circulated a draft budget for 2017 – 2018 showing a 6% increase in the precept.

£500 had been budgeted towards the community bus service, £1500 seed money for the relocation of the shop, £2000 for the Neighbourhood Development Plan and £2000 for traffic calming. No monies would be put aside towards the Village Hall in the financial year 2017 – 2018.

The clerk's wages would increase by 10% and the contracted hours would increase from 22 hours to 30 hours per month.

474/16 **Amenities Committee Report**

- 1 Doors to the Village Hall would be professionally painted.
- 2 The toilet floors had been redone
- 3 New drapes had been organised for the stage.
- 4 Tickets were now available for the Sound of Music.

475/16 **SODC's Town and Parish Meeting** held on 2 November 2016 at the River and Rowing Club, Henley. Cllrs McMillan and Scrivener had attended the meeting. A planning update was given by Adrian Duffield, along with a leisure update and a new corporate plan. Cllr Scrivener reported that there were continuing problems with land supply for house-building in South Oxfordshire and Government targets were not being met, which consequently had the effect of Government Inspectors over-turning some SODC planning decisions when appeals were heard.

476/16 **Action from Previous Meetings**  
 The action list was reviewed and changes made - see revised listing. New comments are shown in bold print.  
 It was suggested a link to Fix by Street was added to the Parish website making it easier for residents to lodge problems with the roads especially potholes.

477/16 **Correspondence**  
 None

478/16 **Date and time of the next meeting:** Tuesday 13 December 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	Closed
		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	Closed
		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	Closed
		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	Closed
		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	Closed
		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 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.  Second possibility - when Go Ride finishes on 26 <sup>th</sup> November, their current supervisor might be interested in taking over the operation.  RMc noted that in either of the above cases, it was more			



		<p>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> <p><b>RMc reported that a contract with a garage was being Set up for the maintenance of the buses.</b></p>	RMc	Jan 2017	Open
182/15	Parish Plan Refresh (PPR)	<p><u>High Priority:</u></p> <p><b>Housing Development Project (HDP)</b> 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 &amp; 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 SODC 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	June 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 1<sup>st</sup> September.</p> <p>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 is to be held on 1 November. A meeting had been held with SODC</p>	RMc	Sept 2016	Open
			RMc	Oct 2016	Open



		<p>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><b>Dr Murfitt of the Chilterns Conservation Board has been invited to meet with RMc, as some concern has been registered by the constraints that AONB status imposes on any housing developments, other than just in-fill.</b></p>	RMc	Dec 2016	Open
		<p><b>Permanent Village Shop Premises</b> Cllr Urbick</p> <p>See minute 350/16</p> <p>SP Group.</p> <p>See minute 445/16 See minute 458/16 <b>See minute 471/16</b></p>	AS	Dec 2016	Open
		<p><b>New/Remodelled Village Hall Project (VHP)</b> Cllr Scriven</p> <p>Meeting due to take place week commencing 22 August 2016.</p> <p>See minute 445/16 See minute 458/16 <b>See minute 471/16</b></p>	AS	Dec 2016	Open
		<p><b>Network Rail &amp; Electrification infrastructure</b> 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><b>Ongoing</b></p>	BU	Dec 2016	Open
		<p><b>Better Road Safety</b> 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> <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> <p><b>MW to follow up</b></p>	MW	Nov 2016	Open



		<p><b>Safe Cycle Route to Little Stoke</b> Cllr McMillan Meeting with one of the landowners scheduled for the Summer</p> <p>Meeting with Catherine Ducker now hoped for in October</p> <p><b>RMc had now met with Catherine Ducker to discuss the headland option on B4009, and she had confirmed that this option could be investigated further. Cllr McM had also spoken with Martin Bullock, concerning the Ch Ch owned portion of the headland route, and was awaiting feedback.</b></p>	RMc	Dec 2016	Open
333/15	Parish Tree Management	<p>The number and location of trees on public land to be identified.</p> <p><b>CB agreed to take over the mapping of all trees within public areas of the greater village part of the Parish.</b></p>	CB	Feb 2016	Open
			CB	Feb 2017	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. 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> <p><b>It was resolved to put the tennis court project on hold until such time the location of the new shop and village hall had been resolved.</b></p>	All	Sept 2016	Open
			RMc	Aug 2016	Open
			JV	Oct 2016	Open
			JV	Nov 2016	Open
					Closed
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 been added. A wheelchair user had great difficulty. OCC to be contacted for help and guidance.</p> <p><b>Meeting due to take place on 24 November.</b></p>	CB	Dec 2016	Open
436/16	Telephone Kiosk	<p>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.</p>	CB	Nov 2016	Closed



	The Park/Tennis Courts	<p>The Clerk to check the viability of the Parish Council having a CIC.</p> <p>The Clerk reported that after seeking advice from various organisations via the Parish's membership and a solicitor that care should be taken. It certainly was not possible to operate as a charity and claim VAT.</p>	SG	Nov 2016	Closed
476/16	Website	Add Fix My Street to the Parish Website for easy access for residents.	BU	Dec 2016	Open