

MINUTES OF THE MEETING OF SOUTH STOKE PARISH COUNCIL
South Stoke Village Hall 19:30 Monday 20 November 2017

Members Present:

Chairman Roy McMillan (RM)
Vice Chairman Bryan Urbick (BU)
Members Gareth Dean (GD)
Andrew Scrivener (AS)
Mick Walsh (MW)

Officers Present:

Clerk Colin Ratcliff (CR)

Public and Press:

James Burrows, Victor Myer, Melvyn Wright, David Kennedy, Geoff Ward, Maurice Scarratt, PCSO Mark Bell

17/647 Apologies for absence

John Verrill

17/648 Declaration of Interests by Councillors on any items on the Agenda

None

17/649 Public Forum

Mark Bell said he hoped to attend meetings occasionally. There had been a speed check on 19 November for 30 minutes with one driver doing 39mph warned. Planning a community speed watch with MW. The Neighbourhood Policing Team are responding to complaints about speeding and not just accidents. The NHPT are running an operation on hare coursing in rural areas and encouraged callers to use the 999 system to report any seen.

17/650 Planning Applications – to discuss and agree Council’s response to the following planning applications: Item 6.1 brought forward

1 P17/S3206/O Land at Woodcote Road South Stoke. Residential development (up to 5 dwellings), and associated works, including access. (Deferred from last meeting)

A Landscape Assessment Plan had now been received. Mr Burrows submitted some photographs that show how much ivy is on the trees which dominates the screening, he believed the ivy would be removed which would open up the views greatly. Mr Myer feared heavy pruning to allow sunlight into gardens. Mr Burrows also mentioned a badger sett on the site which is a pocket of wildlife. Mr Wright reiterated his previous comments about the development of ‘green’ land. BU thought the forestry officer’s report seemed indifferent, there was agreement from councillors the ivy provided the main winter screening.

Resolved: That the council recommend refusal on the grounds of an inadequate Landscape Assessment, the ivy, over intensification on the edge of the village, the impact on the AONB and wildlife.

17/651 Community Shop & Village Hall Group (CS&VHG) – to receive an update on activities Item 8 brought forward

Mr Ward had submitted a report about tenders for an architect. Mr Kennedy declared an interest in that one of the architects is doing work for him. Discussion took place on the relative merits of the responses. Mr Kennedy pointed out that at least £3k contingency might need to be allocated to the project over the tendered bids. RM asked if there was any timeframe to a planning

Signed:

R. McMillan Dated: 18 December 2017

application, GW said further consultation would be needed so a minimum of 6-9 months. Issues to be resolved before a decision included visiting preferred candidate's recent work; a new village hall at Aldworth, advice on VAT, the format of the ownership of the project, SSPC or Charity? Questions were raised about a potential contribution from the Amenities Charity and whether a Landscape Assessment would be needed. A decision on preferred architect to be on the next agenda. RM advised that he was awaiting information from CFO on recent new village hall builds where both the local PC and a local Charity were involved – which might give guidance as to the best route to follow.

17/652 To approve minutes of the meeting of 16 October 2017

Resolved: That the minutes be approved and signed by the Chairman.

17/653 Chairman's announcements

None

17/654 Planning Applications – to discuss and agree Council's response to the following planning applications:

- 2 P17/S3975/DIS Ramsbury House Woodcote Road South Stoke. Discharge of condition 3 - Schedule of Materials on application ref. P17/S0889/HH Garage and garden room**
Noted.

- 3 To consider a process for monitoring of decisions and CIL**

RM referred to Appendices A and A1

Resolved: That the spreadsheet would be maintained by AS and backdated to 1 April 2016. A standing agenda item will be added on CIL.

- 4 To consider questions for the District Councillor regarding the CIL process**

BU had submitted two questions direct to Cllr. Bulmer, no other questions were suggested.

17/655 To receive reports from the representative of Oxfordshire County Council and South Oxfordshire District Council.

Report from Cllr. Bulmer noted.

17/656 Housing Development Project Steering Group (HDPSTG) – to receive an update on activities

RM is attending a meeting on 22/11, along with representatives of the Diocese, concerning the Pre-Application consultation with SODC Planning for the proposed housing development on the Glebe field.

17/657 Amenities Charity – to receive an update on activities

GD said quotes had been received for new swings, meeting next week to discuss. He noted this was to replace the last remaining item of original equipment which was currently taken out of use. Potential financing options were discussed including the AC reserves, interest free loan or a grant in kind. Full justification was asked to be submitted with any grant bid from the AC. GD also reported quotes for work at the Slipway were being obtained and the fencing at the Recreation Ground was being done.

17/658 Finance

- 1 To approve the payments' report and note receipts for October 2017**

Resolved: That the report be approved.

- 2 To note the reconciled bank account and reserves balances as at 31 October 2017**

Resolved: Noted

3 To review expenditure against budget as at 15 November 2017

No issues

4 To consider any further revisions to the budget for 2017-18 and a proposed budget and precept for 2018-19

BU talked through Appendix F.

Resolved: That the 2017-18 revisions be accepted, that the 2018-19 budget and precept proposals be approved.

5 To review current newsletter advertising fees and note change of advertising coordinator

BU referred to Appendix G – Jane Newton had volunteered to take on the advertising role, he thanked Catherine Rohll for all her work on the newsletter.

Resolved: That the proposed fee changes be approved

6 To consider a proposed grants policy

Resolved: That the policy at Appendix H be approved

17/659 To consider a policy on placing planning applications in the newsletter

RM referred to Appendix I. The proposal to invite developers to meetings was not supported as it would be difficult to identify everyone potentially affected.

Resolved: That a templated table be published monthly with brief details and reference to the SODC website and SSPC agendas.

17/660 To consider any response to the consultation on SODC 2033 Local Plan (ends 22/11)

No submissions were suggested

17/661 To consider a report on plans for tennis courts in The Park

No report had been received

17/662 To review Governance documents – documents numbered 1 to 16 (on the website)

Resolved: That all suggested amendments as previously circulated to councillors be approved

17/663 To review progress on actions

See list below - new comments being in bold.

17/664 To receive items of correspondence and agree actions arising.

1 Email from Savills regarding potential development

RM explained that he had received an email from Ch Ch's agents seeking the PC's views as to a potential 9 house development off the South side of the bottom of South Bank. The agents had been asked to provide further details, but these were still awaited.

(GD declared a non-pecuniary interest as he lived opposite and took no part in the discussion).

There were concerns of creeping overdevelopment with the number of potential developments in the village, with few contributing to any affordable housing. It was agreed both to put a short article in the newsletter to bring this proposal to the attention of parishioners and seek any comments, but that we should inform the agents that we required further details before we would make any comments.

- 2 **Other correspondence** – RM had received a third-hand comment that someone had fallen over a ramp at the fireworks display. MW would try to contact the organisers / person involved to see if any action is required.

High Sheriff Award Letter. To be discussed outside the meeting.

17/665 Matters for future discussion

None

- 17/666 Next Meeting** – confirmed as Monday 18 December 2017 at 19:30 in South Stoke Village Hall. The April 2018 meeting would be moved to Thursday 19th.

The Chairman declared the meeting closed at 21:57

Abbreviations (where used):

AC	Amenities Charity (South Stoke Village Hall and Recreation Ground Charity)
AONB	Area of Outstanding Natural Beauty
CIL	Community Infrastructure Levy
NHPT	Neighbourhood Policing Team
OCC	Oxfordshire County Council
PCSO	Police Community Support Officer
SODC	South Oxfordshire District Council
SSPC	South Stoke Parish Council

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
	Parish Plan Refresh (PPR)	<p>Housing Development Project SSHDP Cllr McMillan</p> <p>See minute 17/581 See minute 17/600 See minute 17/638 See minute 17/656</p>	RM	Unknown	Open
		<p>Network Rail & Electrification Infrastructure Cllr Urbick</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. 18/9/17 RAG trying to arrange a meeting with NWR 16/10/17 Meeting due on 19 October 20/11/17 Meeting held with NWR –public consultation potentially Spring 2018.</p>	BU	Unknown	Open
		<p>Better Road Safety Cllr Walsh</p> <p>Summary – SSPC are seeking to improve road safety through the village in discussion with OCC. [previous completed actions deleted]</p> <p>16/10/17 Some works completed. MW chased up the roundels See minute 17/634 regarding accident at cross roads – awaiting site visit</p> <p>20/11/17 Larger signs outstanding, MW has asked OCC about speed check area signs. Will be assisting PCSO in Community Speed Check. Lines have been repainted at the crossroads “on the prairie”, but OCC Highways had advised that a staggered junction would not be possible.</p>	MW	December 2017	Open
	Parish Tree Management	<p>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.</p>	RM	Unknown	Open

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
17/598	Shop and Village Hall Project	<p>Shop and Village Hall Project</p> <p>21/8/17 Pre-App response received. Budget required for next stage.</p> <p>16/10/17 See minute 17/637</p> <p>20/11/17 See minute 17/651</p>	RM	December 2017	Open
17/599	Dovecot Manor Farm	<p>Repairs to Dovecot</p> <p>21/8/17 RM to speak to owners</p> <p>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</p>	RM	December 2017	Open
17/606	Grass cutting Quotes	<p>Ad-Hoc grass cutting</p> <p>21/8/17 GD to obtain quotes</p> <p>19/9/17 GD getting further contacts</p> <p>20/11/17 GD meeting Graham ambler soon</p>	GD	December 2017	Open
17/596	Footpaths	<p>Evidence Gathering for designated footpaths</p> <p>Three paths to be researched.</p> <p>19/9/17 Agreed to include path by Railway Cottages. Request to go in Newsletter asking for evidence of use over 20 years</p> <p>16/10/17 See minute 17/634 RM had received one written and one verbal response so far. He will make some direct approaches. The extent of evidence required to be investigated.</p> <p>20/11/17 Further responses received. RM will progress forms for OCC</p>	RM	January 2018	Open
17/603	Grant Application	<p>Application to Cllr. Bulmer to support the new shop and village hall project consultancy costs</p> <p>16/10/17 BU will follow up</p>	BU	December 2017	Open
17/624	The Park	<p>Meeting with the School to discuss options for the Park.</p> <p>16/10/17 Approaches made – awaits a meeting</p> <p>As JV could not attend and had not been able to present a summary plan to take the tennis courts proposal further, this matter will be brought forward at the November meeting.</p> <p>RM advised that he had met with the SODC Activities officer that afternoon, and had discussed the potential plan for 2 tennis courts on the Park.</p> <p>She would now be sending details which might assist in the planning and funding of same</p>	GD/MW JV		Open Open

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
17/626	Storage	To locate and review documents for long term storage 16/10/17 Arranged for 2pm Friday 3/11 20/11/17 Initial sifting and archiving completed by RM/CR – RM now reviewing files	RM/CR RM	 December 2017	 Open
17/659	Planning Apps	20/11/17 Planning applications template to be added to the newsletter	CR/BU	December 2017	Open
17/664.1 17/649	Newsletter Articles	Re Email from Savills regarding potential 9 houses development 20/11/17 RM to submit newsletter article Re Community Speed Check and commitment by PCSO Bell/Community Policing to further monitor speeds and take appropriate actions.	RM MW	December 2017	Open
17/664.2	H&S	Possible injury at Fireworks Display 20/11/17 MW would try to contact the organisers / person involved to see if any action is required.	MW	December 2017	Open