

MINUTES OF THE MEETING OF SOUTH STOKE PARISH COUNCIL
South Stoke Village Hall 19:30 Monday 15 January 2018

Members Present:

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

Officers Present:

Clerk Colin Ratcliff (CR)

Public and Press: Ian Haslam (IH), David Mitchell (DM)

18/1 Apologies for absence

Gareth Dean (GD), John Verrill (JV)

18/2 Declaration of Interests by Councillors on any items on the Agenda

None

18/3 Public Forum

Contributions by agenda item

18/4 Housing Development Project Working Group – to receive an update on activities and questions submitted to the Diocese. Item 10 brought forward

RM welcomed David Mitchell from the Diocese and referred to a series of questions submitted to and answered by the Diocese prior to the meeting.

AS stated there was general support in the village for The Glebe development and that the emailed questions had been helpfully answered. He believed there was some linkage apparent between the development and community facilities during the village response to consultation. He raised the question of a single planning application covering both The Glebe and the Community Hall. DM agreed to take the suggestion back to the Diocese Committee.

DM summarised the current situation and explained that Diocese's agents Bidwell's had been asked to do a cost analysis and report back without going out to developers yet. IH reminded that some ballpark figures could be expected from the Diocese by the end of Q1 2018-19.

18/5 P17/S3206/O - Land at Woodcote Road South Stoke. Residential development (up to 5 dwellings), and associated works, including access.

To consider representation at SODC Planning Committee in the light of further information received from Planning Officer. Item 6.2 brought forward

AS summarised the situation and the Planning Officer's response to SSPC's objections. There had been a positive contribution towards SSPC's objections through recommendation of conditions.

RM stated the main outstanding factor was the development being outside the village envelope. It was noted that the lack of a 5-year housing supply was a factor for SODC.

Resolved: That a note be sent to the Planning Officer explaining why SSPC would not now attend the Planning Committee having considered his report.

18/6 To approve minutes of the meeting of 18 December 2017

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

18/7 Chairman's announcements

Signed:

R. McMillan

Dated: 19th February 2018

RM announced that he would be standing down as Chairman at the next Annual Council Meeting in May and that he would be willing to stand down as a councillor should another candidate be willing to step in.

- 18/8 Planning Applications – to discuss and agree Council’s response to the following planning applications:**
P17/S4456/FUL - The Ryepeck The Street South Stoke: Erection of 6m x 3m polytunnel
Resolved: That the council recommend approval
- 18/9 To review status of CIL demands**
 No change from last meeting
- 18/10 To receive reports from the representative of Oxfordshire County Council and South Oxfordshire District Council.**
 None received
- 18/11 Community Shop & Village Hall Working Group – to receive an update on activities and consider external advisors on the best process and VAT.**
Resolved: To contact NALC in the first instance for advice and that the group should be known as the Community Hall Project Working Group to better reflect its purpose. RM advised that he had also sought advice from JV and that a response was awaited.
- 18/12 Amenities Charity – to receive an update on activities**
 GD had sent apologies. RM had thanked Chris Bertrand for his involvement as Steward, from which post he was standing down. BU stated the grant application for funding swings was likely to be approved.
- 18/13 Finance**
- 1 To approve the payments’ report and note receipts for December 2017**
Resolved: That the report be approved.
 - 2 To note the reconciled bank account and reserves balances as at 31 December 2017**
Resolved: Noted
 - 3 To review expenditure against budget as at 10 January 2018**
 No issues
 - 4 To approve an internal auditor for 2017-18 (Previously RJS (IA) Ltd)**
Resolved: To ask the previous auditor to continue
 - 5 To consider actions required to comply with the General Data Protection Regulations**
 BU introduced Appendix D noting main factors being that Councillors would be required to use dedicated SSPC emails for council business and that the email circulation list will need to be discontinued as it will not be compliant; whereas the Mailchimp subscribers will be as it is an ‘opt in’ list.
- 18/14 To review progress on actions from previous Parish Council meetings and agree any revision of actions on the action list.**
 See list below - new comments being in bold.
- 18/15 To receive items of correspondence and agree actions arising.**

- 1 **Email from the School Headteacher regarding replacement of playground equipment**
Noted. BU suggested that she contact the Planning Authority to see whether it needs consent. RM agreed to speak to her.
- 2 RM had received a circulation about a volunteer's meeting which he had circulated to suitable parties.
- 3 CR circulated dates and tentative dates of meetings for the rest of the calendar year

18/16 Matters for future discussion

None

18/17 Next Meeting – confirmed as Monday 19 February 2018 at 19:30 in South Stoke Village Hall.

The Chairman declared the meeting closed at 21:19

Abbreviations (where used):

AC	Amenities Charity (South Stoke Village Hall and Recreation Ground Charity)
AONB	Area of Outstanding Natural Beauty
CIL	Community Infrastructure Levy
NALC	National Association of Local Councils
OCC	Oxfordshire County Council
PCSO	Police Community Support Officer
SODC	South Oxfordshire District Council
SSPC	South Stoke Parish Council
TPO	Tree Protection Order

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
	Housing Development Project Working Group	[previous completed actions deleted] 18/12/17 See minute 17/678 15/1/18 See minute 18/1	RM	Unknown	Open
	Network Rail & Electrification Infrastructure	The line between Didcot and Reading is now electrified. Gantry consultation. [previous completed actions deleted] 16/10/17 Meeting due on 19 October 20/11/17 Meeting held with NWR –public consultation potentially Spring 2018.	BU	Unknown	Open
	Better Road Safety	Summary – SSPC are seeking to improve road safety through the village in discussion with OCC. [previous completed actions deleted] 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. 15/1/18 MW is setting dates with PCSO Mark Bell for speed checks	MW	February 2018	Open
	Parish Tree Management	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.	RM	Unknown	Open
17/598	Community Hall Project Working Group	[previous completed actions deleted] 18/12/17 See minute 17/672 15/1/18 See minute 18/11	BU	February 2018	Open
17/599	Dovecot Manor Farm	Repairs to Dovecot 21/8/17 RM to speak to owners 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 18/12/17 No update from SODC – RM to chase 15/1/18 RM has chased with SODC, they now say it must go through Historic England instead.	RM	February 2018	Open
17/606	Grass cutting Quotes	Ad-Hoc grass cutting	GD		Open

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
		21/8/17 GD to obtain quotes 18/9/17 GD getting further contacts 20/11/17 GD meeting Graham ambler soon 18/12/17 Ongoing		January 2018	
17/596	Footpaths	Evidence Gathering for designated footpaths Three paths to be researched. 18/9/17 Agreed to include path by Railway Cottages. Request to go in Newsletter asking for evidence of use over 20 years 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. 20/11/17 Further responses received. RM will progress forms for OCC 18/12/17 – Ongoing – Awaits forms from OCC 15/1/18 RM has forms and will complete the submissions as resolved by council.	RM	February 2018	Open
17/603	Grant Application	Application to Cllr. Bulmer to support the new shop and village hall project consultancy costs 16/10/17 BU will follow up 18/12/17 See minute 17/679 - Amended to be an application for swings 15/1/18 Outcome expected soon	BU	February 2018	Open
17/624	The Park	Meeting with the School to discuss options for the Park. [previous completed actions deleted] 16/10/17 Approaches made 18/12/17 School would like a section for games, other activities and wildlife area Further details on hold pending other actions re Tennis Club. Potential tennis courts / club – JV to obtain estimates for two courts to allow better consideration of costs and consider the way forward.	GD/MW JV	 February 2018	Open Open
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 18/12/17 – files reviewed. Scanning of important docs to be considered	RM/CR	March 2018	Open

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
17/684	Electric vehicle charging points	18/12/17 – GD to draft letter for SODC	GD	January 2018	Open
18/13/5	General Data Protection Regs.	15/1/18 Commence use of dedicated SSPC email accounts by all councillors before May	BU	April 2018	Open