

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

Members Present:

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

Officers Present:

Clerk Colin Ratcliff (CR)

Public and Press: None

18/36 Apologies for absence

Mick Walsh (MW) Gareth Dean (GD)

18/37 Declaration of Interests by Councillors on any items on the Agenda

None

18/38 Public Forum

None

18/39 To approve minutes of the meeting of 19 February 2018

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

18/40 Chairman's announcements

RM apologised for his delay in actioning several items, which had been largely due to family issues.

18/41 Planning Applications – to discuss and agree Council's response to the following planning applications:

- 1 P18/S0359/LB, P18/S0571/FUL - The Coaching Barn Littlestoke Manor Little Stoke: The Barn has been called "the coaching barn" since 1920. Proposal to make a space to coach people, mainly children, in Arts and Country skills. The Horticultural team would run courses. The outside will not change but there is a need to insulate from the inside. All Beams would be kept exposed. Resolved:** That the council recommend approval

18/42 To note SODC planning decisions:

- 1 P18/S0215/HH -Tudor Barn Cross Keys Road South Stoke** Granted
 - 2 P18/S0153/LB - Annexe Fullbrook House The Street South Stoke** Granted
- Noted

18/43 To review status of CIL demands

No change from previous report, Topsham and Fifield expected in April

18/44 To receive reports from the representative of Oxfordshire County Council and South Oxfordshire District Council.

Appendix A refers. BU stated he was keeping an eye on Cllr. Bulmer's £15,000 budget for when a process was clear.

Signed:

R. McMillan

Dated: 26 April 2018

- 18/45 Community Hall Project – to receive an update on activities.**
BU said several ideas from the architect had been reduced to two for quantity surveying. A small interim village consultation would then take place with a fuller consultation on final ideas prior to a full planning application.
- 18/46 Housing Development Project Working Group – to receive an update on activities.**
There was a meeting planned for the following day with the Diocese. BU suggested discussing with them options regarding reducing or removing the risk of the cost to get to a planning application by use of a locally supported Community Interest Company.
- 18/47 Amenities Charity – to receive an update on activities.**
GD was not present. RM had chaired their recent meeting where he had brought to their attention the (verbal) legal advice received by SSPC. He had recommended they take their own legal advice, which the AC is planning to do and to write to the Charity Commission regarding the issues raised.
The AC had agreed to take over the consideration of a memorial for Jacqui Bertrand, an offer of a donation to cover the cost had apparently been made to them.
- 18/48 Finance**
- 1 To approve the payments report and note receipts for February 2018**
Resolved: That the report be approved.
 - 2 To note the reconciled bank account and reserves balances as at 28 February 2018**
Resolved: Noted
 - 3 To review expenditure against budget as at 14 March 2018**
No issues
 - 4 To consider a pay increase for the clerk from 1 April 2018 of 2% in line with national pay agreements.**
Resolved: That the proposal be approved.
- 18/49 To confirm continued memberships for 2018-19 of OALC (£112.55) and Community First Oxfordshire (£55)**
Resolved: To renew both memberships
- 18/50 To consider provision of posts at The Slipway**
This related to an email from Chris Bertrand regarding replacement of posts.
Resolved: That the request be approved
- 18/51 To consider applying for a Resilient Communities Fund Grant for a pump**
As GD was not present – to be deferred to next meeting
- 18/52 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.
- 18/53 To receive items of correspondence and agree actions arising**
- 1 Future of the local 134 bus service**
RM reported that some concessionary grant issues had been raised by OCC but that this had now been resolved. No further action required

18/54 Matters for future discussion

None

18/55 Next Meeting – confirmed as Thursday 26 April 2018 at 19:30 in South Stoke Village Hall. RM reminded all that their reports were required as soon as possible (before 25 March) for the Parish Annual Meeting on 12 April

The Chairman declared the meeting closed at 20:48

Abbreviations (where used):

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|-------------|--|
| AC | Amenities Charity (South Stoke Village Hall and Recreation Ground Charity) |
| AONB | Area of Outstanding Natural Beauty |
| CIL | Community Infrastructure Levy |
| 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] 19/2/18 See minute 18/21 19/3/18 See minute 18/56 | 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 19/2/18 Still seeking dates | MW | April 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] 19/2/18 See minute 18/22 19/3/18 See minute 18/45 | BU | April 2018 | Open |
| 17/599 | Dovecot Manor Farm | Repairs to Dovecot [previous completed actions deleted] 15/1/18 RM has chased with SODC, they now say it must go through Historic England instead. 19/2/18 With help from Mrs Gatto, RM had now obtained further photos and details of infrastructure problems. RM queried the need to consult with the owners prior to sending this | | | |

| Minute | Item | Action/Progress | Action By | Complete/ review date | Status |
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| | | information to Historic England's "At risk register". It was agreed that RM should send a courtesy copy to Mr Millar. 19/3/18 RM has written to Historic England | RM | Unknown | Open |
| 17/606 | Grass cutting Quotes | Ad-Hoc grass cutting 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 | GD | April 2018 | Open |
| 17/596 | Footpaths | Evidence Gathering for designated footpaths Three paths to be researched. [previous completed actions deleted] 15/1/18 RM has forms and will complete the submissions as resolved by council. 19/2/18 Forms submitted to OCC 19/3/18 questions received from OCC to be answered | RM | April 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 | April 2018 | Open Open |
| 17/684 | Electric vehicle charging points | 18/12/17 – GD to draft letter for SODC 19/2/18 Ongoing | GD | April 2018 | Open |
| 18/13/5 | General Data Protection Regs. | 15/1/18 Commence use of dedicated SSPC email accounts by all councillors before May 19/2/18 Ongoing | BU | April 2018 | Open |
| 18/31 | Memorial Bench | Memorial bench for Jacqui Bertrand. 19/2/18 GD to research cost and suppliers 19/3/18 Taken over by the AC - NFA | | | Closed |

| Minute | Item | Action/Progress | Action By | Complete/ review date | Status |
|--------|--|--|-----------|-----------------------------|--------|
| 18/34 | Potential Casual Vacancies | 19/2/18 RM to submit newsletter article 19/3/18 No expressions of interest had yet been received, but RM had approached several Parishioners who were considering it. Official notice to be done | RM CR | May 2018 | Open |
| 18/34 | Rubbish Bin | 19/2/18 CR to check with SODC re putting lidded bin in place 19/3/18 Awaits reply from SODC | CR | April 2018 | Open |
| 18/50 | Provision of posts at The Slipway | 19/3/18 approved – GD to liaise with Chris Bertrand | GD | April 2018 | Open |