

**MINUTES OF THE MEETING OF SOUTH STOKE PARISH COUNCIL**  
**South Stoke Village Hall 19:30 Thursday 26 April 2018**

**Members Present:**

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

**Officers Present:**

Clerk Colin Ratcliff (CR)

**Public and Press:** None

**18/56 Apologies for absence**  
None

**18/57 Declaration of Interests by Councillors on any items on the Agenda**  
None

**18/58 Public Forum**  
None

**18/59 To approve minutes of the meeting of 19 March 2018**  
**Resolved:** That the minutes be approved and signed by the Chairman.

**18/60 Chairman's announcements**  
RM noted this would be his last meeting as Chairman and that co-option is now possible for one casual vacancy as the election notice period has expired.

**18/61 To receive a report from the police – PCSO Mark Bell**  
RM had met with PCSO Bell that afternoon; due to a change in policy he was unable to attend local Parish Council meetings, and he apologised for not being able to attend this evening. Speeding and parking are no longer Thames Valley Police priorities. Key local issues now being rural crime, burglary, anti-social behaviour and hate crime. He was aware of a number of thefts from motor vehicles recently and encouraged reporting of any suspicious activity. Tool marking with Smart Water was available.

**18/62 Planning Applications – to discuss and agree Council's response to the following planning applications:**

- 1 P18/S0297/HH - Manor House The Street South Stoke RG8 OJS: Amended by plans M B/P/05 B and 06A which remove rooflights in street elevation and add one in the garden elevation.**  
**Resolved:** That the council recommend approval
- 2 P18/S0359/LB - The Coaching Barn Littlestoke Manor Little Stoke: As per amended plans received 4 April 2018**  
**Resolved:** That the council recommend approval

**18/63 To review status of CIL demands**  
Report received from SODC in line with expectations, first tranche of money due to the Council was expected by 28th April.

Signed:

B.Urbick

Dated: 21 May 2018

- 18/64 To receive reports from the representative of Oxfordshire County Council and South Oxfordshire District Council.**  
Appendix A refers. Noted
- 18/65 Community Hall Project – to receive an update on activities.**  
There was no change from last meeting, awaiting costings of two options.
- 18/66 Housing Development Project Working Group – to receive an update on activities and consider a report following a meeting with Savills representatives. .**  
The Diocese are attending a meeting to be held 21 May to discuss issues.  
Savills, at today’s meeting, disclosed that Pre Apps had been submitted to SODC on prospective developments of nine houses at South Bank and three off The Street. There was little further detail forthcoming. RM would write a newsletter article.
- 18/67 Amenities Charity – to receive an update on activities.**  
GD reported the swings had been ordered.  
Discussions at the AC had included the process for the Community Hall Project and the potential to become an Incorporated Charity.  
RM noted their accounts showed a balance of £23k funds. BU commented they could register for VAT should they wish regarding the Hall Project and GD said that he would advise the next Charity meeting about this possibility.
- 18/68 Finance**
- 1 To approve the payments report and note receipts for March 2018**  
**Resolved:** That the report be approved.
  - 2 To note the reconciled bank account and reserves balances as at 31 March 2018**  
**Resolved:** Noted. It was agreed to move £5,000 from general reserves to and rename the Village Hall reserve to the Community Hall Project reserve.
  - 3 To consider writing off a bad debt of £30 for Scott Griffiths of 24 Sports unpaid since November 2017.**  
**Resolved:** That the debt be written off.
- 18/69 To consider applying for a Resilient Communities Fund Grant for a pump**  
GD suggested an application given areas of the village were subject to flooding. It was agreed he would progress specifications for an application.
- 18/70 To consider adoption of Telephone Kiosk in Cross Keys Road (Nov 2016 – previous action closed)**  
BU stated this hadn’t been taken up previously due to lack of interest in the village for a future purpose, there had been some ideas but none were progressed. It was agreed RM would provide a photograph and BU would write a newsletter article.
- 18/71 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.
- 18/72 To receive items of correspondence and agree actions arising**
- 1 To consider response to a request for a Police Local Forum**

Signed:

B.Urbick

Dated: 21 May 2018

This was agreed in principle and the Clerk was asked to reply. RM indicated that he would like to attend once a date was known.

**2 To consider areas for deep clean by Biffa on 23-25 May**

GD reported this was ongoing and that he would liaise with Chris Bertrand. GD also undertook to find out the deadline for advising SODC of issues, and RM agreed to photograph and map issues once advised by GD.

**18/73 Matters for future discussion**

RM noted that the draft Goring Neighbourhood Plan is out for consultation by SODC and invited comments for the next meeting if necessary.

He asked if any issues had arisen following the Parish Annual Meeting – none were identified.

GD asked about woodchip on The Ridgeway Path – CR would pass on contact details for the National Trails organisation.

**18/74 Next Meeting** – confirmed as Monday 21 May 2018 at 19:30 in South Stoke Village Hall. (Annual Council Meeting)

The Chairman declared the meeting closed at 20:56

**Abbreviations** (where used):

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

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
	<b>Housing Development Project Working Group</b>	<b>Standing Agenda Item</b>	RM	Unknown	Open
	<b>Network Rail &amp; Electrification Infrastructure</b>	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. <b>26/4/18 BU expected an update at the next meeting</b>	BU	Unknown	Open
	<b>Better Road Safety</b>	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 <b>26/4/18 agreed to wait for a new councillor, in the meantime RM would establish status with former Cllr Walsh.</b>		Unknown	Open
	<b>Parish Tree Management</b>	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. <b>26/4/18 amended to The Park only with a view to a Tree Condition Survey. GD would obtain a quote from local arborist and CR from the Woodland Trust.</b>	RM/GD/CR	Unknown	Open
17/598	<b>Community Hall Project Working Group</b>	<b>Standing Agenda Item</b>	BU	May 2018	Open
17/599	<b>Dovecot</b>	Repairs to Dovecot			

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
	<b>Manor Farm</b>	[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 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 – awaits a reply	RM	Unknown	Open
17/606	<b>Grass cutting Quotes</b>	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	May 2018	Open
17/596	<b>Footpaths</b>	<b>Evidence Gathering for designated footpaths Three paths to be researched.</b>  [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	May 2018	Open
17/624	<b>The Park</b>	<b>Meeting with the School to discuss options for the Park.</b> [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. <b>26/4/18 Defer tennis courts due to JV resignation.</b> <b>GD to progress school use potential</b>	GD	May 2018	Open

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
17/684	<b>Electric vehicle charging points</b>	18/12/17 – GD to draft letter for SODC 19/2/18 Ongoing <b>26/4/18 SODC replied but GD has further questions, No reply from OCC</b>	GD	May 2018	Open
18/13/5	<b>General Data Protection Regs.</b>	15/1/18 Commence use of dedicated SSPC email accounts by all councillors before May 19/2/18 Ongoing <b>26/4/18 CR to set passwords and circulate instructions. BU to arrange opt in for email list via Mailchimp only. Any other email lists to be deleted.</b>	CR/BU	May 2018	Open
18/34	<b>Potential Casual Vacancies</b>	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. <b>26/4/18 Complete.</b>	RM CR	May 2018	Closed
18/34	<b>Rubbish Bin</b>	19/2/18 CR to check with SODC re putting lidded bin in place 19/3/18 Awaits reply from SODC <b>26/4/18 ongoing</b>	CR	May 2018	Open
18/50	<b>Provision of posts at The Slipway</b>	19/3/18 approved – GD to liaise with Chris Bertrand <b>26/4/18 Quote obtained - ongoing</b>	GD	May 2018	Open
18/69	<b>Resilience Fund Grant Application</b>	<b>26/4/18 GD to progress specifications for pumps</b>	GD	May 2018	Open
18/70	<b>Telephone Kiosk</b>	<b>26/4/18 RM to submit photograph and BU to include newsletter article on potential for taking on responsibility</b>	RM	May 2018	Open
18/72/2	<b>Deep Clean by Biffa</b>	<b>26/4/18 GD to liaise with CB, and submit areas for cleaning before any SODC deadline</b>	GD	May 2108	