



MINUTES OF THE MEETING OF SOUTH STOKE PARISH COUNCIL

South Stoke Village Hall 19:30 Monday 18th February 2019

Members Present:

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

Officers Present:

Clerk Laura White (LW)

Public and Press:

Jenny Mansfield (JM), Margaret Lane (ML), Tanya Seabrook (TS), James Burrows (JB), Victor Meyer (VM), Georgina and Melvin Wright (GMW)

PC.19.02. 1 Apologies for absence.

Phil Wortley

PC.19.02. 2 Declaration of Interests by Councillors on any items on the Agenda.

None

PC.19.02. 3 Public Forum - an opportunity for members of the public to express their point of view on any item on the agenda. With the Chairman's permission, a member of the public may express their point of view on specific items of business. Ten minutes are reserved for this.

TS: Question to the council: The Housing Needs Survey completed in 2015, showed a need for affordable homes. The original scheme for the 5 houses on the Woodcote Road, 2 were meant to be affordable housing, then reduced to 1, but now under the new developer, 5 houses, NONE affordable. If the Glebe gets developed under the HNS, with the focus on affordable housing, what guarantee do we have this will be carried out. Will there be a covenant or anything to protect the development?

BU: The Memorandum of Agreement which the Council is currently working to agree, is to protect and legally bind the developer to do the affordable housing and other matters important to the village.

VM: Concerned about the Woodcote Road, 5 Houses Development. Including

- Concerns about one tree already being cut down, and asking for TPOs on the remaining
- Design and layout Plot 4 being much larger and closer to the boundary than the original scheme.

JB: Concerned about the Woodcote Road, 5 Houses Development. Including



- Concerns about one tree already being cut down, and other trees being in the new gardens and worried they will be cut down by the new home owners.
- Believes the tree corridor on the East layout should be applied to the Southern Trees.

MW: Concerned about the Woodcote Road, 5 Houses Development. Including

- Design and layout Plot 4 being much larger and closer to the boundary than the original scheme. Worried about light egress from the garage, and Plot 4 should be a bungalow.

PC.19.02. 4 Previous Meeting Minutes

PC.19.02. 4.1 To approve minutes of the meeting of 21st January 2019

Resolved: Approved Unanimous

PC.19.02. 4.2 To approve minutes of the extraordinary meeting of 07th February 2019

Resolved: Approved Unanimous

PC.19.02. 5 Chairman's announcements.

Want to highlight we have PC elections coming up and want to encourage people to be involved, if interested contact the Clerk for more details.

PC.19.02. 6 Planning Applications – to discuss and agree Council's response to the following:

PC.19.02. 6.1 P19/S0171/RM Land at Woodcote Road, South Stoke, RG8 0JJ

AS:

Concerns on the development include:

- Was the ANOB adequately protected and is this development outside the main village.
- Increased footprints of plots, much closer to boundaries (particularly Plot 4)
- 9m height design, when most of the village are 1.5 stories, could build 7m houses.
- Tree removal to date, when original plan show this tree would remain.
- Need a TPO for the remaining treeline.
- SSPC HNS shows need for 2 and 3 bed homes, not large 4/5 bed homes.

DH:

Concerns on the development include:

- Plot 4 far too large and close to boundary.
- Garages and roof spaces could be turned in to further rooms in time making the houses even bigger.
- If plot 4 were a bungalow instead future owners could put a second floor on it.

- Much denser building will look like a dense line of building when coming from either Woodcote or Goring.

RM:

Concerns on the development include:

- The protection of the trees around the whole site.
- Plot 4 needs to be reduced in size and moved further away from the boundary.

BU: Agreed with all the other points, and had additional concerns.

- The Design and access statement states there is no need for two bedroom homes. SSPC HNS shows proof it is needed.
- This area also has glowworms, which need to be mitigated against in the ecological survey.

Resolved: Clerk to Submit response: **OBJECTS**, to include details as above.

Unanimous. This planning application has been called in to the SODC planning committee, and the Council plans to be represented at the meeting and put across SSPC points.

PC.19.02. 6.2

P19/S0222/AG - Barracks Farm, North Stoke, Oxfordshire, OX10 6AZ

Agreed the current farm is a “bit of a mess “and the application appears to be working on this and making the buildings work better for the farm.

Resolved: Clerk to Submit response: **No Objection**, Unanimous

PC.19.02. 6.3

To Note Planning Decision for P18/S4133/FUL, South Stoke Village Shop, Granted 12th Feb

Resolved: Noted

PC.19.02. 7

To review status of CIL demands

None

PC.19.02. 8

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

Goring Division Report

SODC February Parish Report

BU: Noted the point about money being reserved for schools etc.

Resolved: Received, Unanimous.

PC.19.02. 9

Community Building Committee – to receive update.

BU: Most significant point from the last committee meeting being working on delivering the buildings for £850k. CBC also looking at Prefabricated approaches, and a report on that will be coming soon. CBC have noted comments about noise and light, and plotting out the plan on the ground at an appropriate time.



- PC.19.02. 9.1 To receive approved minutes of meeting 10th January 2019.**
Resolved: Received, Unanimous
- PC.19.02. 9.2 To approve the appointment of Tracy Lasan to the Community Building Committee, in the Communications Role.**
Resolved: Approved, Unanimous
- PC.19.02. 10 Amenities Charity – to receive an update on activities.**
 Plan to only modify the current Village Hall to minimum requirements to be compliant. Looking at a parking space and toilet for disabled access.
 Capacity to be strictly limited to 60 people max.
 Asbestos Survey to be completed.
- PC.19.02. 11 Finance**
- PC.19.02. 11.1 To approve the payment report and note receipts for January 2019**
Resolved: Approved, Payment Report & Noted, Receipts Unanimous
- PC.19.02. 11.2 To note the reconciled bank account and reserves balances as at 31st January 2019.**
Resolved: Noted, Unanimous
- PC.19.02. 11.3 To review expenditure against budget as at 31st January 2019**
Resolved: Reviewed.
- PC.19.02. 12 To receive e-mail from John Verrill regarding Remenham Village Hall Defibrillator**
Resolved: Received, Unanimous.
- PC.19.02. 12.1 To consider the issues and check lists contained in Appendix H, including Pad expiry Dates, provision of a small towel, and monthly checks to be completed, and agree actions arising.**
 To work with the Amenities Charity, and possibly the purchase of a towel.
Resolved: LW to communicate with CB to ensure the checklist is carried out and to adopt same checklist for any future Defibrillators. Agreed - Unanimous.
- PC.19.02. 13 To review the Election Timetable for 2019, and agree key dates and actions arising**
 RM advised he will not be standing.
 DH asked for confirmation whether current Councillors still need to submit nomination forms in if they would like to stand again.
Resolved: All people, including current Councillors must submit nomination forms if they wish to stand for election in the May 2nd 2019 elections. LW to support Applicants.
- PC.19.02. 14 Marking the Death of a Senior National Figure. To review the NACO Guidelines, and consider adopting, with agreed modifications, the template for “Imaginary Borough Council”**
 LW to Draft additional Governing Document to be approved March Meeting.

DH to speak with Linda Gatto (South Stoke Historical Society) regarding previous similar deaths.

Resolved: LW to Produce a Policy for Approval.

PC.19.02. 15 To Approve the Risk Assessment Document

To amend scoring matrix, based on score of 0-10, not 0-5, and sign.

Resolved: Approved Unanimous, subject to amendments.

PC.19.02. 16 To consider revising the date and format and therefore inputs to the Annual Parish Meeting, originally planned for Thursday 11th April 2019, and noting any impact on the date and time of April 2019 Parish Council Meeting.

BU: Suggested Saturday meeting as opposed to Thursday meeting, to allow more parishioners to attend.

Resolved: Date of Meeting, Early Evening 6pm of the 27th April, Agreed, Unanimous, BU & LW to discuss key dates – add to newsletter. LW to call SODC and check 27th April meeting is not in contravention of perdah.

PC.19.02. 17 To agree date for the Annual General Meeting, to be held between the 7th and 21st May 2019.

To use the normal 3rd Monday of the Month Date.

Resolved: Date of Meeting: 20th May 2018 Agreed, Unanimous

PC.19.02. 18 To receive items of correspondence and agree actions arising

PC.19.02. 18.1 Email From SSE Regarding Resilience Planning

We have a contingency plan. Including a plan to help Wheelchair User.

LW to provide contingency plan to SSE

Resolved: Unanimous.

PC.19.02. 19 Matters for future discussion.

Heathrow Consultation: Encourage Parishioners to Comment – add to the newsletter.

PC.19.02. 20 Confidential Business - To consider and, if thought fit, approve the following motion: In view of the confidential nature of the business about to transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.

Resolved: Agreed Unanimous

PC.19.02. 21 To receive feedback on discussions with the Diocese regarding Memorandum of Agreement and results of the Open Weekend feedback, and agree actions arising.

BU: thanked RM for the report and work he had done.

RM: Further feedback from Diocese to be received in March 2019.

PC.19.02. 22 To confirm the date and time of the next Meeting.

Monday 18th March 2019 at 7:30pm

Chairman Closed the meeting at 21:18

Abbreviations (where used):

AC	Amenities Charity (South Stoke Village Hall and Recreation Ground Charity)
AONB	Area of Outstanding Natural Beauty
CBC	Community Building Committee
ChCh	Christ Church
CIL	Community Infrastructure Levy
HNS	Housing Needs Survey
NWR	Network Rail
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
	Housing Development Project Working Group	Standing Agenda Item 18/02/19 See Minutes			Open
	Network Rail & Electrification Infrastructure	The line between Didcot and Reading is now electrified. Gantry consultation: [previous completed actions deleted] 18/02/19 Latest meeting delayed			Open
17/599	Dovecot Manor Farm	Repairs to Dovecot [previous completed actions deleted] 18/02/19 An architect has knocked on John Short's door (next door) and has taken photographs. No Further details given.	Historic England RM	Mar 2019	Open
17/596	Footpaths	Evidence Gathering for designated footpaths [previous completed actions deleted] 18/02/2018: Ongoing	RM	Mar 2019	Open
17/624	The Park	Meeting with the School to discuss options for the Park. [previous completed actions deleted] 18/02/19 Ongoing	PW	Mar 2019	Open
18/50	Provision of posts at The Slipway	(Previous Comments Deleted) 18/02/19, Quotes: £200, £703, £1200,. To install posts through Neil Aldridge, £200. Quote to remove the branch £170, Remove the whole tree £560.	RM	Mar 2019	Open
18/120	Slipway	Application for Title to the Slipway (Previous Comments Deleted) 17/12/18 Ongoing, also CB & RM to investigate leaning trees & report to OCC 21/01/19: BU: to follow up, Legal. Need to get a quote for the costs. RM: Photos taken and submitted of the trees, awaiting response.	BU RM	Mar 2019 Mar 2019	Open



Minute	Item	Action/Progress	Action By	Complete/ review date	Status
		18/02/19 Need to provide to legal the 12y timeline. Legal will Quote for registration			
18/122	School	Letter regarding Events (Previous Comments Deleted) 21/01/19: Ongoing	BU	Mar 2019	Open
18/135	Ditch Ferry Road	Maintenance responsibility (Previous Comments Deleted) 21/01/19: Council now to install a pipe, rather than fix the ditch, probably to be completed in March 2019.	RM	Mar 2019	Open
18/136	Housing Needs Survey	(Previous Comments Deleted) 18/02/19: To be Returned this week.	RM	Mar2019	Open
18/139	Bank Signatory	(previous Comments Deleted) 18/02/19: Awaiting New Forms	LW	Mar 2019	Open
18/143	WW1 Tree	(Previous Comments Deleted) 21/01/19: To Review in 2020 when the saplings are more mature.	DH	May 2020	Open
18/168	Reseeding Spoil	18/02/2019 Going to happen soon.	PW	May 2019	Open
18/169	Steps into The Glebe Field	21/01/19: Waiting for the purchase of the phone box. 18/02/2019: LW trying to submit the forms.	DH	May 2019	Open
18/170	Phone box	(Previous Comments Deleted) 17/12/18 to pursue defibrillator installation through London Hearts Charity, and painting of the Phone box. 21/01/19: Waiting for the purchase of the phone box. 18/02/2019: LW trying to submit the forms.	LW DH	May 2019	Open



18/173	Infrastructure	19/11/18 LW and Pat Melia to discuss issues and way forward / plan. 21/01/19: Looking at Lighting on the Railway Bridges, Inspection of the current footpaths by South and Vale. 18/02/2019: PM Still Making Enquiries.	LW PM	Mar 2019	Open
18/174	Website Accessibility	19/11/18: To review the website WRT accessibility and compliance with the forthcoming legislation. 17/12/2018 Ongoing 18/02/19: Ongoing	BU, LW	Mar 2019	Open
18/175	Speeding Sign	19/11/18 BU: Inform Highways, RM: discuss with Police, BU to apply for grant from District. 17/12/18, awaiting award of grant, early 2019. 18/02/19: BU told the grant will be approved.	BU	Mar 2019	Open