



MINUTES OF THE MEETING OF SOUTH STOKE PARISH COUNCIL

South Stoke Village Hall 19:30 Monday 15th July 2019

Members Present:

Chairman Bryan Urbick (BU)
 Members Andrew Scrivener (AS)
 Victor Meyer (VM)
 Phil White (PWh)
 Phil Wortley (PWo)

Officers Present:

Clerk Laura White (LW)

Public and Press:

Geoff Ward (GW), Roy McMillan (RM), Ian Haslam (IH), District Councillor M Filipova-Rivers (MFR)

PC.19.07.1

Apologies for absence.

Diana Hathaway (DH)

PC.19.07.2

Declaration of Interests by Councillors on any items on the Agenda.

PWh: Item 13.5, pertains to the Clerk

VM: 6.2, 6.3, as a neighbour.

PC.19.07.3

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.

RM to speak for Housing development & rights of way.

GW: Community Buildings update, and interested in the neighbourhood plan.

PC.19.07.4

Chairman's Announcements.

BU: The speed sign has arrived. Need to agree a policy on how we will use it and help to set up and implement the plan. BU has a call in with Chris Bertrand who originally organised the speedwatch to check if he / speedwatch group could help.

PC.19.07.5

To approve minutes of the meeting of 20th May 2019

Correction to motion: To Approve the Minutes of the meeting 20th June 2019.

Resolved: Approved, Unanimous.

PC.19.07.5.1

To review progress on actions from previous Parish Council meetings and agree any revision of actions on the action list.

See Actions List

PC.19.07.5.2

Matters arising, not elsewhere on the agenda.

None

PC.19.07.6

Planning Applications – to discuss and agree Council's response to the following:

PC.19.07.6.1

P19/S1072/FUL: Fifield Cottage Ferry Road South Stoke RG8 0JL, Alterations to design of rear elevation of house and provision of building in garden following approval of replacement dwelling under permission P16/S3861/FUL, amended landscaping scheme.

AS gave narrative. Issues from the neighbours pertain to a toilet being installed in the garage, and revised planting, reducing the number of yews to be planted.

The owners have also asked for a 3 phase electricity supply, potentially suggesting the garden building may be occupied. (IH suggested it may be for charging an electric car)

BU: has spoken with the planning officer, who has been in contact with the owners. The planting is technically in the correct position, and toilets in garages do not require planning. The planning officer has asked us to state “no objections and make all the applicable comments”. If we submit an “objects” response, this application will now go to planning committee. We have made many representations on this application now.

Discussion on planting requirements and how long planting is required to remain in place after planning is granted.

Agreed: Response to be: “Objection, would withdraw the objection if planting around the garage is as per the original agreed plan with the 12ft high mature yew trees as detailed in TDS 345 / FC 7001 Rev D, and the use of the garden room remains ancillary residential dwelling.”

Agreed: To delegate powers to LW to withdraw the objection if the requested changes are made.

Resolved: To submit response as above. Agreed, Unanimous on both items.

PC.19.07.6.2 To note P19/S0171/RM, Land at Woodcote Road, Reserved Matters, was Refused at the Planning Committee.

AS gave narrative on the Planning Committee Meeting at Didcot Civic Hall on 3rd July. Unfortunately the way the planning committee decision was left, it seemed as though were Plot 4 to be redesigned, the rest of the plan will remain the same.

Resolved: Noted, Unanimous

PC.19.07.6.3 To discuss P19/S0171/RM and if appropriate Approve actions and pursual of a Tree Preservation Order for the Tree Line.

Narrative given by VM and AS on treeline and TPO discussions during the planning committee.

VM to write a letter in conjunction with AS, we have concerns on the in advice given, as per government website advice regarding TPOs. Clerk to send, to appropriate officer (MFR to confirm), copies to planning committee, Planning Officer. To be noted in the letter, that the applicant offered a TPO but it was turned down by the planning committee.

Resolved: Agreed, Unanimous

PC.19.07.7 To review status of CIL demands.

None

PC.19.07.8 To receive reports from the representatives of Oxfordshire County Council and South Oxfordshire District Council.

Verbal Report, MFR.



Gave details on Planning / Housing / Infrastructure / Emerging Local Plan. Motion is currently to start producing a new local plan at the same time as the current one going through.

On previous request from SSPC on Capital funding: There is the Capital grants scheme, already known about, which is very competitive. There are also, Capital Loans, up to £5m, and a 3rd option of the councillor fund, up to £10k. The Councillor scheme opens in August 2019.

BU gave thanks for MFRs attendance.

PC.19.07.9 Community Building Committee – to receive update.

No meeting since last full council meeting, however have been working with Kingswell who are pressing ahead with designs, and coming to site next week with a number of suggestions. Which will have some compromises to achieve a £750k building.

A useful exercise. BU confirmed there were no costs associated with the work to date.

IH asked and GW confirmed there had been discussions on a phased option for the build with the developer, starting with a shop.

PWo: asked if it would be possible to get approximate running costs for the building.

PC.19.07.10 Housing Development Working Group – to receive update.

No further comments in addition to the Appendix.

Next meeting most likely for early August 2019.

PC.19.07.11 Amenities Charity – to receive an update on activities.

PWo: Nothing to update from the last Meeting.

PC.19.07.12 The Park – to receive update.

PWo: have had a formal request from the School as to what they would like to use.

Confirmed with BU extent of the requests from the Campbell's and the Richardson's. The Church do not want to extend the graveyard, but need to retain access for heavy equipment, which would need to go up ferry road.

PWo still gathering the evidence and requirements of the neighbours before a draft plan for The Park could be sent out to Cllrs.

PC.19.07.13 Finance

PC.19.07.13.1 To approve the payment report and note receipts for March 2019

Resolved: Payments Approved, Unanimous. Receipts, Noted, Unanimous.

PC.19.07.13.2 To note the reconciled bank account and reserves balances as at 31st May 2019.

Resolved: Balances, Noted, Unanimous.

PC.19.07.13.3 To agree change of financial regulations document regarding, how payments are approved prior to payment.

LW gave narrative of Discussions with Cllr Hathaway.

To circulate a list of all the payments to be made for the month to all Cllrs electronically, with any 2 to sign as approved at earliest convenience. Where signatures cannot be obtained in advance of the payment, two electronic confirmations will suffice, with wet signatures acquired as soon as practically possible.



Resolved: LW to update the financial regulations document as per above, to be approved in August Meeting, Agreed, Unanimous.

PC.19.07.13.4 To reiterate rules regarding, and whom can make, purchases on behalf of the parish.
 BU: gave narrative on regulations. Confirming that The Clerk make purchases, all items go through the Clerk.

PC.19.07.13.5 To consider and if appropriate approve budget for the Clerk's request for the SSPC to pay the annual subscription of SLCC membership for the Clerk.

Resolved: Agreed, Unanimous (PWh abstained)

PC.19.07.14 To consider sending a representative to the Churches for Mission and the Community, day conference, and if appropriate approve budget spend of £10 plus travel expenses for each attendee.

No one would like to go.

PC.19.07.15 To approve response to the proposals regarding recent Rights of Way investigations, and agree any actions arising.

RM gave narrative.

BU: confirmed that OCC stated any further rights of way needed to be registered by 2024. This work has been ongoing for 2 years, and documentation will be retained by SSPC once the works are completed.

BU gave thoughts on the work to date. SSPC were put under pressure by parishioners to work towards pursuing a number of rights of way in and around the village. The job of SSPC is to recommend to SODC which RoWs to pursue further investigation.

PWo: keen to pursue rights of way, as permissive routes can be taken away.

VM: keen to support Route 1, as it gives a route for walkers to get off the main road.

Vote to recommend to OCC for consideration to grant as an official RoW

Route 1, agreed Unanimous

Route 2, agreed Unanimous

Route 3, agreed Unanimous

Route 4, 4 for, 1 abstained.

Route 5, agreed Unanimous

Many thanks to Roy, for all the works he has done over the last two years to get to this point.

Resolved: LW and RM to liaise on the response to be given to OCC, LW to submit request for RoW to OCC, Agreed, Unanimous.

PC.19.07.16 To discuss the options regarding pursuing a Neighbourhood Plan, and agree actions arising. (Appendix 1, 20th June 2019 meeting minutes, refers)

IH and GW offered their previous research and investigations and advice to VM.



PWh: asked what IH's original decision was. IH was not convinced of the benefits of a village this small. IH thinks the current scheme on the Glebe should be allowed to play out before any further decisions on Neighbourhood plan should be made.

MFR recommended a Neighbourhood plan, as it gives 3-4years of protection, before speculative applications come in. Confirmed that smaller villages don't have a housing allocation, but they also cannot say No building at all.

BU confirmed Windfall and Infill do not count towards any sort of allocation, and for example the Reserved matters Woodcote Road development would not count towards any allocation.

RM offered to VM his previous experience in research into Community Right to build.

GW offered that previously the neighbourhood plan seemed a very onerous and expensive endeavour for a small village. However now, the process seems easier, and there are other options for funding it. Worried that if an NP were worked on and therefore housing development "paused" worried about the future of the CBC and would recommend a shop were built now, with the option to build a hall later.

PWo: No questions at this point.

AS: Agree with GW, IH, RM and need to carry on down the path we are on.

BU: need to give a decision to SODC if want to consider a NP or CRtB. Gave narrative on the processes involved, and current situation.

BU: Proposes to arrange a meeting with SODC, to discuss NP. AS worries this sort of meeting would send the wrong message regarding the Glebe development.

VM: suggests further information gathering unofficially prior to arranging any discussions with SODC.

IH: confirmed next phase of inputs from the developer are due in early September.

1st proposal: Should we meet with SODC to talk through the pluses and minuses. 2 for, 3 against.

2nd proposal: If necessary, allow a further vote on proposal 1, prior to 6months if further information would suggest it is appropriate to do so, agreed Unanimous.

Resolved: Agreed reconsider meeting with SODC and further investigations in to Neighbourhood Plans and Community Right to Build, later in the year, if appropriate Unanimous.

PC.19.07.17

To discuss sending Parish representation to the course "Planning Training for Town and Parish Councils" on 17th September 2019, and approve budget for attendance.

Budget would be limited to travel expenses.

Approved for PWO and AS to attend, later session on the 17th September, LW to book Places.

Resolved: Agreed PW, AS to attend, Unanimous.

PC.19.07.18 To discuss the degradation of the footpath on the Wallingford Road, and agree actions arising.

LW & RM gave narrative on the current state of the pavement outside Glebe Cottages.

BU: Fix My Street, submission, as from the SSPC. To include, lots of pictures and details, including #10 is in a wheelchair and can no longer leave the house.

Resolved: Agreed LW to submit FixMyStreet form on behalf of the Council, Unanimous.

PC.19.07.19 To approve posting of the sign, Appendix F, at the slipway and discuss policy and ideas for the slipway.

LW gave narrative, on the PayPal Pool which has been set up. Any donations would be transferred to the bank account and allocated to a new EMR for the Slipway.

BU: We have an Outdoor Signs Policy, to put together a proposal for an appropriate outdoor Sign.

Resolved: To put forward a formal proposal at the August meeting inline with outdoor signs policy, Unanimous.

PC.19.07.20 To approve posting of signs around the village, for other fundraising activities. Community Building Project; Phone Box and Defibrillator; All Three Projects

LW gave narrative on the additional PayPal Pools which have been created along with the Slipway Pool. Any monies to be transferred to the appropriate EMR for each project.

Resolved: Agreed to post joint QR Code paper sign in the Cabinet any other signs to be inline with the signs policy, Unanimous.

PC.19.07.21 To approve the list for submission to SODC for the Deep Clean in August

Some discussion on the content.

Resolved: To submit the list as presented, Agreed , 4 for, one abstention.

PC.19.07.22 To consider the idea of a Street Party after the May Fayre in May 2020, and to agree level of support and actions arising.

LW gave summary of discussions with Cllr Hathaway. Including, request for the Street Party to be in aid of a veterans charity rather than a village project. Contact DH has had with a re-enactment group, who could get involved with provision of music etc. Fiona Dew has suggested reforming her university band to play.

Resolved: Agree DH can pursue and present a proposal at the August meeting, Agreed, Unanimous.

PC.19.07.23 To discuss, and if appropriate approve, spend of up to £1200 on a joint training course with other local parishes, "roles and responsibilities, working on your local council"

BU gave summary to date of prospective joint training course.



Resolved: rejected, not enough interest. PWh & VM to be consulted on their availability to attend the next available Roles and Responsibilities Course, Unanimous.

PC.19.07.24 To receive items of correspondence and agree actions arising

PC.19.07.24.1 Request from Ms T Seabrook to consider Allotments

BU & LW gave narrative on regulations regarding offering Allotments.

PWo: gave narrative on his discussions with Ms T Seabrook.

Resolved: To respond to T Seabrook, it is being considered as part of The Park, could she find out who would like to have them, previously no one else can forward and they were not previously ranked. Agreed, Unanimous.

PC.19.07.24.2 Request from Mr P Stevens to consider access to South Bank properties from the Glebe as part of any Glebe development.

Discussion on the current situation with respect to this topic with the Housing Working Group.

LW gave narrative on response to P Stevens already given, including highlighting Cllr Hathaway raising the issue regularly already.

Resolved: To Respond: The Parking on Cross Keys Road is for the Community Building and not the residents of Cross Keys Road. Your request has been reiterated to the Housing Working Group, whom are working towards the next public consultation towards the end of September. Agreed, Unanimous.

PC.19.07.25 Matters for future discussion.

None

PC.19.07.26 To confirm the date and time of the next Meeting. 19th August 2019, 7:30

Resolved: Agreed, Unanimous.

Meeting Ended At: 22:18

Abbreviations (where used):

AC	Amenities Charity (South Stoke Village Hall and Recreation Ground Charity)
CBC	Community Building Committee
ChCh	Christ Church
CIL	Community Infrastructure Levy
CRtB	Community Right to Build
GPoC	General Powers of Competancy
HNS	Housing Needs Survey
NWR	Network Rail
NP	Neighbourhood Plan
OCC	Oxfordshire County Council
PCSO	Police Community Support Officer
SODC	South Oxfordshire District Council
SSPC	South Stoke Parish Council