

**MINUTES OF THE MEETING OF SOUTH STOKE PARISH COUNCIL**

**South Stoke Village Hall 19:30 Monday 21<sup>st</sup> October 2019**

**Members Present:**

Chairman Cllr B Urbick (BU)  
Members Cllr V Meyer (VM)  
Cllr P White (PWh)  
Cllr P Wortley (PWo) Arrived: 19:31  
Cllr D Hathaway (DH)

**Officers Present:**

Clerk Mrs L White (LW)

**Public and Press:**

HDWG Chairman (HDWGc), District Councillor M Filipova-Rivers (MFR), CBC Chairman (CBCc) + 2 MoP

**PC.19.10.1 Apologies for absence.**

Cllr A Scrivener (AS), on holiday.

**Resolved:** To accept apologies, Unanimous.

**PC.19.10.2 Declaration of Interests by Councillors on any items on the Agenda.**

VM – Reserved Matters

**PC.19.10.3 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.**

MoP#1: Reserved Matters

CBCc: Recycling – would like to mention, as a family they recently put out some batteries out which were just put straight in the green bin. The following week, small electricals were put straight into the black bin. This has happened multiple times. MFR will raise this at district level.

HDWGc: Multiple Items, to be raised throughout the meeting.

**PC.19.10.4 Chairman's Announcements.**

Formal thank you to DH & family for their efforts with the compost and the £212.64 raised through it. Hoping to have another in the spring.

**PC.19.10.5 To approve minutes of the meeting of 16<sup>th</sup> September 2019**

**Resolved:** Approved, Unanimous.

**PC.19.10.5.1 To review progress on actions from previous Parish Council meetings and agree any revision of actions on the action list.**

See Action List

**PC.19.10.5.2 Matters arising, not elsewhere on the agenda.**

Potholes by the village hall

Proposed: LW get quotes & SSPC fill them as a gesture of good will. Works need to be one when the road is dry. LW to write to the neighbours – stating an act of



goodwill at this time, SSPC must not be considered to be taking over maintenance of the road.

**PC.19.10.6 Planning Applications – to discuss and agree Council’s response to the following:**

**PC.19.10.6.1 P19/S2865/RM, Reserved Matters, Land at Woodcote Road, RG8 0JJ**

**Noting, tree preservation letter from SSPC has been received, and Conservation Board investigation triggered.**

Letter regarding the treeline was submitted to Planning Officer, the response being they have put in a formal request from the conservation board to assess the site as part of this application. The Chilterns Conservation Board has made comment on the SODC website, but no TPO request.

LW gave summary of the changes in the plans, referencing the comments given to the previous application on the same land.

VM, speaking as MOP, believes there is a significant risk of the trees being removed long term.

MoP#1: it is impossible to tell from the drawings where the plot boundaries are on this new application. Request pushing the trees in to a common area, with shared ownership.

**Resolved:** To resubmit the same still valid comments, and maintain the OBJECTION, as the previous application on this land. Acknowledge the changes, but feel it is not enough. Plus add request for restriction on the garage, clarity on boundary of the plots, suggest shared ownership of the trees, but there is still a risk of them being cut down in the long term.

Approved, Unanimous (VM abstained).

**PC.19.10.7 To review status of CIL demands.**

None

**PC.19.10.8 To receive reports from the representatives of Oxfordshire County Council and South Oxfordshire District Council.**

**PC.19.10.8.1 District Report from Cllr M Filipova-Rivers**

Comments in addition to the report:

MFR: £2k of the councillor fund to go to Going Forward Buses

Local Plan – there is a meeting this week with Civil Servants to discuss how to keep moving forward.

**PC.19.10.8.2 Country Report from Cllr K Bulmer**

None Received.

**PC.19.10.9 Community Building Committee – to receive update.**

CBCc: Consultation was held on the 12<sup>th</sup> October: lots of rain, and only 50 attendees, with 30 feedback forms received. The comments are being analysed, but overall largely positive. This limited section of feedback will be discussed at the next CBC meeting.

There will be a summary sheet, feedback form, and hall/Shop usage questionnaire going out to all homes. The consultation will be open until the end of November 2019, minimum.

Thanks were offered to those who produced the consultation content, and the quality of it.

**PC.19.10.9.1 To receive approved minutes of the meeting 29<sup>th</sup> August 2019**

**Resolved:** Received, Unanimous.

**PC.19.10.9.2 To consider and approve grant application for £5k from OCC Ward Councillor to support activities prior to planning application**

**Resolved:** Approved, Unanimous.

**PC.19.10.9.3 To consider and approve grant application for £2.5k from SODC Councillor to support activities prior to planning application**

**Resolved:** Approved, to request grant of £3k, Unanimous.

**PC.19.10.10 Housing Development Working Group – to receive update.**

Comments in addition to the report:

A neighbour to the proposed development has voice concerns about the development, and a meeting will be held with that neighbour and RH. But suggests a personal visit to all the very near neighbours of the development to explain the process gone through and the plans.

**Resolved:** Report Received, Unanimous.

**PC.19.10.11 Amenities Charity – to receive an update on activities.**

SSVH&RGC have asked BU to help with an embedded online Village Hall Calendar on the website.

**PC.19.10.12 The Park – to receive update.**

There is a meeting planned for next week to discuss with people whom want to use parts of the park.

Concerns were raised as to the need to be very careful about The Park and how it is used, there are a lot of homeowners who would like a little bit of extra land. Need to open our minds to the best use of the park, and making the space more useable of the school, and think long term rather than short term. Consider an annual basis rental.

Purchase accident book to record recent rabbit hole accident involving the Clerk.

**PC.19.10.13 Finance**

**PC.19.10.13.1 To approve the finalised payment report and note receipts report for September 2019**

**Resolved:** Payment report Approved, Receipts Noted, Unanimous.

**PC.19.10.13.2 To approve the payment schedule for October**



**Resolved:** Approved, Unanimous.

**PC.19.10.13.3 To note the reconciled bank account and reserves balances as at 30<sup>th</sup> September 2019.**

**Resolved:** Noted, Unanimous.

**PC.19.10.13.4 To approve effectiveness of Internal Audit document for 2019/20**

**Resolved:** Approved, Unanimous.

**PC.19.10.13.5 To approve Financial Risk Assessment policy document for 2019/20**

**Resolved:** Approved, updating:

review of Budget to be at least Quarterly rather than Monthly,  
“Fiscal Support” rather than “Grants and Support,

Unanimous.

**PC.19.10.13.6 To approve the Internal Controls Statement for 2019/20**

**Resolved:** Approved, Unanimous.

**PC.19.10.13.6 To receive the completed External Audit documentation for 2018/19**

**Resolved:** Received, Unanimous.

**PC.19.10.14 Rights of Way Project, to receive update on activities, agree actions arising.**

Comments in addition to the report:

HDWGc: Spoke with OCC today, no they will not help with the copying costs, but will send the maps next week.

There will be a submission to the Newsletter and the South Stoke Facebook Page.

**PC.19.10.15 To approve the Freedom of South Stoke Parish document**

**Resolved:** Approved, Unanimous.

**PC.19.10.16 To approve the updated Introduction to Governing Documents document.**

**Resolved:** Approved, Unanimous.

**PC.19.10.17 Village Maintenance, to receive update and agree actions arising on the following:**

**PC.19.10.17.1 Cross Keys Road Ditch**

The drain is blocked, MoP has recently dug out the ditch. FixMyStreet submission to be made for multiple blocked drains throughout the village – LW to submit.

HDWGc to provide village drainage information to PWO.

To send note of thanks to MOP for clearing the ditch.

**PC.19.10.17.2 Tree down on the Bier Path**

**Resolved:** To leave the tree to nature, a natural habitat.

**PC.19.10.17.3 Damaged fence surrounding the park, adjacent to the village hall parking.**

Proposal: Item on Next month’s agenda to resolve what to do with The Park

**PC.19.10.18 To receive items of correspondence and agree actions arising**

**PC.19.10.18.1 E-mail from member of the public re: White Hill Quarry**

The AC no longer looks after this.

Proposal: asking for quotes for mowing.

Counter Proposal: asking the tenant farmer to start farming the land again.



**Resolved:** Agreed to investigate both options and present at the next meeting, LW to investigate mowing, DH to investigate returning to farmland, unanimous.

**PC.19.10.18.2 E-mail from SODC regarding removal of a waste bin, subsequent to a FixMyStreet Submission.**

Proposed: no further action.

**Resolved,** agreed, Unanimous.

**PC.19.10.18.3 E-mail from SODC requesting a meet and walk around regarding CIL**

DH, PWO & VM keen to meet with them, LW to arrange meeting.

**PC.19.10.18.4 E-mail from Savills requesting meeting with SSPC regarding Rights of Way Exercise and other developments in the village in relation to Christ Church land**

To suggest Tuesday 5<sup>th</sup>, and book the village hall.

**PC.19.10.19 Matters for future discussion.**

Email from Power for People, an NFP campaigning for the "Local Electricity Bill" – PWO to draft response for the Nov meeting.

Signs policy – PWO to make a proposal.

Elderly within the village – Loneliness initiative – tie up with the Church – PWO to make a proposal.

**PC.19.10.20 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:** Approved, Unanimous.

**PC.19.10.21 To receive update on village projects, grant application.**

Formal note of thanks to be given to MoP who helped with the application.

Further notification on progress will be given by 14<sup>th</sup> Nov 2019.

**PC.19.10.22 To consider the first nominees for the Freedom of South Stoke award.**

Discussions regarding potential nominations. Formal Submission to be made next month DH to draft outline nominations.

**PC.19.10.23 To confirm the date and time of the next Meeting. 18<sup>th</sup> November 2019, 7:30**

Agreed.

Meeting Ended: **21:21**

**Abbreviations** (where used):

<b>CBC</b>	Community Building Committee
<b>ChCh</b>	Christ Church
<b>CIL</b>	Community Infrastructure Levy
<b>CRtB</b>	Community Right to Build
<b>GPoC</b>	General Powers of Competency
<b>HDWG</b>	Housing Development Working Group



<b>NP</b>	Neighbourhood Plan
<b>NFP</b>	Not For Profit
<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>SSSVH&amp;RGC</b>	South Stoke Village Hall and Recreation Ground Charity