



Minutes of a Meeting of the South Stoke Parish Council Monday 27th February 2023 at 7:30pm, South Stoke Village Hall

Councillors in attendance:

Victor Meyer (VM)
Andrew Scrivener (AS)
Diana Hathaway (DH)
Nigel Bond (NB)
Deane Mallinson (DM)

Public Forum: (11)

No matters were raised in the public forum.

1. To receive apologies for absence and to approve the reasons given.

John Verrill (JV)

Resolved: *It was unanimously agreed to approve reasons for absence.*

2. Declarations of interest

None

3. To consider requests for dispensations

None

4. To approve the minutes of previous council meetings

The minutes of the Parish Council Meeting of 28th November 2022 and 23rd January 2023

Resolved: *Approved unanimously that the minutes were an accurate record of the meeting.*

5. To review Actions List

The Actions List was circulated and will be updated for the next meeting.

Chairman's Announcements

Formal correspondence has been received by SODC for the elections upcoming in May, as soon as the formal notice is given this will be published.

6. County and District Councillor Reports

Receipt of the report from Councillor Filipova-Rivers.

Resolved: *It was noted that the report was received.*



7. Committees and Community Groups

To receive regular reports and updates, and approve actions:

7.1 Park Project Committee

Standing Orders were suspended while comments were received from the Committee and various members of the public.

Comments included the following:

- *MOP: The vision for the park was agreed in last month's meeting, a supplementary report was issued in January with a marked-up plan for phase 1 scope. When is discussion with the church they have requested a much larger area 1100sqm, the committee was not in a position to take a decision as it was a vast area and defers this to the PC/possible second public consultation.*
- *MOP: Worried that there will be a derailment of the project with looking to join in non-mature projects and risk the project not going forward.*
- *MOP/PC: There was discussion about the need for a 50yr plan for the church with an earmarked leased area that could be subject to a future use decision when required.*
- *MOP: It is not clear what the council has approved, there is 13 points in the plan, however there was a holistically approval of the vision of the plan, which has led to confusion within the Parish.*
- *MOP: If a small-scale community garden is approved, it is unlikely that it will meet the funding guidelines from Mend the Gap. It is worthwhile considering this when looking at incremental builds and funding of the whole build.*
- *PC: The school space is a priority so that this can be enjoyed during the summer, along with a communal garden area for community enjoyment. SSPC aims were to sign off on the core project elements that would achieve this with an aim to get something in for summer.*
- *MOP: Funding analysis has been submitted and where potentially where the money can be raised from, there is an estimated 180k to complete the full project. There are two identified bodies who could raise funds and we are seeking approval to seek funds this evening.*

Standing Orders were reinstated as the Committee recommended that South Stoke Parish Council:

1. Confirms its vision for The Park.

Resolved: *Unanimously approved as outlined in the Stage 1 Report of the Committee*

2. Gives the go-ahead for the Park Project Committee to commence both the implementation and operation phases of Phase 1. (As defined in Appendices D and E of the Stage 1 Report and as amended in the marked-up plan attached to these minutes).

Resolved: *Unanimously Approved*

3. Gives the go-ahead for The Park Project Committee to apply for grant funding on the basis of the community garden as described in the target model, noting that sufficient, time-



limited funding sources have been identified.

There was a further discussion of whether funding from Mend the Gap could be achieved on a phased basis, and whether can we use CIL money in the future. It was raised that MTG funding would need to be based on the full plan and that funding requests for different phases would unlikely be successful in isolation.

Resolved: *Unanimously Approved, that funding be requested for the full target model, but based on implementation being completed on a 2-phase basis, with PC approval on items in phase 2 and we will address these in the TORs, setting clear parameters.*

3A. In view of SSPC's concerns about potential conflict between The Park Project and other projects that SSPC wishes to pursue, it is recommended that a joint approach by the Committee and SSPC should be made to the identified fundholders.

Resolved: *Unanimously Approved to keep these separate.*

4. Gives the go-ahead to The Park Project Committee to conduct a pre-application consultation with South Oxfordshire District Council to determine which elements of the plan implementation require permission under Town and Country Planning legislation and notify Christ Church of SSPC's intentions.

Resolved: *Unanimously Approved*

5. Gives the go-ahead for the Parochial Church Council to apply for Planning and Environmental consents for the burial ground extension as marked on the plan and to ask the PCC for monthly progress reports.

Resolved: *Unanimously noted with no objections.*

6. Serves immediate notice on the grazier.

Resolved: *This has been given on 13th February, but is subject to completion of a two-month notice period.*

7. Makes arrangements for an earmarked reserve account for The Park Project.

Resolved: *Unanimously Approved*

8. Establishes procedures for banking and VAT relating to The Park Project.

Resolved: *Agreed to take this away to come up with a workable procedure.*

9. Briefs the community about the decision and the delivery plan.

Resolved: *Unanimously Approved for a draft to be presented to the PC to be approved by PC and published in the newsletter.*

10. Defines the new licences or subleases to be granted and initiates the legal work.

Resolved: *Agreed to research what licences are required.*

11. Instructs the Park Committee to notify the community of the availability of growing plots and to carefully assess the demand for community growing space and for rented growing space and then, in consultation with SSPC, make an appropriate decision as to the size of the growing area and the allocation of growing space between communal, group, family and



individual users. The Committee shall determine how any communally used growing space will be managed.

Resolved: Unanimously approved for research to go-ahead and feeding this back to SSPC.

12. Gives the go-ahead for The Park Project Committee to draft an operating strategy for the Community Garden, as set out in Appendix E of the Stage 1 Report.

Resolved: Unanimously Approved

13. Determines a timescale for additional consultation necessary if the further extension of the graveyard is to be pursued.

Resolved: Unanimously decided that there should be nothing that compromises the area left of the graveyard (seen on the project map when facing the Church from the Park) for potential future burial ground use and that this requires further discussion with SSPC.

It was also requested that the committee chair has the freedom to get more help to deliver the project. It was noted that the SSPC will need to co-opt the new members to be approved onto the Park Committee and review of TORs will be drafted for review.

7.2 South Stoke Community Shop

AS: A lot of work has gone into looking for a new premises option for the shop. On the back of this, a conversation has taken place with the planner, who has suggested this option would address planning concerns. The old application has been withdrawn and a new application can be submitted FOC.

Resolved: Noted

7.1. South Stoke Amenities Charity

VM was invited to attend, adult exercising equipment is now in place and operating well, the insurance has been extended with a premium increase indicated for next year's policy. It should be noted that the equipment has been funded by the National Lottery.

There was a discussion that the village hall hire fees will increase by £1.

There was a discussion regarding a full structural survey for the village hall to plan for remedial works to the hall. Potentially an application for CIL money.

Gravel at the back of the hall needs to be removed – looking at resolutions for this.

A new cleaner has been secured for the hall.

Football goal posts have been removed from the rec and new ones are being looked to source with the grant money from SODC.

FY2018-2020 The PC was supporting the AC to the tune of approx. £5k per year and would request this was revisited if the PC can subsidise once again. The AC will need to use reserves to maintain for this year of approx. £2.5k

Telephone Box was adopted by 2019, but it is something the AC could get involved with along with the shop. Would the PC like to delegate this back to the AC.



Resolved: The above points were noted. The Telephone box to be placed on the next agenda.

It was agreed that the meeting would be extended until 10pm.

7.3 Slipway Committee

AS reported that the availability of budget for any slipway repairs needed to be addressed before any proposal could be brought to the PC for approval.

Resolved: Noted

8. Parish Finance and Administration

8.1. To receive and approve SSPC invoices for payment and reconciled accounts

Two invoices received:

- i. Goring Press – December January edition £359.15 & £256.76
- ii. Public internet £14.40
- iii. Salaries X 2 £325.59 & £704.18
- iv. HMRC £81.20

Resolved: Invoices authorised and unanimously approved

8.2. To receive, discuss and approve the SSPC budget for the next financial year.

The PC formally reviewed the budget in a budget session on Monday 5 December at 7.30pm, this budget was brought back for PC approval.

Resolved: Deferred to discuss in the March meeting, RFO would like to look at the projection for next year, and how much of the existing reserves to move to the earmarked reserves. Clerk to move to the first item of the agenda.

8.3. Asset list

Resolved: Reviewed and noted.

8.4. To discuss progress on a new SSPC website service provider and approve any costs and actions.

Website invoice has been provided and includes 12 months of the new website. The website will be integrated with Facebook, and this has now been resolved. Old email addresses will be archived, and current ones will be transferred.

Resolved: E-mails to be transferred before the website can go live. Carry over the next agenda for website go live.



- 8.5. To discuss any other items relating to the administration and finances of the SSPC and approve actions.

Resolved: None

9. Planning

- 9.1. To Note planning decisions made:

- P21/S3772/FUL– Sycamores Wallingford Road South Stoke RG8 OJJ– Proposed extension and sub-division of existing house to create a pair of semi-detached houses. The extension and alteration of the existing detached garage to create annex erection of garden shed and greenhouse to plot 3. (As amplified by additional arboriculture information received 11 November 2021, ecological information received 20 June 2022 and sustainability information received 07 December 2022) – **GRANTED**
- P22/S2620/FUL - South Stoke Primary School The Street South Stoke RG8 OJS - Remove the current trim trail in the playground and replace it. – **GRANTED**

Resolved: The above applications were noted.

10. Correspondence and Miscellaneous Matters

- 10.1. To receive items of correspondence and approve any required actions in response.

- South Stoke Traffic Management Plan
MOP would like the Council to table a discussion on the traffic management plan for the village, including Wallingford Road at the next meeting.

1) A 20-mph speed limit in areas of the village excluding Wallingford Road, while passed, neglects the highest risk road in the village. It is the responsibility of the Parish Council to take a risk-based approach to managing speed. What is the justification for repeatedly ignoring the highest risk road in the village? This should include traffic calming measures. Is the Council prepared to put a cost on a life?

2) There are a number of pavements in the village that are woefully inadequate, resulting in a danger to less mobile and elderly residents. For example, on South Bank. I have discussed this at length with several elderly parishioners.

3) Where is the medium to long term plan traffic management plan for the village? Many other local communities seem to take this responsibility seriously, but South Stoke is woefully lacking.

Resolved: *Noted and it was agreed that we should communicate that there is a wider piece of work being done by OCC and we are currently in pre-consultation*



supporting the 20mph speed zone.

- **Footpaths and RoW applications.**
MOP requests a response from the PC that addresses the following points on the ROW outcomes from the consultation a number of years ago:
 - 1/ what decisions did the PC make in the light of the feedback?*
 - 2/ what action was taken (if any)*
 - 3/ if action was taken, what progress has been made, what is the current status? Can this be put into the public domain.*

A lot of time has passed due to the process, the initial consultation was driven by a change to the legislation which required these to be submitted by 2026 – this deadline is now obsolete. In a meeting on the 9th July 2021 refers to which ROW applications should be submitted.

There was a confirmation of the application in May 2022 for the application between Ferry land and the Bogey hole, which was submitted and is now back with OCC.

Resolved: *Noted, and there will be a summary provided in the newsletter.*

10.3 Water meadows:

MOP: Has mentioned that they have leased the water meadows from Savills for a number of years and are maintaining the land and ditches.

It is noted and that this is something that SSPC will need to discuss with Savills; there is some concerns over how SSPC will maintain, use and police the use of the water meadows, it is important that SSPC provides a vision for the water meadows and if necessary consult with the village on this. AS reported that SSPC approached Savills for the angling rights and were offered the Water Meadows as a whole, there is more investigation required on what the vision and plan on what SSPC would plan to do with the area. Savills said they would discuss with the historical lease holder of the land and would come back with the proposition to the PC, Savills came back with an offer of a lease for the entire area of the land, which SSPC had been confirmed that Savills would discuss with the historical lease holder, and SSPC have continued on in good faith that the historical lease holder would have been informed. At present there is no confirmed land uses decided on by SSPC, only that the Heads of Terms are being drafted.

SSPC is currently in confidential discussions for the Heads of Terms, once these have been established, they will be reported to the Parish.

- 10.2. To discuss matters not covered elsewhere on the agenda and agree actions.
 - To discuss SSPC contribution to White Hill Quarry costs and approve actions.



PC agreed to pay for the grass to be cut, the grass cuttings need to be removed from site. The grass needs to be cut before the end of March, before the Orchids come up.

Resolved: *Clerk to action DH to provide details to the clerk, with the grass cuttings stack where they were left before.*

- 20mph pre-consultation feedback

Resolved: *To include all residential areas in the 20mph zone as per the 2022 consultation.*

11. The Newsletter

11.1. To discuss progress on the reconciliation of advertising invoicing and agree actions.

Resolved: *Deferred to the next meeting as we have missed the deadline.*

11.2. To agree list of items from this agenda to be included in the next edition of the parish newsletter.

Resolved: *Deferred to next meeting*

12. Matters for confidential discussion.

None

13. Matters for future discussion.

Election

14. To confirm date of the next meeting

To Note the next meeting will be held on 13th March 7:30pm

Meeting closed: 22:01