



## Minutes of a Meeting of the South Stoke Parish Council

Monday 23<sup>rd</sup> January 2023 at 7:30pm, South Stoke Village Hall

### Councillors in attendance:

John Verrill (JV)  
Victor Meyer (VM)  
Andrew Scrivener (AS)  
Diana Hathaway (DH)  
Nigel Bond (NB)  
Deane Milson (DM)

### Public Forum: (5)

*No matters were raised in the public forum.*

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

*None.*

**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 28<sup>th</sup> November 2022*

**Resolved:** *A copy paste error was located, moved to correct and defer approval until the next meeting.*

**5. To approve appointments of the new Clerk and RFO**

**RESOLVED:** *to approve the new appointments for RFO of Yvonne Peet and Clerk Sinead Archer. Cost of both the new RFO and Clerk are similar to the costs of the previous Clerk and Assistant Clerk. VM to confirm contract terms and costs for SSPC budget with Cllrs and bring both Clerk and RFO contracts to the next meeting for approval.*

*It is noted that VM has done an excellent job picking up the Clerk role in the last 10*



months, JV and AS first and seconded a big thank you to VM.

JV has formally stepped down as RFO with the newly appointed RFO taking post.

## **6. To review Actions List**

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

## **7. Chairman's Announcements**

*The rights to fishing on South Stoke meadow were relinquished back to Christchurch in the Summer, JV and DH approached Christchurch to see what could be done to get the angling rights. Christ Church offered a 20 year lease of the whole 44 acre area of river frontage adjacent to The Street; it is a unanimous view of the PC that this gives an amazing amenity for the village. It is hoped that terms will be agreed within the next view weeks for an annual rent of £1,000 with a limited capped rent review every three years. The site will need to be maintained in good environmental condition but it is not anticipated to take up significant Parish funds. The main expenses would be mowing and ditch maintenance. Christ Church would retain the timber rights, PC will have grazing rights, with no obligation to fence the grazing areas until livestock is in situ. PC would honour existing mooring rights but not issue any further moorings licences. It is important to note that no buildings or commercial lettings allowed without prior discussion with Christ Church.*

**AS:** *It is a positive development for the village to use this, removing the issue of who can access the land. Allowing for a non-published public right of way, opposed to allowing other people to take control of it.*

**VM:** *Move to put this onto future Agendas as an item for future discussion and approval.*

## **8. County and District Councillor Reports**

*Receipt of the report from Councillor Bulmer and Councillor Filipova-Rivers.*

**Resolved:** *It was noted that the reports were received. It was requested that Cllr Filipova-Rivers is notified of meeting dates. It was noted that she has been informed but was unable to attend due to a clash in meetings.*

## **9. Committees and Community Groups**

To receive regular reports and updates, and approve actions:



9.1. Park Project Committee

*MOP: Mail sent to the Clerk this morning, to inform that a representative is coming from Mend the Gap to site to look at the planting next Thursday (2<sup>nd</sup> Feb). A plan has been agreed as it was understood that the planting plan had been agreed between Mend the Gap and the Park Committee. Should someone from the Park Committee/PC be present. A rabbit proof fence will be put in place to protect the trees, with trees being planted every 4 metres.*

**Resolved:** *It was agreed that someone from the PC should be present. JV or DH will attend, once the time of the meeting has been established.*

*DK reported that the stage 1 report has been issued to the Parish Council as per the T&Cs published in summer 2022, that there has been a request for further granular information, which has also been supplied, which presents 12 recommendations based on 3 sources of data, which are now with the PC for decision. The Park Committee is awaiting instructions on a stage 2.*

*Minor adjustments have been made to the plan, it is not felt that these changes require a full consultation with the public, as the amendments have been made on the back of feedback on the first consultation. It is requested that funding is matched to the stages of development as these are approved. It is not expected that the whole plan is approved at once, and consideration should be given to whether the committee should remain as it or if other expertise is required moving forward. It was also requested that a long-term funding plan is put in place for ongoing maintenance.*

*When decisions have been made and revised instructions have been supplied to the committee – we will then meet and decide what we need to do to decide on what actions the PC wants. The skills needed to implement vs writing the report will need to be reviewed.*

*The following questions and comments were raised by the PC:*

*It was unanimously requested that the committee is publicly thanked for the hard work gone into the report and its recommendations.*

*VM: Are there things that can be approved and given the go ahead to some work streams for this project? JV: It is hoped that some quick wins can be*



*ticked off and run both this and the Water Meadows in tandem. It may need to rethink the environmental strategy for South Stoke if the meadow project is signed off.*

*The Graveyard will need to be determined as per the Churches decree, all land will not be consecrated, so that natural burials can be included. Consecrated graves can have headstones. If a larger area for the church were to be considered, what implications would this have for the full plan?*

*Is there a plan to control the allotments – what are the expectations for these to be maintained going forwards, the allotments are a significant part of the plan. Is such a large area required for allotments given the plot sizes of houses within the village. At present there are 12 requests for an allotment, without any advertising. Concerns have been raised as there is a mention of selling produce – this is not currently possible as the law states that allotments are for personal use only. Preference of a communal garden with some growing elements but not an allotment with its associated infrastructure costs.*

*There is already a plan attached to the lease, which has designated areas for where the burial ground can go, it is worth looking at this and cross referencing this.*

*Prioritising the church and the school getting some use from the plan in the short term. Getting something started to showcase the plan is important, the community garden would be a good place to start.*

**Resolved:** *The vision outlined in the report is clear and supported, and should be progressed in stages with the ability to adjust the plan as things progress. The next stage of implementation to focus on the following: (1) School request for outside space, with an aim of this being in use for summer; (2) forming the footpath route through the Park; (3) work to firm up the potential church yard extension, including a lease that potentially allows it to be taken in pieces; and (4) Stage 2 implementation planning of the community garden to get underway, which should aim to get villagers into the park and encourage comments. The Park Committee will return with a revised plan/Map for these elements.*

*Tudor Barn correspondence – this is not within the remit of the Park Committee; it has been noted by the Parish Council.*



**Resolved:** JV will write to explain that the outcome of the survey was that no garden extensions or purchasing of the park land will occur.

9.2. South Stoke Community Shop

AS: Circulated a new plan for the shop, to be placed in the existing place but further across. The plan has been reviewed and only concern is too much car parking. Proposal from the shop board is to contact the planners formally to make the application. The shop will overlap its current location, which will mean that the shop will temporarily shut – discussions around relocating to the village hall temporarily.

**Resolved:** The Parish Council does not formally object to the current outlined plans and supports the planning application is made. To add the cost and budget for the planning application for the next meeting.

9.3. South Stoke Amenities Charity

Funding has been received for the exercise equipment, this will start to be installed from Wednesday and should be completed by the end of the week. 6 pieces to start, followed by a review as to if more is required. Goal posts are being removed and the pitch will be reducing the size of the pitch to that is useful for the school to try and generate more usage. The Village hall has a long term and short term plan for use and consideration of the shop being located temporarily to the hall. Outside equipment is under the insurance of the Parish council, all equipment is checked weekly.

**Resolved:** It was noted that a report was received

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

9.4. 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:** To defer until next meeting.

## 10. Parish Finance and Administration

- 10.1. To receive and approve SSPC invoices for payment and reconciled accounts  
These were noted. Invoices should be sent to the RFO to be approved, and



*then the payment should be set up by the RFO and then two signatories should be set up on the account to approve the spending.*

*Two invoices received:*

- 10.2. *Graham Ambler – Grass cutting £99  
Goring Press – January edition £281.23*

***Resolved:*** *To have the bank mandate changed and more signatories to be added to the account. Invoices authorised and approved by AS and seconded by VM*

- 10.3. *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:*** *To add to the next meeting to look at the current reserves and current projects are in the pipeline/requests for funds for community projects. Asset list is required for March agenda.*

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

*A link to the new website has been sent for feedback for look and feel. It will be the Parish council website with a village website page for community items. No changes to the costs which were discussed in prior meeting.*

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

*RFO has reached out to the government gateway for login details to access this. The current meeting schedule is slightly out of the sync with payment schedules, and it is proposed that this is moved to the second Monday of Monday from March*

## **11. Planning**

- 11.1. P22/S2620/FUL– South Stoke Primary School, The Street South Stoke RG8 0JS– Remove the current trim trail in the playground and replace it.

***Resolved:*** *It was resolved unanimous to approve the application with no*



*strong views.*

**11.2.** To Note planning decisions made:

- P22/S0349/HH– 10 Glebe Cottages Wallingford Road South Stoke RG8 OJA– Single and two storey extensions to front side and rear and formation of vehicular access. Provision of a dormer window to the front elevation and the relocation of the entrance door to the front with an open canopy porch. Amended & additional information received 26 April 2022 and as amended by plan received 29 November 2022 – **GRANTED**
- P22/S4041/S73 - Ashmount House Ferry Road South Stoke RG8 OJL - To vary conditions(s) 2 (Approved plans) and condition 3 (Materials) under application reference number P21/S5185/HH to alter the roof material on the Pool house to slate (to match the house) & allow for solar PV panels to be incorporated into the south facing roof slope, which faces the garden and to allow for amended plans to be accepted so the roof material of the pool house can be altered to slate. (Demolition of existing double garage & replacement with pool house and outdoor swimming pool to the rear.) – **GRANTED**
- P22/S2477/FUL- Land at Icknield Gas to Grid Anaerobic Digestion Plant Icknield Road Ipsden OX10 6AS - Construction of a green energy hub comprising a standalone solar array together with grid connection infrastructure, underground cable route, site accesses, access gates, internal access tracks, security measures, other ancillary infrastructure and landscaping and biodiversity enhancements. (As amplified by additional information received 16 August 2022 and amended by information received 14 October 2022).- **GRANTED**

**Resolved:** The above applications were noted.

**It was agreed that the meeting would be extended until 10:30pm.**

**12. Correspondence and Miscellaneous Matters**

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

- Openreach work in the village of South Stoke, South Oxfordshire C55236869

*MOP has written to MPS, Head of Openreach and Parish Council, he is unhappy about the unsightly cable real on the lamppost outside of MOPs house. The engineer explanation of why the cables are not run through the copper, and the only way to get this through is to dig up all the roads.*



**Resolved:** *Noted*

- Speed Indicator replacement  
*It is suggested that we wait for the roll out of the 20PMH speed limit is installed by September, and then take a view on if there is a requirement for the speed indicators. MOP has been informed that the PC is waiting on OCC highways team on the 20mph reviewed in September.*

**Resolved:** Clerk to respond as per above position.

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

### **13. The Newsletter**

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

**Resolved:** *to be deferred to February.*

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

**Resolved:** *Announcement of the meadows and the receipt of the park report, and school playground planning application.*

### **14. Matters for confidential discussion**

*There was a confidential discussion*

### **15. Matters for future discussion**

### **16. To confirm date of the next meeting**

To Note the next meeting will be held on 27<sup>th</sup> February and 13<sup>th</sup> March 7:30pm

Clerk is away on annual leave from 10<sup>th</sup> February until 21<sup>st</sup> February inclusive, April 9<sup>th</sup> until 16<sup>th</sup> inclusive.

Chair is away 15<sup>th</sup> February until 5<sup>th</sup> March inclusive.