

## Minutes of the Meeting of East Hendred Parish Council, Tuesday 13<sup>th</sup> September 2016 at 7.30pm at Snells Hall

Present: John Sharp (Chair), Roger Turnbull, David Jones, Charles Pappenheim, Catherine Shortis, Selby Stocks, Stephen Webb

Clerk/Finance Officer: Julia Evans

County Councillor:

District Councillor:

PCSO:

Members of the Public: Mark Beddow and two others interested in the Planning items on the agenda. David Wood interested in item 5 on the agenda. Mr Judson.

1	<b>Apologies for Absence:</b> Chris Bedford, Mike Murray and Denise Clements sent their apologies.	Action
2	<b>Declarations of Interest:</b> Cllr Turnbull declared an interest in Agenda item 11a. Cllr Sharp declared an interest in Agenda item 18b.	
3	<b>Acceptance of Minutes of 9<sup>th</sup> August 2016:</b> The Minutes of the Monthly meeting held on 9 <sup>th</sup> August were approved and signed. Proposed: Cllr Turnbull, Seconded: Cllr Stocks. RESOLVED.	
4	<b>Matters Arising from the Minutes of 9<sup>th</sup> August 2016:</b> Outstanding Actions, not listed separately on the Agenda, were discussed as follows:	
4a	<b>Dog Waste/Waste Bin:</b> It was reported that the developer had suggested a site for the new bin. The Clerk has written to the Vale to check that the location is acceptable. Still awaiting a response. Clerk to chase again.	Clerk
4b	<b>S106 FUNDING FOR COMMUNITY ART</b> The owl sculptures and the notice board have been added on to the asset register. It was reported that a resident of Portway Close had requested an owl sculpture for the area. Cllr Bedford agreed to speak to Abigail Brown regarding public art funding from Pye Homes phase 2. He also suggested an 'adopt an owl' scheme for future maintenance of the sculptures.	C/F: CB
4c	<b>EMERGENCY PLAN – PROGRESS:</b> The development of an emergency plan is ongoing.	C/F: JVS/CP/RT
4d	<b>BUS SHELTER</b> The work has been completed and paid for.	CLOSED
4e	<b>PUB SIGNS – FOR PLOUGH AND OUTSIDE THE EYSTON ARMS</b> Nick Parry has responded stating that the sign is on pub/estate land and the Conservation Officer has confirmed that it doesn't Listed Building consent. Clerk to write back to ask for something more in keeping with the conservation area. A member of the public has previously reported that The Plough sign has been reinstalled. The Clerk has written to Alan Prately at OCC Highways. Still awaiting a reply.	Clerk
4f	<b>REVIEW OF DECLARATION OF MEMBERS INTERESTS</b> Cllr Stocks has completed his form.	CLOSED
4g	<b>Review of Grants Policy and Complaints Procedure</b> These reviews are to be carried forward to later in the year.	C/F:Clerk
4h	<b>Roadworks on A417</b> Neighbours have been informed about the roadworks recently carried out on the A417, but the Parish Council was not. Clerk has written to Stuart Wright at	

2016/17

	Pye Homes to ask that the Parish Council is informed in the future and to ask what has been done, but no reply has been received. Cllr Turnbull noted that Stuart Wright had been ill and agreed to find another contact at Pye Homes.	RT
5	<b>PROGRESS ON RECRUITMENT OF NEW COUNCILLORS</b> David Wood has applied for the position of Parish Councillor. A vote on the co-option on a new councillor will be taken at the October Meeting.	
6	<b>COMMUNITY POLICE OFFICER'S REPORT</b> PCSO Clements sent a report by email which was circulated to councillors. It was reported that there had been a spate of car break-ins, that moped riders had been causing a nuisance and hare coursing was starting again. The Wantage area police report had also been circulated.	
7	<b>OPEN FORUM:</b> Mr Judson reported that the grass in front of Portway Close was not cut by the contractors who were in the area today. It was noted that there is some confusion over bus timetables. Cllr Webb confirmed that the bus timetable in The Bulletin was the latest one. Mr Judson raised several points about the play areas. He reported that residents of Portway Close were informed of the roadworks, which he said were due to Thames Water. Mr Beddow noted that the tree behind the Jenkins bench needs pruning as it is overhanging the bench. He volunteered to do this and the meeting gave permission.	Mr Beddow
8	<b>COUNTY COUNCILLORS REPORT:</b> Cllr Lilly sent an email report in advance of the meeting which has been circulated to all councillors.	
9	<b>DISTRICT COUNCILLORS REPORT:</b> This was not available.	
10	<b>FINANCIAL MATTERS:</b>	
10a	<b>Q1 Finance Report:</b> The Q1 accounts have been circulated to the Finance Committee for review. A Finance Committee meeting is to be arranged for October.	Clerk
10b	<b>Approval of September Payments:</b> The full list of payments is attached to these minutes. The Accounts for Payment for September 2016 total £5191.27. Proposed: Cllr Pappenheim, Seconded: Cllr Stocks. Approved. The cheques were signed.	
11	<b>PLANNING ITEMS</b>	
11a	<b>P15/V2560/FUL- Pye Homes phase 3. Amendment no. 3 to plans to develop 48 dwellings on land to the east of Portway Cottages. Cllr Turnbull left the room.</b> It was reported that the points raised at the last Planning Committee meeting had now been addressed. Cllr Sharp circulated a proposed response to the latest set of amendments. The highways issues have still not been properly addressed but John Patey has agreed the latest highways amendments. It was felt that the highways issues remained significant. Cllr Webb raised the issue of an historic milestone that will be affected by the proposed highway changes. The matter has been passed to the conservation officer. A number of people have not received notification of the amendments but the Vale has insisted that they were sent out and will not provide extra time for those people to submit their comments. Cllr Sharp and Pappenheim agreed to escalate their concerns within OCC Highways. <b>Cllr Turnbull returned.</b>	JVS/CP
11b	<b>P16/V2156/LDP – Wych End, The Spinney, Ford Lane.</b> Certificate of lawful development for the removal of existing conservatory and the construction of a single storey glazed extension and single storey side and rear extensions. No actions arising.	

11c	<p><b>P16/V0235/O – Greensands/Mather House.</b> There have been no new amendments.</p> <p><b>Appeal Reference APP/V3120/W/16/3145234 - Greensands</b> It was reported that the appeal for the original Greensands application, which was rejected by the Vale, is set for November 2016. Clerk to establish the date by which evidence needs to be submitted.</p>	
11d	<p><b>Local Plan Part 2 – Call for sites:</b> Clerk to ask the Vale when the Parish Council is likely to be consulted on the sites.</p>	Clerk
11e	<p><b>Vale Local Plan Part 1 – Consultation on modifications:</b> Cllr Turnbull presented a proposed response to the consultation which was reviewed by the meeting. In summary the response 1) expressed concern that the guidelines have not been followed with regard to the apportionment of Oxford's unmet need; 2) is seeking a review of housing requirement figures; 3) welcomes the removal of sites within the AONB. Cllr Webb raised an issue with MM20 affordable housing. The impact of changes to policy guidelines is unclear. The meeting approved the response. Cllr Turnbull to submit.</p>	RT
12	<p><b>REVIEW OF GRASS CUTTING WITHIN THE VILLAGE</b></p> <p><b>Cemetery:</b> A meeting has been held with the PCC regarding cemetery grass cutting. They felt that the number of hours for cemetery grass cutting was sufficient but accepted that extra hours would be required from time to time. It was pointed out that there had been extraordinarily rapid grass growth earlier this year. The issue of grass cuttings being left on memorials was raised but it is not possible to stop this, especially during period of rapid growth. The situation is to be monitored. It was noted that the contract with the churches requires that they pay a proportion of the cost of equipment. It was felt that the current proportion is unreasonable and Cllr Sharp suggested 10-15% of the cost in future.</p> <p><b>Village grass cutting:</b> This needs to be considered in more detail. Next year a proper contract is to be drawn up with Evergreen.</p>	CP/Clerk
13	<p><b>WEBSITE REVIEW</b></p> <p>No progress to report on the website at the moment.</p> <p>Cllr Sharp reported a matter that had been raised on Spotted Hendred. Cllr Shortis suggested that this site should be monitored by the Parish Council. Cllr Stocks volunteered his wife for this. All Councillors to have a look at the site.</p>	C/F: DJ All Councillors
14	<p><b>NEIGHBOURHOOD PLAN:</b> CFO has been invited to come and talk about Neighbourhood Plans but they were unable to make this meeting. Clerk to obtain some other dates.</p>	Clerk
15	<p><b>ANNUAL REVIEWS</b></p>	
15a	<p><b>Annual Asset Inspection:</b> Cllrs Pappenheim and Shortis have completed this.</p>	CLOSED
15b	<p><b>Review of Contracts and Leases:</b> The register was approved subject to minor amendments.</p>	CLOSED
15c	<p><b>Review of Risk Register:</b> This was approved.</p>	CLOSED
16	<p><b>HENDRED ESTATE ITEMS:</b></p> <p>Nick Parry sent a written report:</p> <p>The matter of the sign outside the Eyston Arms, included in this report, has been covered in minute reference 4e above. Other matters reported were:</p> <p>1) The planned Duty of Care tree works have been completed. A further survey of specific areas in the village is to be undertaken in the near future by the Estate's tree safety consultants to identify any works needed. This survey area includes Snells boardwalk where some dying trees have recently been</p>	

	<p>identified.</p> <p>2) Work on the wall on St Mary's Road is progressing well whilst the good weather holds. The Estate team seem to be getting favourable comments every time somebody passes by. A further section of wall is going to need to be rebuilt on the corner of St Mary's and High Street.</p> <p>3) Hedge cutting works have largely been completed.</p> <p>4) OCC should be completing the replacement of the footbridge over Ginge Brook this week which will enable footpath 199/15 to West Hendred to be reopened.</p>	
17	<p><b>NEIGHBOURHOOD ACTION GROUP</b></p> <p>Nothing to report. It was agreed to remove this matter from the agenda.</p>	
18	<p><b>WORKING GROUPS/REPRESENTATIVES REPORTS AND UPDATES</b></p>	
18a	<p><b>Sports Club:</b></p> <p>The first eleven cricket team won division 2 of the LCA this summer. It is the first time the club has won one of the top divisions. Cllr Pappenheim to put an item on the next village email.</p>	CP
18b	<p><b>Allotments:</b></p> <p><b>Cllr Sharp left the meeting. Cllr Pappenheim took the chair.</b></p> <p>Cllr Shortis presented proposals for the allotment rents. It will be a simpler system based on the size of the plot. The cost is £4.15 per pole. Cllr Jones proposed accepting the new charging structure. Cllr Webb seconded.</p> <p><b>RESOLVED. Cllr Sharp returned.</b></p> <p>Cllr Shortis has chased those whose allotments are untidy.</p> <p>Cllr Shortis asked for some assistance collecting the allotment rents.</p>	
18c	<p><b>Bulletin/Website/Facebook:</b></p> <p>Cllr Pappenheim thanked everyone for distributing The Bulletin. This issue has run out and a confirmation of numbers is required. Cllr Pappenheim to follow up.</p>	CP
18d	<p><b>Courtesy Lighting:</b></p> <p>Nothing to report.</p>	
18e	<p><b>Playgrounds:</b></p> <p>Cllrs Bedford and Shortis have carried out a full inspection. The RoSPA report has assigned high risk levels to some items in the playgrounds. Paul Stoter to be asked to quote for the repairs.</p> <p><b>PLAY EQUIPMENT UPDATE:</b></p> <p>Basket Swing: One quote has now been received. Awaiting a second quote.</p>	CP CS/CB
18f	<p><b>Transport:</b> Nothing to report.</p>	
18g	<p><b>Snells Path/Nature Reserve:</b> The environment group has cleared the weeds. They were thanked for doing such a good job.</p>	
18h	<p><b>Harwell Liaison:</b> Cllrs Bedford and Turnbull did not attend the meeting as agreed at the August Parish Council meeting.</p>	JVS
18i	<p><b>Lengthman/Litter Picker:</b> Nothing to report.</p>	
19	<p><b>Rowstock Items:</b> The hedges by the bus stop are severely overhanging the footpath. OCC have said that it is not their responsibility. Clerk to write to the owner of Rowstock House to see if they know who owns the land.</p>	Clerk
20	<p><b>General Correspondence:</b></p> <p>Community Awards – Cllr Sharp proposed nominating Pam Lundyates. Cllr Shortis to draft a statement for the nomination form.</p>	CS
21	<p><b>Any Other Business (for information only):</b></p> <p>Cllr Pappenheim requested that Rights of Way be included on future agenda under working groups.</p>	Clerk

22	<b>DATE OF NEXT MEETING:</b> The next meeting will be Tuesday 11 <sup>th</sup> October 2016 at 7.30pm.	
23	<b>Playground inspection for September meeting:</b> Roger Turnbull/Stephen Webb	RT/SW

The meeting closed at 9.55pm

DRAFT