

## Minutes of the Meeting of East Hendred Parish Council, Tuesday 11<sup>th</sup> July 2017 at 7.30pm at Snells Hall

Present: John Sharp (Chair), Roger Turnbull, David Jones, Charles Pappenheim, Catherine Shortis, Andrew Williams

Clerk/Finance Officer: Julia Evans

County Councillor: Mike Fox-Davies

District Councillor: Mike Murray

Members of the Public: Two members of the public

1	<b>APOLOGIES FOR ABSENCE:</b> Cllrs Webb, Stocks and Bedford sent their apologies.	Action
2	<b>DECLARATIONS OF INTEREST:</b> Cllr Turnbull declared an interest in agenda item 10c.	
3	<b>ACCEPTANCE OF MINUTES OF 13<sup>th</sup> JUNE 2017</b> Cllr Pappenheim proposed accepting the minutes the meeting held on 13 <sup>th</sup> June 2017. Cllr Turnbull seconded. RESOLVED. The minutes were signed.	
4	<b>MATTERS ARISING FROM THE MINUTES OF 3<sup>RD</sup> MAY 2017 NOT OTHERWISE COVERED ON THE AGENDA:</b>	
4a	<b>Emergency plan – progress:</b> A meeting has been held and the project has moved forward a step. The next stage is to be agreed. Cllr Williams suggested liaising with Harwell Parish Council. Cllr Shortis asked for a copy of the template.	JVS/CP/RT/AW
4b	<b>Notice Board by the shop</b> – Paul Stoter has been asked to quote for painting the notice board.	CP
4c	<b>Raised Walkway in Newbury Road</b> – The barrier is dangerous. Cllr Shortis to report on fix my street.	C/F: CS
4d	<b>Review of Contracts and Leases:</b> The only item outstanding is detail of the Penny Playpark lease. Clerk to check with Nick Parry.	Clerk
4e	<b>OALC Dispute Resolution Process:</b> The Clerk recommended that a Personnel Committee should be established and a Dignity at Work Policy should be developed. Cllrs Sharp, Shortis and Bedford were appointed to the Personnel Committee. Clerk to develop the Dignity at Work Policy.	Clerk
5	<b>COMMUNITY POLICE OFFICER'S REPORT:</b> The Clerk contacted PCSO Clements requesting attendance, but PC Sarah Merritt responded that there were no staff available to attend. An area-wide Police report was circulated by email. CP pointed out that the monthly report from TVP appears regularly on the village website.	
6	<b>OPEN FORUM</b> The owners of Orchard House, White Road were seeking guidance from the Parish Council on how to make their plans for the property acceptable. The Parish Council noted that the size of the original proposal along with rooms in the roof were the main causes for concern. They were advised to consider the character of the area and ensure the new design reflects this. It was also suggested that smaller properties would be more acceptable.	
7	<b>COUNTY COUNCILLOR'S REPORT:</b> Cllr Fox-Davies reported that he would investigate the question of Traffic Calming in Rowstock. Following Cllr Sharp attending the planning meeting, the decision to extend the 30mph speed limit further than planned has not been turned down, but will now be further discussed between Parish and Highways. MFD will contact Highways so they initiate contact with the Parish.	

	<p>Other news: OCC are to issue a Fire and Rescue Statement; recycling centres have been renewed for another 7 years; more money will be available to improve broadband in remote areas; Steventon bridge is progressing – a meeting is to be held with Network Rail, OCC and Steventon Parish Council. Cllr Fox-Davies is still to check out the Science Vale cycle way. Cllr Pappenheim pointed out that roadside hedges and foliage needed cutting back. Cllr Fox-Davies to look into this.</p> <p>Cllr Fox-Davies was thanked for attending.</p>	MF-D
8	<p><b>DISTRICT COUNCILLOR'S REPORT:</b></p> <p>Cllr Murray reported that the upcoming Town and Parish Forum will be discussing the new housing policy. He asked for feedback on the proposals for Didcot Garden Town. Cllr Turnbull gave his view regarding green areas between Didcot, Harwell and East Hendred. Cllr Murray noted that the consultation was not for planning policies as these would fall out of the process. Cllr Sharp expressed concern about the landscape impact of the housing north of the A417.</p> <p>Cllr Murray was thanked for attending.</p>	
9	<b>FINANCIAL MATTERS:</b>	
9a	<p><b>Approval of additional July Payments:</b></p> <p>The full list of payments is attached to these minutes.</p> <p>The Accounts for Payment for July 2017 total £2896.57. Proposed: Cllr Turnbull, Seconded: Cllr Pappenheim. Approved. The cheques were signed.</p>	
9b	<p><b>Advance approval for August payments.</b></p> <p>The maximum expenditure in August is expected to be £2312.12. Proposed: Cllr Jones, Seconded: Cllr Pappenheim.</p>	
9c	<p><b>Review of Q1 Accounts.</b></p> <p>The Q1 accounts have been circulated to the Finance Committee. A Finance Committee meeting has been scheduled for 18<sup>th</sup> July at 7.30pm.</p>	
9d	<p><b>Consideration of the Internal Audit Report</b></p> <p>The internal Auditor's report was read out and accepted. The letter for the auditor was approved and signed. The statement of variances was accepted.</p>	
9e	<p><b>Proposal to obtain a projector screen for use by the Parish Council</b></p> <p>There was discussion on the need for a new projector screen and its ownership. Snells Hall Committee will need to approve the installation. It was agreed to wait until after the next Snells Hall Committee meeting.</p>	
<b>10</b>	<b>PLANNING ITEMS</b>	
10a	<p><b>P17/V1538/FUL Rowstock Barn, Rowstock.</b> Extension and alternations to existing garage/carport to form residential annexe. Erection of two bay garage/carport. Response due by 14<sup>th</sup> July, The Parish Council had no objection to this application.</p>	
10b	<p><b>P17/V1776/FUL 3 White Road.</b> Erection of single storey side extension. Response due by 19<sup>th</sup> July. There were no objections to this application.</p>	
10c	<p><b>Pye Homes Phase 3. Cllr Turnbull left the room.</b></p> <p><b>P17/V1534/FUL</b> – Retrospective application for construction access. The Parish Council has responded in the negative. However the second access has been closed and the site is back to the initial planned access point.</p> <p><b>Enforcement issues:</b></p> <p><b>Status of Complaint</b> – Cllr Sharp has written to the new housing minister. No reply has been received yet.</p> <p><b>Highways Issues</b> – The proposed crossing has been downgraded to a Puffin type. Bikes will need to be pushed across the road. The current view at the</p>	

	<p>County Council is that 2m width is acceptable for a walkway. Cllr Pappenheim suggested going back to the argument that 2m width is still not safe. Bus stops have been removed from the plan. A planning application to modify condition 8 was expected. Cllr Shortis to establish the situation regarding the Steventon to Drayton footpath.</p> <p><b>Sewerage Issues</b> – Cllr Sharp attended the Thames Water presentation in Steventon. The study requested from Thames Water listing the allowed discharge from Pye 3 has still not been received. Need to push for this. JVS/Clerk to liaise.</p> <p><b>Design</b> – Cllr Sharp noted that it was now important to ensure that the design of the new development looks rural rather than urban.</p> <p><b>Play Areas</b> – Clerk to email Peter Brampton requesting detail of the LEAP and information on what equipment will be provided.</p> <p><b>Peter Brampton:</b> he is leaving the Vale DC Planning Department and it was agreed that Cllrs Sharp and Pappenheim should meet with him before he leaves to establish the latest position on Pye 3 and Greensands.</p> <p><b>Cllr Turnbull returned.</b></p>	<p>CS</p> <p>JVS/Clerk</p>
10d	<b>Appeal Reference APP/V3120/W/16/3145234 – Greensands.</b> Nothing to discuss.	
10e	<b>Consultation on Didcot Garden Town:</b> Cllr Sharp asked whether East Hendred should be included in the area of influence for Didcot Garden Town. Cllr Turnbull to draft a statement and circulate to all councillors.	RT
10f	<b>Report on plans to refurbish The Old Chapel:</b> The house was fire damaged. The owner requested advice from the Parish Council and Cllrs Sharp and Pappenheim attended a meeting to discuss this and advised the owner to consult with the Conservation Officer at the Vale.	
11	<b>UPDATE ON THE COBB WALL AT THE PLOUGH</b> Cllr Pappenheim has written to the brewery about this and is awaiting a response.	CP
12	<b>ANNUAL ASSET INSPECTION</b> Cllrs Pappenheim and Shortis agreed to carry out the annual inspection. Clerk to send the spreadsheet.	CP/CS/Clerk
13	<b>NEIGHBOURHOOD PLAN:</b> Cllr Turnbull is unable to get a quote for a landscape impact assessment at the moment, but he will pursue the matter. Cllr Shortis raised concerns about the piecemeal approach to this work. Cllr Turnbull to draw up an agenda and the Clerk to contact the Vale.	RT, Clerk
14	<b>HENDRED ESTATE ITEMS:</b> Cllr Pappenheim to chase the repointing of the War Memorial.	CP
15	<b>WORKING GROUPS/REPRESENTATIVES REPORTS AND UPDATES</b>	
15a	<b>Sports Club:</b> Cllr Jones reported that the application to become a CIO is proceeding. It will be approx. 4-6 weeks before it is submitted. A lease will need to be prepared to support the CIO status. Cllr Sharp stated that it will be necessary to consider the original lease. Cllrs Pappenheim, Sharp and Jones to meet to discuss. Cllr Jones questioned the Pye 3 S106 funds for Tennis. Clerk to discuss with him.	<p>CP/JVS/DJ</p> <p>DJ/Clerk</p>
15b	<b>Allotments:</b> The new rent figure from the estate for this year is still not yet available. Rents are due in September. The new tenancy agreement is ready. Cllr Shortis to circulate. It was proposed that the agreement is approved in principle with the detail to be agreed at a later date. Proposed Cllr Shortis, Seconded Cllr Williams. RESOLVED.	

15c	<b>Bulletin/Website/Facebook:</b> Nothing to report.	
15d	<b>Courtesy Lighting:</b> Nothing to report.	
15e	<p><b>Playgrounds:</b> There are some issues in Penney Play park:</p> <ol style="list-style-type: none"> <li>1. Single bay swing has a rotten post</li> <li>2. There is a sharp washer in the tyre</li> <li>3. The path edging is an issue</li> <li>4. There are broken fence sections.</li> </ol> <p>Mill Lane is still in the same condition.</p> <p><b>PLAY EQUIPMENT UPDATE:</b> Basket Swing: Cllr Shortis reported that the basket swing has been ordered in principle.</p> <p><b>Quotes for repairs</b> - £675 to replace wood edging, rails and posts; £470 to replace upright posts on swing. Proposed: Cllr Shortis, Seconded: Cllr Turnbull. RESOLVED.</p> <p>Cllr Sharp to speak to David Wood regarding his membership of the Playgrounds working group.</p>	CS  CP  JVS
15f	<b>Transport:</b> Nothing to report.	
15g	<b>Rights of Way:</b> The Steventon Footpath is too narrow but it will be better once the crops have been harvested.	
15h	<b>Snells Path/Nature Reserve:</b> An order has been placed with Charles Matthews. Work to be carried out in the school holidays.	CP
15i	<b>Harwell Liaison:</b> Nothing to report.	
15j	<b>Lengthman/Litter Picker:</b> No issues reported.	
16	<b>ROWSTOCK ITEMS:</b> Nothing to report.	
17	<p><b>GENERAL CORRESPONDENCE:</b> <b>Letter regarding strip of land outside Portway Cottages.</b> Clerk to check ownership of the land.</p> <p><b>Request for Donation from Guideposts.</b> Clerk to ask if they can identify those they help within the village. We could also help in other ways e.g. via the Sports Club.</p>	Clerk  Clerk
18	<b>ANY OTHER BUSINESS (FOR INFORMATION ONLY):</b> None.	
19	<b>DATE OF NEXT MEETING:</b> The next meeting will be Tuesday 12 <sup>th</sup> September 2017 at 7.30pm.	

The meeting closed at 10pm