

Minutes of the Meeting of East Hendred Parish Council, Tuesday 12th September 2017 at 7.30pm at Snells Hall

Present: John Sharp (Chair), Charles Pappenheim, Roger Turnbull, Selby Stocks, Andrew Williams, Chris Bedford, Catherine Shortis,

Clerk/Finance Officer: Julia Evans

County Councillor: Mike Fox-Davies

District Councillor:

Members of the Public: Two members of the public

1	APOLOGIES FOR ABSENCE: Cllrs Webb and Jones sent their apologies, as did District Cllr. Mike Murray.	Action
2	DECLARATIONS OF INTEREST: Cllr Turnbull declared an interest in agenda item 10d. Cllr Stocks declared an interest in agenda item 10e.	
3	ACCEPTANCE OF MINUTES OF 11th JULY 2017 Cllr Pappenheim proposed accepting the minutes the meeting held on 11 th July 2017. Cllr Turnbull seconded. RESOLVED. The minutes were signed.	
4	MATTERS ARISING FROM THE MINUTES OF 11th JULY 2017 NOT OTHERWISE COVERED ON THE AGENDA:	
4a	Emergency plan – progress: 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 Sharp to do this. It was noted that it is not permitted to hold a list of vulnerable people. However, SSE have list of people who have registered for assistance in the event of a power outage. Cllr Pappenheim to circulate the name of the officer in the Vale responsible for emergency planning.	JVS CP
4b	Notice Board by the shop – the quote has been accepted and the work is in hand.	CLOSED
4c	Raised Walkway in Newbury Road – The barrier appears to be unsafe. Cllr Shortis has reported this on fix my street.	CLOSED
4d	Review of Contracts and Leases: The detail of the Penny Playpark lease has been checked the Hendred Estate. A final version of the contracts and leases register was presented and accepted.	CLOSED
4e	OALC Dispute Resolution Process: The Dignity at Work Policy was circulated by email. Cllr Bedford proposed accepting the policy. Cllr Williams seconded. RESOLVED. Clerk to develop a grievance policy.	Clerk
4f	Letter regarding strip of land outside Portway Villas The strip of land outside Portway Villas belongs to the cottages, with a small section belonging to Highways. The owner of one of the cottages will not permit a footpath on his land. Land Registry deeds to be reviewed. Cllr Stocks agreed to send a copy of his deeds.	SS/Clerk
4g	Request for Donation from Guideposts Guideposts have been asked for information on the number of people in the parish that they support. Awaiting a reply.	C/F
5	COMMUNITY POLICE OFFICER’S REPORT: The area report was circulated by email. It was noted that PCSO Denise Clements is retiring. Clerk to send a thank you letter to the police.	
6	OPEN FORUM Mr Judson raised a number of issues, including section 106 funding from recent	

	developments and why there appeared to be no S106 funding for the village Bowls Club. Mr Beddow pointed out that there was some money in the agreement. Mr Judson also questioned the high cost of a new lawn mower for the lengthman, having seen the agenda item .	
7	COUNTY COUNCILLOR'S REPORT: Cllr Fox-Davies sent a report by email which was circulated ahead of the meeting. He asked whether the Parish Council had any thoughts on an application for the community fund. It was suggested that grass cutting and verge tidying would be a possibility. Cllr Pappenheim to develop a proposal. Cllr Fox-Davies has spoken to OCC regarding bus stops on the A417. Money is available for sites west of White Road, given that these were part of the original Pye 1 development; however this location may no longer be acceptable. Cllrs Sharp and Webb have met with the bus companies who feel that the currently proposed position for the bus stops is not compatible with the position of the proposed crossing. Cllr Fox-Davies to arrange meeting with OCC; Cllrs Sharp and Webb to attend. Cllr Pappenheim recommended considering the Greensands proposal at the same time. Cllr Sharp requested an update on the extension of the 30mph limit. Cllr Fox-Davies reported that there has been no progress and it is unlikely to be changed. Cllr Sharp said that Cllr Yvonne Constance had specifically asked that an extension be considered - He agreed to speak to her on this matter. Cllr Fox-Davies was thanked for attending.	CP MF-D MF-D
8	DISTRICT COUNCILLOR'S REPORT: A report was not available.	
9	FINANCIAL MATTERS:	
9a	Approval of September Payments: The full list of payments is attached to these minutes. The Accounts for Payment for September 2017 total £3050.62. Proposed: Cllr Stocks, Seconded: Cllr Turnbull. Approved. The cheques were signed.	
9b	To consider Parish Councillors Allowances It was agreed to pay Travel and Subsistence costs only.	
9c	Request from St Mary's Church for grant toward the upkeep of the graveyard Cllr Shortis proposed a grant of £100. Cllr Pappenheim seconded. RESOLVED.	
9d	Request for grant from BeFree Young Carers Clerk to establish how much was donated last year and put on the October agenda.	Clerk
9e	Request for grant from Clean Slate – supporting victims of abuse Clerk to circulate details and put on the October agenda.	Clerk
10	PLANNING ITEMS	
10a	P17/V2285/HH – 8 Mill Lane. Single Storey rear extension to create new kitchen. New porch to front elevation. Internal remodelling of existing layout. Response due by 23 rd September. The Parish Council had no objection to this application.	
10b	P17/V2232/HH - 7 Croom Cottages. Variation of condition 2 on application ref. P17/V0090/HH – increase the size of the annexe. An extension of the consultation period to 15 th September was approved by the Vale. It was agreed to object to the increased size of the annexe. The Parish Council had previously objected to the size of the original proposal. Cllr Stocks to draft a response.	SS
10c	P17/V2417/HH – Tree Tops, 16 Mill Lane. Front and rear extensions. Response due by 29 th September. The Parish Council had no objection to this application.	
10d	Pye Homes Phase 3. Cllr Turnbull left the room. P17/V2002/FUL – amendment to condition 8, including bus stops. Cllrs Sharp	

	<p>and Webb have met with the bus operators who are objecting to the absence of bus stops on White Road, given that they were part of the original approval. Bus stops on the A417 will be required to take advantage of proposed High Speed services from Wantage to Didcot and the Parish Council is keen for villagers to be able to use these. The issue will be where they should be sited. It was agreed to check with OCC Highways. The bus companies had given assurances at the meeting that some services will continue to run through the village Cllr Turnbull wanted further assurance of this. It is also important to continue to push for a wider footpath on the south side of the A417.</p> <p>Landscape & play area requirement review Terry Gashe has been engaged, at a cost of £500, to work on a review of the proposed landscaping and play equipment. The Parish Council wants to ensure rural landscaping and adequate children's play areas. Clerk to send the appropriate S106 agreements to Cllr Bedford for review.</p> <p>Enforcement issues: Clerk to confirm that the hedging and trees that were cut down at Woods Farm Lane will be replanted in the autumn.</p> <p>Sewerage Issues – Clerk to write to the sewerage officer at the Vale to ask for a copy of the report regarding capacity for Pye 3.</p> <p>Status of Complaint – A letter has been written to the Local Government Ombudsman following a reply from the Dept. of Housing and Planning who recommended contacting the LGO office.</p> <p>Cllr Turnbull returned.</p>	<p>JVS</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
10e	Appeal Reference APP/V3120/W/16/3145234 – Greensands. Nothing to discuss.	
10f	<p>Report from Town and Parish Partners event: Cllr Pappenheim reported that presentations were made on: Joint Housing Strategy - The Vale and South Oxfordshire are developing a joint housing strategy to meet the councils' priorities for meeting housing need; a Planning Update - A summary of LPP1 was given; Neighbourhood Planning - the number of communities developing neighbourhood plans and their plans' state of development was summarized; An update on LPP2 was given; a summary of LPP2 sites included 1000 houses in Harwell Campus as the only allocation in East Hendred additional to those in Part 1; the five year housing land supply was summarized as at 31 March 2017: Whole district: 6.7 years. Science Vale Ring Fence: 5.7 years. Rest of District: 84.years; enforcement: A summary of what the scope of the district's enforcement powers are and are not was given; Community Resilience - A talk was given on Community Resilience (emergency planning). This included lists of responding agencies, types of emergencies, the Vale's responsibilities, and the names of key members of the Vale's Emergency Planning Team. It was made clear that it is not possible for parish councils to develop a list of vulnerable people in a way that is legally acceptable.</p>	RT
11	<p>UPDATE ON THE COBB WALL AT THE PLOUGH It was good news that Star Pubs have promised to resolve the issue and get the wall rebuilt.</p>	
12	<p>ANNUAL ASSET INSPECTION Cllrs Pappenheim and Shortis carried out the annual inspection. Items requiring attention are:</p> <ol style="list-style-type: none"> 1. The fence on the north side of 65 Coulings Close is damaged and leaning into the footpath. Clerk to ask Sovereign to fix. 2. Fordy Lane – east bank – sycamore growing in the bank is leaning over the lane. Oxfordshire Highways to be asked to inspect/fell tree. 3. Smell of gas outside Namanga, Orchard Lane, at junction with White Road. This was reported this to British Gas and they are working on it. 	Clerk

13	NEIGHBOURHOOD PLAN: Cllr Turnbull produced some guidelines for producing a Neighbourhood Plan. Cllr Bedford suggested holding a separate meeting to decide whether to go ahead with a plan. Clerk to arrange a meeting for mid November. Cllr Turnbull to circulate the documents for review prior to the meeting.	RT, Clerk
14	DOG WASTE BIN ON NEWBURY ROAD: Cllr Turnbull asked for a dog waste bin to be installed on Newbury Road. Clerk to ask the Waste Team if a bin can be installed outside the 30mph zone, given possible problems of emptying.	Clerk
15	BOOKLET FOR NEW RESIDENTS: A booklet had been produced before but now needed updating. It was agreed to produce an updated information booklet for distribution to an increasing no. of new residents. Cllr Shortis offered to update the existing one. Cllr Sharp to establish if there is an electronic copy available which can be updated.	JVS/CS
16	HENDRED ESTATE ITEMS: Cllr Pappenheim reported that the repointing of the War Memorial had been completed. Clerk to send a letter of thanks to Ali Eyston. There are some trees leaning over in Snells Wood. The estate has this in hand.	Clerk
17	WORKING GROUPS/REPRESENTATIVES REPORTS AND UPDATES	
17a	Sports Club: Work on the new lease is progressing; the draft is currently being reviewed by the Sports Club committee. The main issue is the ownership of the pavilion; this is being investigated.	
17b	Allotments: Tenancy agreement - The proposed tenancy agreement was circulated. It was agreed to change clause 6 to 'unless otherwise agreed with the landlord'. The agreement was approved subject to this change. Allotment Rents for the coming year - Cllr Sharp declared an interest and left the room. Cllr Turnbull took the chair. Cllr Shortis proposed that the allotment rents remained the same as last year - £4.15 per pole. She further proposed the introduction of the new tenancy agreement. Cllr Bedford seconded both proposals. Agreed unanimously. RESOLVED. Cllr Sharp returned and resumed the Chair.	
17c	Bulletin/Website/Facebook: Rachel Sutton is the new editor. Clerk to write and thank Angela Pawlyn for her work on The Bulletin. It was agreed to send a bunch of flowers as a token of the Council's appreciation.	Clerk
17d	Courtesy Lighting: There is one light out in Little Lane. Cllr Pappenheim to deal with this. Clerk to check the records regarding the light at St Mary's.	CP/Clerk
17e	Playgrounds: Quotes are awaited for repairs to the log tower. The path edging is being repaired. It was noted that the Orchard Lane bus shelter needs cleaning. Clerk to ask whether the Scouts could do this. It was noted that all the high risk items in the RoSPA report are now being addressed. Extra bark will be required at Penney Play Park once the edges have been completed. Basket Swing: The basket swing has been ordered. Awaiting confirmation of an installation date. The fencing will be considered once installation is complete.	Clerk CS
17f	Transport: Cllr Turnbull requested that a plan of the cycle network be sent to the Andrew Maxted at the Vale with an explanation that it is the Parish Council's proposal for inclusion in the LPP2 proposals for the Cycle Network for the Vale. Clerk to request a meeting to discuss.	Clerk
17g	Rights of Way: Nothing to report.	
17h	Snells Path/Nature Reserve: Nothing to report.	

17i	Harwell Liaison: Cllr Sharp agreed to circulate a note from the meeting held on 7 th September. A copy is filed with these minutes.	
17j	Lengthman/Litter Picker: Cllr Pappenheim proposed expenditure of up to £1300 for a new heavy duty mower for the lengthman. The purchase of a new mower was agreed with expenditure to be reviewed later, when quotations are available.	CP
18	ROWSTOCK ITEMS: The issue of the Brambles proposals were discussed as was the need for the property address to change once access to site was changed. No action arising.	
19	GENERAL CORRESPONDENCE: Consultation on the Revised Draft S106 Planning obligations. Cllr Turnbull agreed to draft a response. <u>Afternote:</u> it has been pointed out that this consultation relates to South Oxfordshire, not the Vale, therefore a response is not required. Nomination for the Vale Chairman's unsung heroes Community award. A nominee was proposed and seconded. Cllrs Shortis and Jones to develop the nomination.	Clerk CS/DJ
20	ANY OTHER BUSINESS (FOR INFORMATION ONLY): 1) A note to be placed on the noticeboards informing people that the minutes are available on the website or from the Clerk. 2) An electrical inspection of the thatched cottages has been carried out. Four require attention. To be completed before the next meeting. 3) RT agreed to attend the Local Plan Briefing session if he could. 4) The next town & parish forum is to be held on 8 th November. 5) October playground inspection – Cllr Sharp/Cllr Stocks	Clerk CP RT
21	DATE OF NEXT MEETING: The next meeting will be Tuesday 10 th October 2017 at 7.30pm.	

The meeting closed at 10.20pm