

Minutes of the Meeting of East Hendred Parish Council, Tuesday 14th November 2017 at 7.30pm at Snells Hall

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

Clerk/Finance Officer: Julia Evans

County Councillor:

District Councillor:

Members of the Public: Three allotment holders

1	APOLOGIES FOR ABSENCE: Cllr Bedford sent his apologies.	Action
2	DECLARATIONS OF INTEREST: Cllr Turnbull declared an interest in agenda items 10a and 10b. Cllr Stocks declared an interest in agenda item 10c. Cllr Sharp declared an interest in agenda item 9f.	
3	ACCEPTANCE OF MINUTES OF 10th OCTOBER 2017 Cllr Williams proposed accepting the minutes of the meeting held on 10 th October 2017. Cllr Pappenheim seconded. RESOLVED. The minutes were signed.	
4	MATTERS ARISING FROM THE MINUTES OF 12th SEPTEMBER 2017 NOT OTHERWISE COVERED ON THE AGENDA:	
4a	Emergency plan – progress: Cllr Sharp has written to Harwell Parish Council. Awaiting a response.	C/F: JVS
4b	OALC Dispute Resolution Process: Clerk to develop a grievance policy.	C/F: Clerk
4c	DOG WASTE BIN ON NEWBURY ROAD: Cllr Turnbull to write to the Hendred Estate to answer the query they have raised about this request. Clerk to respond to the Waste Team.	RT/Clerk
4d	BOOKLET FOR NEW RESIDENTS: An electronic copy of the earlier version has been located. Cllrs Sharp, Turnbull and Shortis to work on updating it.	JVS/RT/CS
5	COMMUNITY POLICE OFFICER'S REPORT: The area report was circulated by email and reviewed. It was noted that there is to be no new PCSO for the area. Clerk to write and ask why.	Clerk
6	OPEN FORUM Infineum attended and gave a presentation on their plans for development of their site off Featherbed Lane. The planning application for the car park has been approved however, given the concerns of local parishes they have changed their plans and deliveries will continue to access the site via the main entrance rather than via Featherbed Lane. This may be reconsidered when Featherbed Land is redeveloped. A second application to redevelop the offices has been submitted to the Vale. This is for a two-storey building with plant on the third floor. Construction traffic will access the site via the main entrance and will avoid peak times. Extra soil will be retained onsite. The development will be a panelised build. It is hoped that the development will have a minimal impact on the local community. Work on the car park is expected to start in January 2018 and on the building around April 2018. Cllr Webb asked about off-site cycle infrastructure, however as there are not enough people cycling to work the cost cannot be justified. The type of lighting to be used was questioned. It will be non-impacting and will be turned off at 9pm. Councillors were offered a tour of the new facility once built. Infineum were thanked for attending.	
7	COUNTY COUNCILLOR'S REPORT:	

	Cllr Fox-Davies sent a report by email which was circulated ahead of the meeting. Key points were the deadline for applications for primary school places and the opening of Oxford's Westgate Centre.	
8	DISTRICT COUNCILLOR'S REPORT: A report was not available.	
9	FINANCIAL MATTERS:	
9a	Approval of November Payments: The full list of payments is attached to these minutes. The Accounts for Payment for November 2017 total £2426.47. Proposed: Cllr Stocks, Seconded: Cllr Pappenheim. Approved. The cheques were signed.	
9b	Review of Financial Regulations The Financial Control Procedures, to be read in conjunction with the Financial Regulations, were reviewed. Cllr Turnbull proposed adopting the procedures. Cllr Jones seconded. RESOLVED. These are attached to these minutes.	
9c	Review of the Living Wage The real living wage was increased from 6 th November 2018, from £8.45 per hour to £8.75 per hour. Cllr Webb proposed accepting the increase from the date specified. Cllr Stocks seconded. RESOLVED.	
9d	Review of draft 2018/19 Budget The draft budget was reviewed. Cllr Turnbull suggested increasing staff costs by £300. Budget to be agreed at the December meeting.	Clerk
9e	Request for Grant from the Wantage Independent Advice Centre Cllr Webb proposed a grant of £300. Cllr Shortis seconded. RESOLVED. A letter from WIAC requesting a guarantee of support for three years was discussed. It was agreed that the Parish Council could not agree to a three year guarantee because of elections in 2019. However, it was hoped that support in 2018/19 would be at the same level as this year.	Clerk
9f	Request for Grant from the Bowling Alley Allotment Association Cllr Sharp left the meeting and Cllr Turnbull took the chair. A request for a grant of £102.98 to meet the cost of Public Liability Insurance was discussed. Cllr Shortis proposed awarding the grant. Cllr Jones seconded. RESOLVED. Cheque to be made payable to the Bowley Alley Allotment Association. Cllr Sharp returned	
10	PLANNING ITEMS	
10a	P17/V2836/HH – Valentine, Cat Street. Two storey side extension and rear extension. Response due by 22 nd November. Cllrs Shortis, Webb and Pappenheim visited the site. The proposal is a subservient extension on the side and rear of the house. Neighbours have requested an amendment to change wood cladding to render. Work has already started on the parking spaces, following advice received from Vale Planning that this could be done via a Permitted Development. Pre-planning advice specified 3 parking spaces on the basis that there would be 5 bedrooms, however the number of bedrooms is to remain at 4. The Parish Council had no objection to the application. A separate letter is to be sent to the head of planning requesting clarification on Permitted Development for sites within an AONB and a conservation area.	Clerk
10b	Pye Homes Phase 3. P17/V2002/FUL –Cllr Sharp objected to this application relating to changes to the pedestrian access arrangements at the Planning meeting. The application was refused by the Vale Planning Committee on 7 th November, despite Highways haven given approval. It was withdrawn before the refusal was published. The Vale will now need to liaise with OCC Highways to arrive at an acceptable way forward. The Parish Council has asked to be involved in the discussions. Cllr Turnbull would like to meet with OCC Highways to discuss their	

	<p>basis for determining planning applications.</p> <p>Landscape & play area requirement review</p> <p>Terry Gashe has not yet produced the review. Cllr Sharp to chase again.</p> <p>Enforcement – A letter has been written to the enforcement team about Wood Farm lane. Clerk to chase for a reply.</p> <p>Status of Complaint – The LGO are not able to assist with the complaint. Cllr Sharp to consider whether the matter should be taken up with DCLG.</p> <p>Sewerage Issues – A copy of the report has been received. Cllr Sharp to ask Mark Beddow to have a look at it.</p>	<p>JVS</p> <p>Clerk</p> <p>JVS</p> <p>JVS</p>
10c	<p>Appeal Reference APP/V3120/W/16/3145234 – Greensands.</p> <p>Nothing to report.</p>	
10d	<p>Consultation on Local Development Order for land at Hill Farm, Appleford</p> <p>The Parish Council had no comment to make.</p>	
10e	<p>Consultation on Vale Local Plan Part 2 – closes 22nd November.</p> <p>Cllr Turnbull circulated a draft objection; he is to add some information from CPRE and AONB. He is concerned about the principle of building in the AONB. Cllr Sharp asked about Harwell’s statement of exceptional circumstances. Cllr Turnbull to reply to this in his response. A revised draft to be circulated before submission. A meeting is to be set up with the planning policy team involving Cllrs Sharp and Turnbull.</p>	<p>RT</p> <p>Clerk</p>
10f	<p>Review of S106 requirements</p> <p>Cllr Jones to take this forward.</p>	DJ
11	<p>UPDATE ON THE COBB WALL AT THE PLOUGH</p> <p>Cllr Pappenheim has been promised some contact this week.</p>	
12	<p>NEIGHBOURHOOD PLAN: A meeting is to be arranged in December.</p>	Clerk
13	<p>HENDRED ESTATE ITEMS: Nothing to report.</p>	
14	<p>WORKING GROUPS/REPRESENTATIVES REPORTS AND UPDATES</p>	
14a	<p>Sports Club: A survey is to be sent out to the village aiming to establish what people want from the club. The CIO application is about to be submitted, after which the Sport Club will be able to apply for grants. Work on the lease is ongoing with assistance from Cllr Bedford and Jamie Barton, a solicitor specialising in property matters. One item outstanding is the state of repair. Cllr Jones would like to have the lease approved at the December Parish Council meeting. He is to ensure that the draft is circulated to the councillors two weeks prior to the meeting. The pavilion will remain a sports club asset as long as the lease is valid. Cllr Sharp requested an inspection of the pavilion. Cllr Jones to arrange this.</p> <p>Cllr Wood to liaise with the Clerk regarding the Aerator project.</p>	<p>DJ</p> <p>DJ/Clerk</p>
14b	<p>Allotments:</p> <p>The allotment plot holders had agreed to form the Bowling Alley Allotments Association (the BAAA) which has joined the National Allotment Society and has arranged for public liability insurance for allotment holders.</p> <p>The proposed agreement had been circulated to the Bowling Alley Allotments Association (BAAA). All allotment holders and parish councillors are happy with it and with the Code of conduct. Cllr Pappenheim proposed adopting the new agreement. Cllr Shortis seconded. RESOLVED.</p> <p>Mrs Dorling, Chair of the BAAA, was thanked for her work as were Cllrs Shortis and Pappenheim.</p> <p>Rents will be collected this coming weekend. An inspection/H&S policy to be developed.</p>	CS
14c	<p>Bulletin/Website/Facebook:</p> <p>A new <i>Bulletin</i> is due in December. Cllr Jones to produce an item on the Sports Club. Cllr Shortis to produce an item on the allotments. Clerk to produce a</p>	DJ/CS/Clerk

	planning list. Cllr Sharp to produce a report on planning progress.	
14d	Courtesy Lighting: Clerk to write to Denis Mulford to thank him for his work on creating an adapter. Cllr Shortis to provide Mrs Geddes' address.	Clerk/CS
14e	Playgrounds: Penney Playpark looks satisfactory. Cllr Williams to complete the inspection at Mill Lane. Clerk to send the inspection sheet. Basket Swing: The basket swing is to be installed w/c 27 th November.	AW/Clerk
14f	Transport: Cllr Webb to complete the transport survey. He has asked OCC about plans for a Wantage/Grove railway station but has not yet received a response.	SW
14g	Rights of Way: Nothing to report.	
14h	Snells Path/Nature Reserve: £25 has been spent repairing damage to the path.	
14i	Harwell Liaison: A meeting is scheduled for early December. Cllr Sharp to attend.	JVS
14j	Lengthman/Litter Picker: Nothing to report.	
15	ROWSTOCK ITEMS: There is a damaged streetlight. Cllr Williams to report it on fix my street.	AW
16	GENERAL CORRESPONDENCE: Letter from CPRE seeking a new District Chairman. No interest. Email regarding disability scooters. It was noted that village footpaths are unsuitable for disability scooters and they therefore have to use the road. No action arising.	
17	ANY OTHER BUSINESS (FOR INFORMATION ONLY): Cllr Shortis suggested that the Pye 2 site would benefit from a bench. Clerk to contact Abi Brown to establish whether there is any Public Art money that could be used for this. Cllr Jones reported that a defibrillator will be required at the Sports Club. Cllr Williams to send details. Cllr Jones raised the issue of dog mess at the Sports Club. He is to put up some signs to try to discourage this. Cllr Stocks reported that people on the Pye site are unhappy with the term 'North Hendred'. It was suggested that the area should be referred to as The Portway.	Clerk DJ/AW DJ
18	DATE OF NEXT MEETING: The next meeting will be Tuesday 11 th December 2017 at 7.30pm.	

The meeting closed at 10.15pm