

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

Present: John Sharp (Chair), David Jones, Catherine Shortis, Stephen Webb, Andy Williams

Clerk/Finance Officer: Julia Evans

County Councillor: Mike Fox-Davies

District Councillor:

Members of the Public: Mr Judson, Mr Beddow, Mrs Sian Price

40/18	<b>APOLOGIES FOR ABSENCE:</b> Cllrs Bedford, Pappenheim, Turnbull and Stocks sent their apologies. District Cllr Murray also sent his apologies.	Action
41/18	<b>DECLARATIONS OF INTEREST:</b> Cllr Sharp declared an interest in agenda items 9b and 9e.	
42/18	<b>ACCEPTANCE OF MINUTES OF 9<sup>th</sup> JANUARY 2018</b> Cllr Williams proposed accepting the minutes of the meeting held on 9 <sup>th</sup> January 2018 subject to an amendment of the date in minute reference 4/18. Cllr Shortis seconded. RESOLVED. The minutes were signed.	
	<b>MATTERS ARISING FROM THE MINUTES OF 9<sup>th</sup> JANUARY 2018 NOT OTHERWISE COVERED ON THE AGENDA:</b>	
43/18	<b>Emergency plan – progress:</b> Cllr Sharp has received an email from Harwell Parish Council. A meeting is to be arranged. The Emergency Planning Officer at the Vale is to give a presentation at the March meeting.	JVS
44/18	<b>OALC Dispute Resolution Process:</b> The complaints procedure has been reviewed and circulated. No changes were proposed. Cllr Jones proposed adopting the procedure. Cllr Williams seconded. RESOLVED.	CLOSED
45/18	<b>DOG WASTE BIN ON NEWBURY ROAD:</b> Cllr Turnbull to discuss this with others before writing to the Hendred Estate to answer the query they have raised about this request.	C/F: RT
46/18	<b>BOOKLET FOR NEW RESIDENTS:</b> In progress. Estimated to be complete by the end of February.	JVS/CS
47/18	<b>GRIT BOXES FOR PORTWAY CLOSE AND LUDBRIDGE CLOSE</b> Cllr Fox-Davies reported that the boxes could be purchased via fix-my-street at a cost of £250 per box. Mr Judson reported that he had written to Pye Homes, who had agreed the location. Mr Judson agreed to ask Pye Homes if they would pay for the boxes.	Mr Judson
48/18	<b>COMMUNITY POLICE OFFICER'S REPORT:</b> The Neighbourhood Report was circulated. It was noted that the Spotted Hendred site had reported a theft from a garden in Coulings Close. In addition the batteries had been stolen from the traffic lights on the A417. Clerk to establish whether these thefts had been reported to the Police.	Clerk
49/18	<b>OPEN FORUM</b> Mr Judson presented some photographs of damage at the top of White Road which he claimed the damage was caused by a tractor belonging to a local farmer. Clerk to establish who this is and write a letter. He reported that the consultation letter regarding the bus stops had not need sent to the Oxford Bus Company. He has been in touch with the Vale, who have agreed to send them. He reported that plants have been stolen from his garden.	Clerk

	Mr Beddow asked what was happening about a new mower for the Lengthman. Cllr Pappenheim to be asked to look into this.	CP
50/18	<p><b>COUNTY COUNCILLOR'S REPORT:</b></p> <p>Cllr Fox-Davies sent a report by email which was circulated ahead of the meeting. He reported that</p> <ul style="list-style-type: none"> <li>• The budget was agreed at the recent full council meeting. This includes £15k per County Councillor for localities projects.</li> <li>• A growth deal has been agreed which will mean more money for infrastructure.</li> <li>• Carillion: the works at Chilton School will be completed by September. This was challenged by Cllr Williams who reported that the sub-contractors had not been paid.</li> <li>• There will be another £1m for highway repairs.</li> <li>• On 2<sup>nd</sup> February a meeting was held between OCC, Highways England and Ed Vaizey MP regarding the A34 closure. A workshop will be held to discuss the resultant traffic flow through local villages. The biggest issue is articulated lorries through Rowstock.</li> </ul> <p>Cllr Fox-Davies was thanked for attending.</p>	
51/18	<p><b>DISTRICT COUNCILLOR'S REPORT:</b></p> <p>No report.</p>	
	<b>FINANCE</b>	
52/18	<p><b>Approval of February Payments:</b></p> <p>The full list of payments is attached to the file copy of these minutes. The Accounts for Payment for February 2018 total £2056.52. Proposed: Cllr Jones, Seconded: Cllr Williams. Approved. The cheques were signed.</p>	
53/18	<p><b>Grant request from Snells Hall Management Committee</b></p> <p>Cllr Sharp left the room. Cllr Webb took the Chair.</p> <p>The request was for a grant of £500 for works to the lights in the building. The total cost of the project will be over £2k. A grant has been received from Magnox; the remainder will be paid from hall funds. Cllr Webb proposed approving the grant. Cllr Shortis seconded. RESOLVED.</p> <p>Cllr Sharp returned and took the chair.</p>	
54/18	<p><b>Review of Risk Assessment</b></p> <p>To be carried forward to the March meeting. Cllr Shortis to consider risks related to the allotments.</p>	<b>C/F: Clerk/CS</b>
55/18	<p><b>Grounds Maintenance</b></p> <p>The costs for 2018 grass cutting by Evergreen were considered. Cllr Williams proposed accepting the quote. Cllr Jones seconded. RESOLVED.</p>	
56/18	<p><b>Grant request from Hendreds Pre-School</b></p> <p>The grant request was presented and a number of questions asked. It was pointed out that the project is not a maintenance project and that there are a number of other grants available. It was agreed that the Parish Council would look favourably on a grant, but as the budget is only £2.5k the total cost of the project would not be considered.</p>	<b>Clerk</b>
	<b>PLANNING ITEMS</b>	
57/18	<p><b>P18/V0150/RM – Windmill Barn, Aldfield Farm.</b> Land off The Lynch. Details of layout, scale and appearance of the development of the site and landscaping of the site. Response due by 16<sup>th</sup> February. Clerk to check that the western</p>	

	boundary is to be in the control of the Parish Council as there is no mention of this in the documentation. Details of the planting scheme and the implications for maintenance are required. An extension of one week is also to be requested. Cllr Webb suggested reviewing the previous comments and basing a response on this. Cllr Shortis agreed to review the previous document.	Clerk CS
58/18	<p><b>Pye Homes Phases 2 and 3.</b></p> <p><b>Condition 8 application (including bus stops)</b> – A meeting has been arranged with Mr Mitchell who will provide support for an objection to this application. The location of the bus stops causes an issue with regard to access to the Pye 3 site. A letter has been sent to the case officer requesting identification of the proposed pedestrian route. The construction drawing for the footway has also been requested. Cllr Sharp clarified that the new application is only for the bus stops and the crossing, and that the footway has already been approved. However Cllr Sharp disputes that latter.</p> <p>Cllr Webb proposed objecting to the application. Cllr Shortis seconded. RESOVED. Cllr Sharp to develop the response.</p> <p>Cllr Jones suggested writing to members of the planning committee. The response from Keith Stenning was reviewed. Clerk to write back pointing out that there is currently no approval for the work.</p> <p><b>Landscape &amp; play area requirement review</b></p> <p>Cllr Shortis to take this matter forward together with Cllr Stocks.</p> <p><b>Enforcement</b> – The Clerk has chased for an update but there has been no response.</p> <p><b>Status of Complaint</b> – The Clerk has written to OALC requesting that NALC look into this. Clerk to chase of an update.</p> <p><b>Sewerage Issues</b> – Mr Beddow reported that surface water drainage will be going into the foul sewer. Clerk to write to Thames Water about this. Mr Beddow to provide details.</p>	JVS  Clerk CS/SS  Clerk  Clerk/MB
59/18	<b>Appeal Reference APP/V3120/W/16/3145234 – Greensands.</b> Nothing to report.	
60/18	<b>Review of S106 requirements</b> Cllr Jones has still received no input following his call for suggestions. He will collate the information he has.	DJ
61/18	<p><b>Thames Water Resource Management Plans</b></p> <p>Cllr Pappenheim attended a meeting on this and sent a written report which stated that:</p> <ul style="list-style-type: none"> <li>- A new reservoir is top of the list of options. A event is to be held in Abingdon on 28<sup>th</sup> February.</li> <li>- GARD has offered to present to the Parish Council. Clerk to invite them to a meeting.</li> </ul>	Clerk
62/18	<b>Harwell Campus SPD</b> Cllrs Sharp and Turnbull have attended a meeting on this and other is scheduled in February, which Cllrs Sharp and Pappenheim will attend. Cllr Turnbull has developed a response which was circulated ahead of the meeting. He requested approval to send this in on behalf of the Parish Council. It was agreed to carry the matter forward to the March meeting when Cllr Turnbull will be present.	C/F RT
63/18	<b>REPORT ON A417 MEETING</b> Cllr Sharp reported that it was a very useful meeting. The draft plan for A417 work was circulated. However, infrastructure changes must be paid for by development in the villages concerned. The likelihood of sufficient development to pay for the required changes is low. Cllr Webb noted that the roundabout at the bottom of Featherbed Lane was not funded by development.	

	<p>He asked to see the policy in writing. Cllr Webb also pointed out that potholes are becoming difficult to report on fix my street because there are so many in each location. Cllr Fox-Davies noted that it was possible to nominate a fix-my-street super user. Cllr Webb volunteered for this. Cllr Fox-Davies to establish how this should be set up.</p> <p>Cllr Webb requested that OCC respond to the GWR consultation. Cllr Fox-Davies agreed to look into this.</p>	MF-D
64/18	<p><b>UPDATE ON THE COBB WALL AT THE PLOUGH</b></p> <p>Cllr Pappenheim reported on a meeting with the contractor. The wall will be rebuilt in March.</p>	CP
65/18	<p><b>NEIGHBOURHOOD PLAN:</b> A meeting was held on Tuesday 30<sup>th</sup> January. It was agreed that the project would only be successful if residents came forward to participate. Cllr Shortis has drafted an article for The Bulletin asking for expressions of interest.</p>	Clerk
66/18	<p><b>RAF Brize Norton Consultation for Airspace Change proposal.</b></p> <p>Mr Findley to be asked to come and discuss the matter at the March meeting</p>	Clerk
67/18	<p><b>HENDRED ESTATE ITEMS:</b> None.</p>	
	<p><b>WORKING GROUPS/REPRESENTATIVES REPORTS AND UPDATES</b></p>	
68/18	<p><b>Sports Club:</b> Cllr Jones reported that he will be submitting a S106 request for training goals for the football pitch. He is also planning to use S106 funds for maintenance work on the pavilion. Quotes are greater than the funds available, so the Sports Club may consider using skilled free labour from the membership.</p>	DJ
69/18	<p><b>Allotments:</b></p> <p>A draft risk assessment and a compliance checklist were circulated. Cllr Sharp pointed out that it was necessary to identify the trees and shrubs that were already present in the risk assessment. Cllr Shortis suggested that there may be two risk assessments; one for Parish Council maintained areas and the other for plots. The documents are to be circulated to all councillors and to members of BAAA. To be approved at the March meeting. The first inspections are to take place after Easter. BAA members to be asked to review their plots ahead of the inspection. The Parish Council will raise any issues of non-compliance with the plot holders.</p>	CS  Clerk (Agenda)
70/18	<p><b>Bulletin/Website/Facebook:</b></p> <p>For the next edition of The Bulletin, articles are expected on the Neighbourhood Plan and the lack of a PCSO.</p>	
71/18	<p><b>Courtesy Lighting:</b></p> <p>All lights are now running.</p>	
72/18	<p><b>Playgrounds:</b></p> <p>Cllrs Bedford and Turnbull to carry out the next inspection asap. Quotes were presented to clear Brambles (£260) and replace fencing (£175). Cllr Jones proposed approving £260 to clear brambles. Cllr Webb seconded. RESOLVED. Cllr Williams proposed approving £175 to replace fencing. Cllr Webb seconded. RESOLVED.</p>	CB/RT
73/18	<p><b>Transport:</b> Cllr Sharp asked Cllr Fox-Davies about the petition for a roundabout at the White Road/A417 junction. Cllr Fox-Davies said he had not received this. It was suggested that this is no longer required.</p> <p>Cllr Webb will be responding to the GWR franchise consultation.</p>	SW
74/18	<p><b>Rights of Way:</b> Cllr Williams asked that had happened regarding the issue on the Steventon footpath. Clerk to ask Cllr Pappenheim.</p>	Clerk
75/18	<p><b>Snells Path/Nature Reserve:</b> Nothing to report.</p>	
76/18	<p><b>Harwell Liaison:</b> Nothing to report. The next meeting is in April.</p>	

77/18	<b>Lengthman/Litter Picker:</b> Nothing to report.	
78/18	<b>ROWSTOCK ITEMS:</b> The traffic calming proposals were discussed at the A417 meeting. Cllr Fox-Davies is looking into this. Cllr Williams suggested that these would be good items for the S106 list. Cllr Webb suggested looking into the Magnox county fund.	MF-D
79/18	<b>GENERAL CORRESPONDENCE:</b> <b>Rowstock Notice Board.</b> Harwell Parish Council has asked if they can share the notice board at Rowstock. It has been agreed that this will be OK. <b>Consultation: 32 applications to amend the legal record of public rights of way.</b> It was agreed to keep a watching brief on this. <b>Battles Over: Commemoration of the end of WW1.</b> This was carried forward to the March meeting. <b>Moles in the cemetery.</b> This was carried forward to the March meeting. Cllr Pappenheim to look into this.	Clerk (agenda)  CP
80/18	<b>ANY OTHER BUSINESS (FOR INFORMATION ONLY):</b> GDPR to be put on the agenda for March. Letter from Hamish Blythe – to be asked to attend the April meeting. A date is to be set for the Annual Parish Meeting. Bowling Green at The Plough. As there is currently no tenant there are issues regarding the lease of the bowling green. Cllr Jones felt that the Sports Club might be able to assist. Cllr Jones to take this forward.	Clerk (agenda) Clerk Clerk (agenda)  DJ
81/18	<b>DATE OF NEXT MEETING:</b> The next meeting will be Tuesday 13 <sup>th</sup> March at 7.30pm.	

The meeting closed at 10.15pm