

## Minutes of the Meeting of East Hendred Parish Council, Thursday 3<sup>rd</sup> December 2020 at 7.30pm by Video Conference

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

Clerk/Finance Officer: Julia Evans

County Councillor: Cllr Mike Fox-Davies

District Councillor: Cllr Janet Shelley

PCSO:

Members of the Public: Ms Fisher

502/20	<b>APOLOGIES FOR ABSENCE:</b> Cllrs Hardisty and Coates.	Action:
503/20	<b>DECLARATIONS OF INTEREST:</b> Cllrs Turnbull and Webb for agenda item 11d.	
504/20	<b>OPEN FORUM</b> Members of the public had no comment to make.	
505/20	<b>UPDATE ON COMMUNITY RESILIENCE PLAN</b> Nothing to report.	
506/20	<b>ACCEPTANCE OF MINUTES OF 5<sup>th</sup> NOVEMBER 2020</b> The minutes of the monthly meeting held on 5 <sup>th</sup> November 2020 were reviewed and approved. Proposed Cllr Turnbull, Seconded Cllr Roberts. RESOLVED.	
	<b>MATTERS ARISING FROM THE MINUTES OF 5<sup>th</sup> NOVEMBER 2020 NOT OTHERWISE COVERED ON THE AGENDA:</b>	
507/20	<b>EMERGENCY PLAN</b> An improved document was to be reviewed.	CP
508/20	<b>SPEED MONITORING/VAS AT ROWSTOCK</b> Information and prices on VAS and SID units had been received. The Highways Officer proposed a meeting with East Hendred and Harwell Parish Councils to determine the most appropriate device. Clerk to circulate the information. Cllr Fox-Davies to arrange a meeting before Christmas. Clerk and Cllr Turnbull to attend.	MF-D /Clerk
509/20	<b>TRAFFIC ADVISORY GROUP MEETING</b> No progress. Cllr Sharp asked for an update on the Featherbed Lane junction improvements. Cllr Fox-Davies reported that nothing would happen until there was funding available.	MF-D
510/20	<b>FIX MY STREET SUPER USER</b> No progress. It was agreed to close the matter.	CLOSED
511/20	<b>LETTER TO OFWAT</b> No progress. It was agreed to close the matter.	CLOSED
512/20	<b>SALT BIN FOR ST MARY'S</b> Awaiting confirmation of a delivery date.	Clerk
513/20	<b>DOG FOULING ON TRACK BESIDE PORTWAY COTTAGES</b> Clerk to obtain some signs from the Environmental Health team.	Clerk
514/20	<b>SIGNS IN THE VILLAGE</b> No progress.	NC
515/20	<b>COMMUNITY POLICE OFFICER'S REPORT:</b> No report.	
516/20	<b>COUNTY COUNCILLOR'S REPORT:</b> Cllr Fox-Davies had sent a written report which was circulated ahead of the meeting. At the meeting he reported: a) COVID cases in Oxford fell in the period to 20 <sup>th</sup> November. The County Council were surprised that the County had been put into tier 2.	

2020/21

	<ul style="list-style-type: none"> <li>b) Winter hardship grants were available.</li> <li>c) OCC had received just under £3m for the active travel programme. The schemes were aimed at towns and there was no funding for rural areas.</li> <li>d) A speeding passport had come into play aiming to reduce speed and prevent people breaking the speed limit.</li> <li>e) 20's plenty campaign. Cllr Fox-Davies urged the Parish Council to support the campaign. A motion was to be put before full council to make all residential streets 20mph.</li> <li>f) A consultation was open on a zero emissions zone for Oxford City.</li> <li>g) An online recording was available with information on the Oxford-Cambridge arc. It focussed on economic growth.</li> <li>h) Cllr Fox-Davies urged people to return NHS equipment when it was no longer needed.</li> <li>i) Featherbed Lane and other infrastructure projects were being reconsidered. OCC and the Vale were to be consulted on this. Cllr Fox-Davies suggested the Parish Council send their views by the end of next week. The Parish Council and the public would not be consulted on this for another year or so. Cllr Sharp noted that the obvious issues were the growth at Harwell and the need to take traffic away from Rowstock. Cllr Turnbull raised the need for a pedestrian refuge at the junction of Featherbed Lane and the A417. He noted that he had spoken to the Highways Officer but had received no response. Cllr Turnbull also requested that OCC Highways reforecast traffic growth. A Harwell Travel Plan was also necessary. He agreed to send his paper to Cllr Fox-Davies who would follow up.</li> </ul> <p>Cllr Fox-Davies was thanked for attending.</p>	RT, M.F-D
517/20	<p><b>DISTRICT COUNCILLOR'S REPORT:</b> Cllr Shelley reported:</p> <ul style="list-style-type: none"> <li>a) The Vale's COVID message on their website had been changed to reflect government guidance.</li> <li>b) The Community Hub was still helping vulnerable people. It was available from 8.30am to 5pm Monday – Friday and 8.30am – 4.30pm on Friday.</li> <li>c) Civil Parking Enforcement was to go to the Vale cabinet on 4<sup>th</sup> December. If approved it would be implemented in November 2021.</li> <li>d) Free parking was available in local towns in the run up to Christmas.</li> <li>e) COVID compliance marshals had been recruited to encourage businesses and people to comply with Government measures. They were paid for by a Government grant scheme.</li> <li>f) There had been a successful prosecution for fly tipping. Cllr Shelley urged people to report any fly tipping to the Vale.</li> </ul> <p>Cllr Shelley was thanked for attending.</p>	
	<b>FINANCE</b>	
518/20	<p><b>Approval of December Payments:</b> The payments totalling £1517.17 were approved. Paul Stoter's invoice was also approved for payment once it had been received, since the expenditure had already been approved. Proposed Cllr Webb, Seconded Cllr Stocks. RESOLVED. Cllr Shortis to approve the payments on the bank.</p>	CS
519/20	<p><b>Draft 2021/22 Budget</b> The draft budget had previously been circulated. The Finance Committee recommended keeping the cost per band D the same which would lead to a predicted surplus of £4800?, which may be required for village maintenance as Village Maintenance staff costs may need to be increased. All Councillors to review and send comments to the Clerk. Budget and Precept to be finalised at the January meeting.</p>	All Councillors/Clerk
520/20	<p><b>External Audit report</b> The report was presented and the minor points raised were noted. The Clerk</p>	

	was thanked for her work in achieving a good report.	
521/20	<b>Request for a grant from St Amands School.</b> Funding was requested for an arboricultural survey of a wooded site on the Hendred Estate, to enable Forest School to be run there. The Parish Council was supportive of the application but requested more information.	Clerk
522/20	<b>Christmas Gifts for staff.</b> It was agreed to purchase a gift card to the value of £25 for the village maintenance staff. Total cost £75. Proposed Cllr Pappenheim, Seconded Cllr Turnbull. RESOLVED.	
523/20	<b>Application for a grant from the Councillor Priority Fund.</b> It was agreed to seek a grant to install matting under the swings in Penney Playpark. Cllr Pappenheim to obtain quotes.	CP
	<b>PLANNING ITEMS</b>	
524/20	<b>P20/V2880/HH – Greenways, Wantage Road, Rowstock.</b> Two storey rear extensions. Response due by 9 <sup>th</sup> December. Concern was raised about the impact of the extension on the neighbouring property. Cllr Shelley noted that the neighbour should have been consulted. Cllr Webb to review previous correspondence. The Parish Council agreed to a No Objections response, with a note about the size of the proposed extension.	SW
525/20	<b>P20/V2769/HH &amp; P20/V2771/LB – Manor House, Allins Lane.</b> Rebuilding of collapsed garden/boundary wall and extend along the whole of the boundary on Orchard Lane. Response due by 19 <sup>th</sup> December. The Parish Council had received correspondence from residents regarding risks from the state of the area as the collapsed wall was making access difficult. Cllr Stocks suggested asking for confirmation that the bricks will match the existing. Cllr Webb requested evidence that the proposal reflected the historic design of the wall. Cllr Shortis asked whether the application could be speeded through due to the pedestrian safety issues. Cllr Webb agreed to contact the Conservation Officer.	SW
526/20	<b>P20/V0389/RM – Greensands, Reading Road.</b> Reserved Matters following outline planning permission P15/V2328/O - details of access, appearance, landscaping, layout and scale. Cllr Shelley reported that OCC were still objecting as they needed more information. Cllr Turnbull noted that the revised landscape plans had not been submitted.	
527/20	<b>P20/V2382/FUL and P20/V2383/LB. The Plough Inn, Orchard Lane.</b> Proposed restoration of the Plough Inn to its former state as a residential dwelling with the erection of a new garage and additional enabling works. Conversion of the Oak Room into a residential property. Creation of a new club house for the bowls club with social space for the local community on the site of the existing changing rooms, and introduction of a new pedestrian gate. Creation of community co-working offices and associated art rooms with associated works. The Conservation officer had requested a revised application. It was noted that OCC Highways had not yet commented. Ms Fisher noted that any new application would need to give more consideration to disabled access. Cllr Sharp noted that the Parish Council could take no further action at the moment awaiting a revised application.	
528/20	<b>P20/V1667/O - Fermi Gate, Harwell Campus.</b> Outline application with all matters reserved for the redevelopment of part of Harwell Science and Innovation Campus known as Fermi Gate to provide employment floorspace (Use classes B1 and B2) for offices, laboratories and light industrial uses, temporary accommodation (Use class C1), supporting parking and ancillary uses (Class A1/A3) and landscaping and open space. Amended Plans received. Response due by 7 <sup>th</sup> December. Cllr Turnbull had circulated a draft response. He suggested a holding objection on the basis of the lack of a masterplan and other factors eg car parking. It was suggested that a Travel Plan was required	

	which should include measures to minimise traffic. The development needed to be more sustainable. Cllr Sharp noted that the site had not yet been decommissioned; this would take another 2-5 years. It was agreed to submit Cllr Turnbull's response. Cllr Sharp to send a copy to Harwell Campus.	JVS
529/20	<b>VWHDC – Call for sites for Local Plan 2041.</b> Nothing to report.	
530/20	<b>Review of S106/CIL requirements.</b> Nothing to report.	
531/20	<b>Village sewage problems.</b> Clerk to chase again for a meeting, suggesting 6.30pm on Thursday 7 <sup>th</sup> January.	Clerk
532/20	<b>OCC AND VALE POLICY ON CLIMATE EMERGENCY</b> Nothing to report.	
533/20	<b>ACTIONS FROM THE TREE SURVEY</b> Nothing to report.	
534/20	<b>ROWSTOCK</b> Traffic matters covered in minute reference 508/20 above. Nothing further to report.	
535/20	<b>COMMUNITY ART PROJECT</b> No progress.	CS
536/20	<b>HENDRED ESTATE ITEMS:</b> Nothing to report.	
	<b>WORKING GROUPS/REPRESENTATIVES REPORTS AND UPDATES</b>	
537/20	<b>Sports Club:</b> The Sports Club AGM was on 10 <sup>th</sup> December. Cllr Stocks felt that they would be looking for a response to the proposals for the way forward. Following discussion it was agreed that the Parish Council would not move the Play area, due to the costs involved. Proposed Cllr Stocks, Seconded Cllr Turnbull. RESOLVED. Cllr Shortis to obtain further information and costings for a MUGA wall.	CS
538/20	<b>Allotments.</b> Cllr Shortis reported that the all the rents had been received but a few tenancy agreements were outstanding. Another enquiry for a plot had been received.	CS
539/20	<b>Bulletin/Website/Facebook:</b> a) New website accessibility regulations. No progress. It was agreed to close this matter. b) Bulletin. The next Bulletin was ready to be delivered.	CLOSED
540/20	<b>Courtesy Lighting:</b> One lamp needed replacement but everything else was OK.	
541/20	<b>Playgrounds:</b> a) <b>Playground inspection for December.</b> The new stepping poles had been installed. Rubber matting was to be considered under the swings. b) <b>Proposals for Mill Lane</b> – Covered in minute reference 437/20 above.	CP
542/20	<b>Transport:</b> There had been changes to the bus timetables. It had been a commercial decision to change the routes. Services will no longer come through the village which was unfortunate. It was noted that the bus shelters in the village would still be used by school children.	
543/20	<b>Rights of Way:</b> The new cycle route (Route 1) will be officially opened in January. Delays had been due to changes in the surfacing materials.	
544/20	<b>Snells Path/Nature Reserve:</b> Some chicken wire needed replacing. Cllr Pappenheim to arrange this.	CP
545/20	<b>Harwell Stakeholder Group:</b> Cllr Sharp reported that he had met with the site Director. A virtual Site Stakeholder group meeting would be held early in the New Year.	JVS
546/20	<b>Harwell Campus:</b> The planning matter had been discussed in minute reference 528/20 above. Nothing further to report.	
547/20	<b>Snells Hall Update:</b> The hall was back in use and some activities were re-starting.	
548/20	<b>Lengthman/Litter Picker:</b> The Litter Picker was back at work.	
549/20	<b>GENERAL CORRESPONDENCE:</b> a) <b>Oxford to Cambridge expressway.</b> Watching brief. Nothing to report. It was agreed to close this matter. b) <b>Consultation on the review of the Statement of Licensing Policy.</b>	CLOSED

	<p>The consultation was open until 17<sup>th</sup> December, It was agreed to leave it to the Snells Hall Management Committee to respond.</p> <p><b>c) Consultation on draft Strategic Vision for Oxfordshire,</b> The consultation closes on 3<sup>rd</sup> January. Cllr Turnbull agreed to look at this.</p> <p><b>d) 20's Plenty for Oxfordshire.</b> The Parish Council agreed to support the campaign. Proposed Cllr Turnbull, Seconded Cllr Shortis. RESOLVED. Clerk to respond.</p>	<p>RT</p> <p>Clerk</p>
550/20	<p><b>ANY OTHER BUSINESS (FOR INFORMATION ONLY):</b></p> <p>a) <b>Good Councillor Guide.</b> Clerk to obtain a copy of this. Clerk to look at dates for a Roles and Responsibilities course.</p> <p>b) <b>Play area inspections for January –</b> Cllrs Sharp and Hardisty.</p>	<p>Clerk</p>
551/20	<p><b>DATE OF NEXT MEETING:</b> Thursday 7<sup>th</sup> January 2021 at 7.30pm by Video conference.</p>	

The meeting closed at 21.36