

Minutes of the Meeting of East Hendred Parish Council, Thursday 6 October 2022 at 7.30pm in Snells Hall

Present: Cllr John Sharp, Chair (JVS), Cllr Charles Pappenheim (CP), Cllr Jonathan Shortis (JS), Cllr Sarah James (SJ), Cllr Catherine Shortis (CS), Cllr Penny Wall (PW), Cllr Selby Stocks (SS), Cllr Roger Turnbull (RT)

Clerk/Finance Officer:

County Councillor: Cllr Sally Povolotsky

District Councillor: Cllr Janet Shelley

PCSO:

Members of the Public: 4

319/22	APOLOGIES FOR ABSENCE Cllr Stephen Webb, Clerk Julia Evans	
320/22	DECLARATIONS OF INTEREST Cllr Jonathan Shortis, Cllr Catherine Shortis, agenda item 11 a) i) Cllr Sharp (allotment holder), agenda item 11 a) i)	
321/22	OPEN FORUM a) Warm Spaces An update on this initiative was provided by Francis Tristram and Cllr Povolotsky. There was a Community Café taking place weekly in Snells Hall. More funding was required and the Councillors encouraged the representatives of the group to apply for a grant. A request was made to the Council to seek grants schemes to which the Council could make applications to support the local warm spaces initiatives. Francis Tristram and Cllr Povolotsky recorded their thanks to all the volunteers supporting the current projects.	
322/22	ACCEPTANCE OF MINUTES OF MEETING HELD ON 1ST SEPTEMBER 2022 The Monthly Meeting Minutes were reviewed and approved. Proposed by Cllr J Shortis. Seconded Cllr Turnbull. RESOLVED.	
323/22	MATTERS ARISING FROM THE MINUTES OF 1ST SEPTEMBER MEETING NOT OTHERWISE COVERED ON THE AGENDA a) Pole for SID on A417. Cllr Pappenheim was waiting for confirmation. The Clerk had not received any comments from the resident of 47 Ridgeway Close. The location had been agreed; the installation was to go ahead. b) Relief to Rowstock. The dates of the meeting had been moved due to the Queen's Death. Cllr J Shortis offered to attend the Steventon Meeting. The Clerk had circulated the note. The Transport Working Group was to draft the Parish Council's response which was to be approved at the next meeting. Councillors were encouraged to submit their own responses. The deadline for responses was 8 th November 2022. c) Tree Planting. Cllrs Sharp and Pappenheim had met with Nick Parry of Hendred Estate to discuss the proposed location between the Penney Play Park and the Snells Path for the Jubilee memorial tree. Nick Parry had reservations about the location. Cllrs Turnbull and C Shortis were to shortlist other suitable sites for discussion at the November meeting. Afternote: on 19 th October Mrs Marshall informed the Clerk that they were to make alternative arrangements for Nan Hill's memorial tree. d) Flag Pole. Cllr Turnbull was to prepare and submit a planning application on behalf of the Parish Council for the location adjacent to the War Memorial. Cllr Wall was to arrange for the flag pole to be transported to Hendred Estate (Aldfield) storage facility as agreed by Julian Gold. e) Noticeboard by Shop. Replacement was recommended due to the high cost of repairs to the existing board. It was agreed to use the same concrete fixings as they were not worn. Cllr J Shortis to obtain quotes. f) Queen's Death. Cllr Sharp reported that the death of the Queen occurred on 8 th September 2022. A message of condolence was placed on the What's on in the Hendreds web site and a book of condolences was placed in the village shop, with a message stating "To mark the death of the Queen, East Hendred Parish Council has placed a book of condolence in Hendred Store for anyone to leave a message and sign. A similar book is in St. Augustine's church, which is open from 9am to	CP Transport Working Group CLOSED RT/PW JS

2022/23

	<p>6pm every day until the funeral has taken place.”</p> <p>The Parish Council also sent a letter to the Private Secretary of King Charles as follows:</p> <p><i>Following the death of Her Majesty Queen Elizabeth II, the thoughts of the people of East Hendred are with members of the Royal Family as they grieve. The Queen demonstrated extraordinary dedication and commitment to duty throughout her long reign. She ruled throughout seven decades providing essential continuity for the nation. We recognise that this is a period of public grief when people come together to mourn a national figure who has been present throughout many of their lives and for whom we have collective affection despite not knowing her personally. Please pass the condolences of East Hendred Council to His Majesty King Charles III. A Book of Condolence has been opened and will be retained in local archives in due course.</i></p> <p>The chairman attended an ecumenical memorial service in St Augustine's Church on Friday 16th September on behalf of the Council. The book of condolences was removed from the village shop after the funeral on 19th September and placed in the Council's archives.</p>	
324/22	<p>POLICE REPORT</p> <p>No report. Cllr J Shortis, reported that Crime was expected to rise. It was agreed to add a note to the next Bulletin to highlight this concern.</p>	JS
325/22	<p>COUNTY COUNCILLOR'S REPORT</p> <p>A written report had been circulated. At the meeting Cllr Povolotsky advised that the damage on the Icknield Way Bridge has now been reported to the manufacturer.</p> <p>a) Proposal to introduce a footpath along the A417 near Portway Villas. The siting of a footpath here was problematic due to land ownership, existing planting and the in-situ telegraph pole. A site visit by the Highways Department was expected to take place in 6-8 weeks. OCC would not be able to fund this project if it were to be given the go ahead. Cllr J Shortis requested that the Clerk update the residents who raised the footpath request originally with the information provided by Cllr Povolotsky.</p> <p>Cllr Povolotsky was thanked for attending.</p>	Clerk
326/22	<p>DISTRICT COUNCILLOR'S REPORT</p> <p>A written report had been circulated. At the meeting Cllr Shelley confirmed that District Council funds were available. These could be suitable for the play park project. The Vale's office move had been completed. Discussions for a joint plan for the whole of Oxfordshire were ongoing. Both the Vale and South Oxfordshire district councils had agreed that housing need was to be determined independently by each authority.</p> <p>a) Scutchamer Bin – the bin been installed. Cllr Shelly confirmed that she was still pushing hard for a bin for the Icknield Way cycle path near the crossing with the Newbury Road.</p> <p>Cllr Shelley was thanked for attending.</p>	
	FINANCE	
327/22	<p>a) October payments. The payments totalling £2653.62 were approved. Proposed Cllr James, Seconded Cllr Pappenheim. RESOLVED. Cllr Pappenheim to authorise on the bank.</p> <p>b) External Audit Report – The audit report was presented and accepted. Cllr Sharp lead the Council in thanking the Clerk for producing accurate accounts for the external auditing process.</p> <p>c) Allotments Invoice – The invoice for the first instalment was incorrect. The amount should have been £192.50. The invoice was approved for payment as the second Instalment in March would be for the balance.</p>	CP
328/22	<p>REVIEW OF GRANT POLICY</p> <p>Changes to the grant policy were discussed and approved. Proposed Cllr Wall, Seconded by Cllr J Shortis. RESOLVED</p>	
329/22	<p>PLANNING ITEMS</p> <p>a) New Applications</p> <p>i. Small holding adjacent to Bowling Alley Allotments. The proposal is to securely fence an area of the Smallholding field to provide the dog walking paddock. The boundary of the paddock will be secured with a 1.8 m high post and wire fence. Existing derelict 10m x 5m monopitch structure to be removed and replaced with a new monopitch building. Several objections and some positive comments had been posted on the Vale planning portal. Julian Gold attended the meeting and provided additional information about the revised</p>	

	<p>boundary position, "air lock" entry gate system, additional parking spaces and passing places on the track. Cllrs J and C Shortis left the meeting. The applicant explained that the purpose of the dog paddock was to provide an additional revenue stream for the Estate, and a facility for local dog owners. Discussion followed around concerns about increased traffic from people travelling to the village to use the facility. It was noted that the dog park in Blewbury was used primarily by locals, particularly the elderly and infirm. It was suggested that local use could be encouraged by giving them a discount. Concern was expressed about the use of the facility by commercial enterprises such as dog walkers and dog day-care businesses. The applicant stated that there was a limit of six dogs per session and that the facility would be managed and policed. Opening hours were discussed. The applicant expressed willingness to have conditions applied and councillors were reminded that comments should relate to the application as submitted. A suggestion was made to extend the buffer zone on the southern boundary adjacent to the footpath. Further discussion related to dog waste management. It was agreed to support the application and it was approved subject to the following conditions;</p> <ul style="list-style-type: none"> o That consideration be given to extending the buffer zone on the Southern boundary of the proposed site. o That standard opening hours were applied ie 8 till 8 in Summer, 8 till 4 in Winter, in line with VWHDC guidelines. o That dog waste would be disposed of in manner approved by VWHDC. <p>ii. Unit 7, Bepo Land to the north of Thompson Avenue Harwell Campus Temporary change of use of Unit 7 for storage purposes. No objections.</p> <p>b) Applications received since the publication of the agenda</p> <p>i. P22/V2241/HH - 33 Couplings Close. Erection of a timber framed garden building. Cllrs Pappenheim and J Shortis had made a site visit. No concerns were raised, but it was noticed that there was no planning notice displayed near the site. There were no objections.</p> <p>ii. P22/V2283/HH - 20 Portway Close. Single storey rear extension with Ultraframe uPVC glass roof. Cllrs Pappenheim and J Shortis had made a site visit. No planning notice was displayed near site. There were no objections.</p> <p>iii. P22/V2282/HH and P22/V1469/LB - Pebble Cottage, Cat Street. Removal of modern wall between house and garage, replace window in modern extension with french doors, install a vented extractor fan in kitchen at back of house. Cllr J Shortis to visit the site to look at the wall which was proposed to be removed.</p>	JS
330/22	Milton Warehouse Appeal. Cllr J Shortis had been contacted by Carole Hooper, as he had extensive knowledge of the logistics industry and could help to provide a response on behalf of the Parish Council. Cllr Turnbull confirmed that the principal defence was that there was no need for this development. Cllr Turnbull to work on a response.	JS/RT
331/22	Plough Update The conditions requested by the Council have largely been agreed and a decision is imminent. Afternote: Permission was granted on 7 th October 2022.	
332/22	Greensands Update. The plans for the play area were circulated. Cllr Povolotsky asked the Council to make a request to Mears that the play area met all accessibility standards for inclusivity.	Clerk
333/22	Consultation on updated planning application Validation Checklist and Validation Guide – Clerk to circulate details.	Clerk
334/22	Proposals for the Steventon Reservoir – GARD meeting. Mr Beddow confirmed that he had attended a recent meeting. Cllr Povolotsky advised that no changes were expected to Thames Water's plans.	
335/22	LUDBRIDGE CLOSE MATTERS a) Litter Bins. No progress. b) Defibrillator. Cllr Pappenheim confirmed the expected cost of the defibrillator and the proposed position on the fence of the Thames Water pumping station. This would require permission from Thames Water. Power for the unit could be provided by the pumping station. Clerk to write to Thames Water with the Council's request.	Clerk
336/22	JUBILEE PLAY PARK Cllr J Shortis confirmed that three suppliers had been approached and meetings with each had been set up. Roundwood were to provide two other schemes for lower	JS/SS

	budgets (£35,000 and £30,000). Cllr Stocks confirmed that a suitable location in the current Mill Lane play park for the new Table Tennis Table had been agreed.	
337/22	ROWSTOCK – nothing to report.	
338/22	COMMUNITY ART PROJECT – no update provided.	
339/22	HENDRED ESTATE ITEMS Cllr J Shortis was to contact the Estate to explore alternative parking sites for users of the Mill Lane Sports Ground.	JS
340/22	VILLAGE MAINTENANCE It was agreed to delete this item from next month's agenda as it is covered under 18c. Infrastructure.	Clerk
	WORKING GROUPS / REPRESENTATIVES reports and updates ALLOTMENTS	
341/22	<p>a) Allotments – Tenancy Agreements and Rent Letters had been issued to all plot holders. Rents were due to be paid by mid-October. Two 5 pole plots were handed back following allotment retirements, and 1 2.5 pole plot was taken back due to poor cultivation history. Plot offers had been made to names on the Waiting List. All plots had been allocated for 2022-2023. The next Bulletin was to carry the advert again to build the waiting list. A new mowing contractor was to be found. Cllr Stocks had recommended James Wall, a current allotment holder, to take over from David Champ next season.</p> <p>b) Communications. Following a recent Communications working group meeting, Cllr J Shortis summarised the Council's requirements for the new website. A fully costed solution was required.</p> <p>c) Infrastructure</p> <p>i. Courtesy Lights. A new bulb replacement was required for the courtesy light on Old Road.</p> <p>ii. Playground Maintenance. Fencing at the Penny Play Park required replacement. Rails retaining the path in the play area needed fixing. This was all planned for week commencing 10 October. Cllr Pappenheim confirmed costs: £400 for Labour and £230 for Materials. The line of the new fence was to be straightened. Cllr Pappenheim to seek approval for this from the Estate. Costs were approved. Proposed Cllr James, Seconded Cllr J Shortis. RESOLVED.</p> <p>iii. Snells Walkway. Nothing to report</p> <p>iv. Grounds Maintenance. The surface around the goal mouths needed repairing. A MUGA wall had been suggested at one end to replace the existing goal post. Cllr J Shortis to confirm cost of a MUGA wall. Section 106 MUGA money could be used for this project. The amount available to be confirmed by Clerk.</p> <p>v. Tree Maintenance. Nothing to report.</p>	<p>CS</p> <p>JS</p> <p>CP</p> <p>Clerk</p>
342/22	ENVIRONMENT AND SUSTAINABILITY On behalf of HEG Cllr James thanked the Parish Council for leaving the grass long at Snells to encourage biodiversity. HEG were now working with representatives of the Ludbridge Close management company to improve the management of the wildflower areas of the estate.	SJ
343/22	HIGHWAYS AND TRANSPORT	
	a) Cllr James confirmed she was now a Fix My Street Super User and would be attending training. She was actively progressing the damage to the Icknield Cycle Path Bridge.	SJ
	b) Parking. OCC had responsibility for parking enforcement. There continued to be problems around the village with parking. Cllr James to draft a letter to OCC Highways.	SJ
	c) Cllr James highlighted the need for the County Council to develop a resilience plan for major incidents following the recent closure of the A34 after a major fuel spillage, and the closure of the Oxford Eastern bypass due to a burst water main. Both incidents caused serious problems with bus routes serving our village.	
	d) Cycle Route 544 to Didcot – work was to go ahead to make this permanent with a crossing at Upton. This would create an attractive route to Didcot.	
344/22	HARWELL LIAISON Cllr Sharp reported that the last meeting was the 100 th Meeting. All decommissioning was on target. The meeting included a presentation by Magnox, which would eventually have 20 sites and the workforce was expected to increase to 6,000.	

	£164,000 had been made available to local activities. There was still money available for local organisations. A meeting had been scheduled for 14 October 2022 to discuss Biodiversity on the Harwell Campus.	
345/22	AONB Cllr Sharp had attended a management meeting. He highlighted the recent Harwell campus planning applications and made a request that the AONB planning officer comment on these.	
346/22	SPORTS CLUB A recent meeting attended by members of the Parish Council had generated a number of actions and confirmed the Council's support for the Sports Club's development plans. Cllr J Shortis was liaising with the Sports Club. Progress was to be reported at the November meeting.	JS
347/22	RIDGEWAY NATIONAL TRAIL The installation of the new bin was confirmed by Cllr Shelly.	
348/22	AGE UK Cllr Wall reported on the proposed "Good Neighbour Scheme" meeting which was advertised at the recent Golden Age meeting and was also to be advertised on "What's On". The meeting was on 27 th October. Volunteers were needed to assist with the refreshments. Cllr Wall provided an update on the Oxfordshire Cost of Living Campaign. Pensioners and families on low incomes were being encouraged to apply for benefits. Leaflets were handed out at the Golden Age meeting.	
349/22	GENERAL CORRESPONDENCE a) Civility and Respect pledge. Carried forward. b) Warm Spaces Initiative. Cllr J Shortis reported on the progress made identifying facilities in the village which could be included on the Council's "Warm Spaces Register". c) Consultation on Oxford Transport proposals. Cllr James to seek clarity from the Clerk d) Correspondence regarding advertising. Clerk to check the advertising rules.	JS SJ Clerk
350/22	ANY OTHER BUSINESS a) The Clerk had received a letter from the planning department relating to a recent Harwell application (Techedge). The Council had confirmed its objection. The Clerk to respond to the planning officer. b) Suggestion Box in Shop. Cllr J Shortis to circulate the two options.	Clerk JS
351/22	PLAYGROUND INSPECTIONS Cllrs Turnbull and Webb for November.	
352/22	DATE OF NEXT MEETING Thursday 3rd November 2022 at 7.30pm in Snells Hall.	

The meeting closed at 22.15.