

## MARCHAM PARISH COUNCIL

Minutes of a Meeting of Marcham Parish Council held on Wednesday 9<sup>th</sup> January, 2008 in the residents' lounge, Duffield Place, Marcham at 7.30 p.m.

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Present:

Mr. W. Cumber (Chairman), Mr. C. Bough, Mr. I. Charles, Mr. M. Denton,  
D. Hutchinson, Mrs. M. Evans, Mrs. C. Ricketts  
Clerk: Mrs. L. Martin

2008/1      Apologies for Absence  
Apologies for absence had been received from Mrs. Allan, Mrs. Turney and Mr. Walton.

2008/2      Declarations of Interest  
Mr. Denton declared a personal interest in the agenda item relating to the nomination for the Anson Trustees in that he was a Director of the Trust. Mr. Bough declared a personal interest in the agenda item relating to the nomination for the Anson Trustees in that he was a Director of the Trust.

2008/3      Minutes of the meeting held on 12<sup>th</sup> December, 2007  
These were agreed and signed as a true record of the proceedings.

2008/4      Matters Arising from the Minutes of the meeting held on 12<sup>th</sup> December, 2007

Junction of Howard Cornish Road / Hyde Copse – Trees

Council noted that the matter of the overhanging trees was being pursued with the County Council as both the District Council who owned the verge at this point, and the adjacent property owner did not own the land.

Grants Awarded

Council noted that letters of thanks for grant awarded had been received from the South and Vale Carers Centre, Abingdon Citizens Advice Bureau, Duffield Sunshine Club, Marcham Senior Citizens Club, plus a receipt from the Anson Trust Field Management Committee.

Anson Field Management Committee

Council noted that this Committee had wished to request two grants of £750 for grass cutting and maintenance costs, rather than a single grant of £750. Council agreed to consider an additional grant at a future meeting. It was also noted that Mr. Cumber had not been able to attend the Committee meetings as the Council's representative. Mr. Hutchinson offered to substitute.

Website

Mr. Cumber gave a brief report on ideas for a website. It was suggested that Mr. Walton investigate further and report back. Three local businesses hosted websites and it was thought prudent to obtain quotations from these as they had knowledge of the parish. It was also thought that any domain name should be ".gov".

- 2008/5            Public Participation  
There were no members of the public present.
- 2008/6            County Councillor's Report  
In the absence of the County Councillor, no report was available.
- 2008/7            District Councillor's Report  
In the absence of the District Councillor, no report was available. The Clerk indicated that the matter of the empty Haines Court shop had been referred to the District Council and to Cllr. Hanna as comments had been received that the premises are being advertised for sale as a retail unit, yet planning consent had been granted for change of use to residential.
- 2008/8            Flood Working Party  
Mr. Denton gave a report from the Flood Working Party. The "Flood Prevention Guide" booklet had been circulated to parishioners affected by flooding. The Environment Agency was visiting the parish at the end of January. Members would meet with the representative from the Agency to discuss the problems experienced in Marcham.
- 2008/9            Annual Meeting for Electors in the Parish  
Council discussed arrangements for the annual meeting for electors in the Parish. The suggested date for the meeting was 21<sup>st</sup> May. It was thought that an appropriate speaker would be the District Council's Emergency Planning Officer. The newly appointed Head Teacher from Marcham Primary School also to be invited to introduce herself.

RESOLVED:

- (i) that arrangements be made for the annual meeting for electors to be held on 21<sup>st</sup> May with guest speakers, the Emergency Planning Officer from the Vale of White Horse District Council and the Head Teacher from Marcham Primary School
- (ii) that Cllr. Hanna and Cllr. Brown be advised of the arrangements.

- 2008/10           The Arthur Anson Memorial Trust Ltd  
Three parishioners had expressed an interest in being considered as nominees for the Arthur Anson Memorial Trust. Members had anticipated being able to talk with interested applicants, however one applicant had now withdrawn. No one else had come forward.

RESOLVED:

- (i) that Mr. Bough and Mr. Denton be nominated as Trustees for the Arthur Anson Memorial Trust
- (ii) that the Trust be advised of the Council's nominees.

2008/11

Parishioner of the Year Award

Council discussed the format for the presentation of the award for the parishioner of the year.

RESOLVED:

- (i) that the recipient not be advised in advance of the award and the element of surprise be retained
- (ii) that a supplementary gift of flowers for the recipient or spouse of recipient be given where appropriate
- (iii) that all nominations, however submitted, be acknowledged in writing.

2008/12

Best Kept Garden Competition

Council discussed whether or not to organise a best kept garden competition this year. It considered including other features such as back gardens.

RESOLVED:

- (i) that a Summer best kept front garden competition be organised
- (ii) that the companies who had previously sponsored the competition be invited again to act as sponsors
- (iii) that the manager of Hyde Farm Nurseries be asked to be the final round judge, or if unable then the manager of Millets Farm Garden Centre

2008/13

Review of Clerk's Salary

Council reviewed the Clerk's salary in accordance with the National Association of Local Council's recommendations for 2006/07. This represented a 2.475% Cost of living increase.

RESOLVED:

that the Clerk's salary be increased in accordance with the NALC recommendations for the year 2007/2008

2008/14

Budget

Council carefully considered the current balances, the likely balances at the year end and the budget for 2008/09. It discussed removing the gravel from the war memorial and replacing the terram layer to stop weed growth. It also noted that the paddocks were still available for rent.

RESOLVED:

- (i) that the budget as shown on the forms annexed to these minutes be approved.
- (ii) that a precept of £33,000 be set for the year 2008/2009.

- (iii) that an advertisement be placed in the Abingdon Herald offering Cow Lane Paddocks for rent

2008/15 Planning Applications

a) Decisions on previous applications

MAR/20333 1 and half storey extension to provide sitting room and home office with studio space  
The Clockhouse, Sheepstead Road  
Application withdrawn 17<sup>th</sup> December, 2007

b) Applications dealt with prior to the meeting

No applications had been received

c) Applications dealt with at the meeting

No applications had been received

d) Planning Correspondence

Vale of White Horse District Council – Validation check lists – new Planning application form

Council discussed the new standardised planning application form and the guidance notes

RESOLVED:

that the Vale of White Horse District Council be advised that this Council considered:

- a) the changed process with additional reports required was too complicated
- b) that the speed of the planning application process would not be improved

2008/16 Correspondence

a) Oxfordshire Rural Community Council – Changes to Post Office Network

Council noted that a meeting for representatives of parishes affected by Post Office closures would be held on 14<sup>th</sup> February at 2.00 p.m. at the Holt Hotel, Steeple Aston.

b) NHS Primary Care Trust

Council noted receipt of the Annual Report 2006/07.

c) Oxfordshire Rural Community Council – Review of External Transport Posts

Council noted that the County Council was funding 50% of the total costs of

the posts of the Rural Community Transport Advisor, Oxfordshire Transport Co-ordinator and Rural Transport Partnership Officer.

- 2008/17      Accounts  
Council noted the list of cheques to be signed and authorised payments totalling £1544.18 in respect of administration costs, play area maintenance and tennis courts.
- 2008/18      Matters Raised by members for information
- Pothole Howard Cornish Road  
It was reported that this pothole had still not been filled by the County Council
- Bottle Banks – Howard Cornish Road  
Concerns were raised that these were unsightly. Bags were being left. It was suggested that photographs could be taken. The Clerk was asked to make enquiries as to the tonnage taken from the banks and where the responsibility lay for keeping the area tidy.
- Window Cleaner  
Concerns were raised that the parish had lost the services of a window cleaner, as the local firm had ceased to operate. Members referred to other companies which had taken over the area.
- Howard Cornish Road – flats - light  
It was reported that the path at the rear of these flats still required improved lighting.
- 2008/19      Items for MAD News  
Council noted the list of items for inclusion in the village newsletter.
- 2008/20      Date of Next Meeting  
The next meeting of the Council would be held on Wednesday 13<sup>th</sup> February, 2008 in the residents' lounge, Duffield Place at 7.30 p.m.

Signed ..... Date .....

## MARCHAM PARISH COUNCIL

Minutes of a Meeting of Marcham Parish Council held on Wednesday 13<sup>th</sup> February, 2008 in the residents' lounge, Duffield Place, Marcham at 7.30 p.m.

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Present: Mr. C. Bough, Mr. I. Charles, Mrs. C. Ricketts, Mrs. S. Turney,  
Mr. D. Walton  
Cllr. Ms. J. Hanna (District Councillor)  
Clerk: Mrs. L. Martin  
6 members of the public  
Joined by Cllr. I. Brown (County Councillor)

In the absence of Mr. Cumber, the Chairman, Mr. Charles, the Vice-Chairman took the chair for the duration of the meeting.

- 2008/21      Apologies for Absence  
Apologies for absence had been received from Mrs. Allan, Mr. Cumber, Mr. Denton, Mrs. Evans, and Mr. Hutchinson.
- 2008/22      Declarations of Interest  
Mr. Bough, declared a personal and prejudicial interest in the agenda item relating to the grant application by the Anson Trusts in that he was a Director of the Trust.
- 2008/23      Minutes of the meeting held on 9<sup>th</sup> January, 2008  
These were agreed and signed as a true record of the proceedings.
- 2008/24      Matters Arising from the Minutes of the meeting held on 9<sup>th</sup> January, 2008
- Junction of Howard Cornish Road / Hyde Copse – Trees  
Council noted that the County Council had confirmed that the end two trees in a row of approximately 6 trees would be felled to improve road safety.
- Annual Meeting for Electors in the Parish  
Council noted that owing to previous bookings in the school hall, the annual meeting of electors would take place on Wednesday 28<sup>th</sup> May. Replies from the Emergency Planner and Head of Marcham Primary School to invitations to address the meeting were awaited.
- Potholes – Howard Cornish Road  
Council noted that these had been marked with white paint in readiness for repair.
- Bottle Banks  
Council noted that the District Council had advised that there is no separate break down in collection figures for each of their sites. Council noted that it was the responsibility of the District Council, as street cleansing authority, via

its contractor Veolia to ensure the site was kept tidy. There was general discussion as to ensuring that the District Council kept the area uncluttered. An article would be placed in MAD News requesting that plastic bags and other containers used to take glass and paper to the bottle banks be taken home and not left to blow around in the wind.

2008/25

#### Public Participation

##### Sheepstead Road

Concerns were raised by residents about the dangers emerging from the driveway which led from Morland, the Clock House and Brewers on to the Sheepstead Road. Vision at the junction was poor and with increased traffic, some speeding vehicles there had been near accidents. It was suggested that the 30 mph should be taken as far as St. Peters Cross Roads.

##### Marcham Society – Notices

A request was made that permission be given to the Society to place notices on its activities in the noticeboards in the Churchyard and the Institute.

##### Potholes – Church Street junction with All Saints Close

A parishioner referred to potholes which were in need of repair.

##### A415 Traffic Trial

Questions were asked in the light of the decision not to proceed, for assurances to be given that the Parish Council would push for a solution, given the results in the Plags survey where residents agreed the bends were dangerous and supported safety measures. Questions were also asked whether the Parish Council was taking the results further and whether it was seeking more information, and whether it recognised that the village wanted a solution, or was this the end of the matter. A request for firm communication between the Parish Council and the Plags group was made.

##### Proposed website

A suggestion was made by the public that if the Council was thinking of putting minutes and agendas on a website, that this could be a shared website with MAD News.

In the absence of Cllr. Brown, County Councillor, the Chairman moved to the next agenda item.

2008/26

#### District Councillor's Report

Cllr. Hanna offered her support for a safety campaign on the A415, but pointed out that it was essentially a county matter. She referred to the working party which she had established to consider parish consultation at the time of any planning application. This group had now had a constructive meeting with the Anson Trustees.

Cllr. Brown joined the meeting.

Cllr. Hanna referred to the District Council's budget. This was to increase by 4.9% partly due to additional cost pressures on the District Council, such as the provision of free bus passes which was a compulsory requirement. She agreed to check how much of the 4.9% increase was in fact due to specific additional cost pressures.

2008/26

County Councillor's Report

Cllr. Brown referred to the increase in the County Council's budget of 3.875%. The band D requirement for the County Council would be £1089.75. The budgets were not overall substantially different this year, although there were some ongoing sums which were available to allocate. The settlement from Government had been less generous than expected, being some £6.5 million lower than originally stated

The waste contract for the County was ongoing. The matter had been put out to contract and out of 9 companies who had come forward, 2 were now being considered. There was a possibility of an incinerator being sited at Ardley and/or Sutton Courtenay. Contracts for organic waste were at the early stages.

2008/27

A415 Traffic Trial

Council noted receipt of a letter from the County Council which indicated that 25% of consultees supported the idea of a footway, and 30% of households fronting the A415 supported the scheme. In the light of this the County Council would not be proceeding with the implementation of the scheme. In addition a shortfall in government funding had left the County Council £6.5 million down and it was therefore reviewing its programme for the forthcoming years. The County Council had offered to attend a Parish Council meeting to discuss the matter. Council discussed the letter. It was generally felt that there was not enough information, and that sight of any reports, the survey and a more comprehensive analysis of the data was needed. There appeared to be no indication of who had made the decision. Council did recognise that the County Council had undertaken more than they would normally do and had put in a real effort to implement the trial. Reference was made to the differences in the results between the County Council's survey and that of Plags Council's debate was interrupted by members of the public, and the Chairman, on more than one occasion asked them to be quiet and indicated that he would have them removed from the meeting should they persist. Concerns were raised that new houses under construction on the A415 would bring more residents to the main road, together with development at Grove which would bring more traffic. It was felt that the County Council should be asked what could be done, if the traffic light/footway suggestion was not possible. It was felt that there was a need for the County Council to recognise that the road was "unsafe" as in the recent planning application for the new development the County Council could not find any reason to object. Council discussed the format of the meeting should the County Council's officers be able to attend, and that it would be useful to have a list of questions to put to them.

RESOLVED:

- (i) that representatives from the County Council be

asked to attend the next meeting of the Parish Council to discuss and explain its decision not to proceed with the footway/traffic light scheme around bend on the A415.

- (ii) that the County Council be asked to provide a comprehensive analysis of the survey and comments from the public in advance of attending the meeting.
- (iii) that Plags be asked if there are questions that it, as a group, wished to ask the County Council.

2008/28

Sheepstead Road – Junction point for Brewers, Clockhouse and Morland, Sheepstead House and The Fosse

Council considered a letter received from the owners of these properties who were concerned about safety when entering and leaving their private access road owing to speeding traffic on Sheepstead Road, and lack of vision. They requested a reduction in the mandatory speed limit and that consideration to be given to appropriate signage to be erected on the roadside.

RESOLVED:

- (i) that the Council supported the concerns of the residents
- (ii) that a letter be written to the County Council seeking appropriate measures to improve safety
- (iii) that a request be lodged with the County Council for hedge trimming which should improve the vision line.

2008/29

Flood Working Party

Council received a report from the Flood Working Party whose representatives had met with the Environment Agency in January. 3 areas were considered, Marcham Mill, Priory Cottage and the central village. Owing to the proximity of the river Ock to Marcham Mill, and the low level of Priory Cottage, nothing could be done to improve these areas. Nor could anything be done at Frilford to prevent flows to Marcham owing to the restricted budget of the Environment Agency which was being used to support areas severely affected such as Botley, Oxford. The Environment Agency agreed to contact Denman College to discuss ways of improving the flow from the lake, and the Clerk would work with the County Council to arrange clearance of the culvert under the A415. Cllr. Brown referred to Environment Agency publications on Flood Reviews and Managing Flood Risk which may be useful. The details of these would be given to the Clerk.

Mr. Bough left the meeting.

2008/30

The Arthur Anson Memorial Trust Ltd

Council discussed a grant application from the Trust for £750 for maintenance expenses for the cricket pitch and garage.

RESOLVED:

that a grant under s. 19 Local Authorities (Miscellaneous Provisions) Act 1976 be awarded to the Arthur Anson Memorial Trust in the sum of £750.

2008/31 Best Kept Garden Competition  
Council considered the arrangements for the competition which would be on lines similar to previous years.

2008/32 Churchyard – Footpaths  
Council considered a quotation in the sum of £265 to re-edge and clear the paths in the Churchyard

RESOLVED:

that the quotation be accepted.

2008/33 Under Age Drinking and antisocial behaviour  
Council noted correspondence from the Anson Trust expressing concerns about anti social behaviour, under age drinking and consequent litter bottles and cans which were being left in the Anson field and Institute car park. They had requested the support of the Police. The Clerk had mentioned this to the Community Support Officer, as requested, who had also offered to attend a Council meeting. Mrs. Ricketts offered to check the position and speak to any youngsters.

RESOLVED:

that the Police Community Support Officer not be invited to attend a meeting.

2008/34 Parishioner of the Year Award  
Mr. Bough gave a report on the nominations and presented the short list to Council as referred to in the Clerk's report. Council selected the recipient of the award for 2007. The Certificate to be presented at the Annual Meeting for Electors in May 2008.

2008/35 Orders and Regulations relating to the Conduct of Local Authority members in England  
Council noted this consultation paper.

RESOLVED:

that no comments be submitted to the Standards Board on this document.

2008/36 Planning Applications  
a) Decisions on previous applications

MAR/2640/2-LB Internal alterations  
17 North Street  
Permitted 23<sup>rd</sup> January, 2008

MAR/20347 Conversion of existing garage to playroom and store  
75 Howard Cornish Road  
Permitted 20<sup>th</sup> December, 2007

b) Applications dealt with prior to the meeting

No applications had been received

c) Applications dealt with at the meeting

No applications had been received

2008/37

Correspondence

a) Reservoir Affected Parishes Group

Council noted that a meeting of this group would take place on Wednesday 27<sup>th</sup> February at Steventon village hall.

b) Oxfordshire County Council – Public Transport Guide

Council noted receipt of the guide.

c) Oxfordshire Rural Community Council – News Bulletin

Council noted receipt of the bulletin.

d) Vale of White Horse District Council – Initial Budget Proposals

Council noted receipt of the budget proposals.

e) Oxfordshire County for Voluntary Action – Information on grants

Council noted a funding advice surgery would operate in Abingdon Library on 29<sup>th</sup> February and 28<sup>th</sup> March between 10.00 a.m. – 1.00 p.m.

f) Vale of White Horse District Council – Standards Committee agenda 4<sup>th</sup> February

Council noted receipt of the agenda

g) Oxfordshire Rural Community Council – 13<sup>th</sup> February, Didcot Civic Hall, 9.30 a.m. – 2.00 p.m

Council noted the details of a networking even to explore the changes facing rural communities..

h) Age Concern – Information regarding new café for over 50s.

Council noted this information.

2008/38

Accounts

Council noted the list of cheques to be signed and authorised payments totalling £2013.89 in respect of administration costs, allotment water, play area and

churchyard maintenance.

Council noted that BDO Stoy Hayward had been appointed external auditor by the Audit Commission for the next 5 year period.

2008/39 Matters Raised by members for information

Longfields – Proposed Play Area

It was reported that the water pipe on this site was still in place, although assurances had been given by the developer that it would be removed last July. The Clerk was asked to see whether it could be removed.

2008/40 Items for MAD News

Council noted the list of items for inclusion in the village newsletter.

2008/41 Date of Next Meeting

The next meeting of the Council would be held on Wednesday 12<sup>th</sup> March, 2008 in the residents' lounge, Duffield Place at 7.30 p.m.

The meeting closed at 8.55 p.m.

Signed ..... Date .....

## MARCHAM PARISH COUNCIL

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Present: Mr. W. Cumber (Chairman), Mrs. Allan, Mr. C. Bough, Mr. I. Charles, Mr. Denton, Mrs. Evans, Mr. Hutchinson Mrs. C. Ricketts, Mrs. S. Turney, Mr. D. Walton  
Cllr. I. Brown (County Councillor)  
Clerk: Mrs. L. Martin  
Cllr. Ian Hudspeth, Cabinet Member for Transport, Oxfordshire County Council  
Mr. Steven Howell, Head of Transport, Oxfordshire County Council  
14 members of the public

Prior to the commencement for formal business Cllr. Hudspeth, and Mr. Howell spoke about the A415 traffic trial and the reasons for not proceeding with a footway around the section of the bend nearest The Crown public house. It was appreciated that the traffic trial had been cut short, with traffic flows lighter than expected. Over 30% of residents had responded, with differing views depending on where the residents lived. The majority of those who lived on the A415 had voted "no". This had given the County Council a dilemma. There was not sufficient support to go ahead with the scheme. The County Council was also facing an unexpected cut in funding of £6.5 million, certain items had had to be cut out and funding allocated to those schemes with the highest priority. At the moment there was no scheme in Marcham to go forward with.

Questions were invited from members and the public. Points were raised on the "illegality" of the road, the impact from other proposals such as the reservoir, and the expansion at Grove, the chances of diverting the traffic through Gozzards Ford, the differences a fatality on the A415 might make, the requirement needed to ensure the County Council proceeded with the footway, traffic speeding during the night and the definition of speeding, and the possibility of erecting signs to encourage HGVs to go elsewhere. The County Council's representatives answered these and assured those present that Marcham would be included as part of its review of the river crossings, particularly at Newbridge and the impact on the A415, and in its studies of wider Oxfordshire such as the expansion at Grove.

Cllr. Brown commented on the commitment of the County Council's members and officers who had attended the annual meeting of electors 2 years ago and who had been working hard to try and find a solution. It was noted that they recognised the local concerns but that there was no easy solution.

### Abingdon Integrated Transport Strategy

Cllr. Hudspeth explained the history to the scheme. From the late 1990s the County Council had been working with the Vale of White Horse District

Council and Abingdon Town Council to keep all vehicles outside of the town and to allow them through at a steady rate. A plan emerged in 2004. An exhibition was held where over 3000 people attended, and 60% were in favour of the scheme and only 20% against. Some minor changes to the scheme such as relocating the position of some traffic lights and the phasing of the waiting times were being done. An independent review of the scheme was being undertaken with the results available for everyone. The County Council was pursuing the intention that the scheme should work. Cllr. Hudspeth answered questions from members and the public on the Stratton Way/Ock Street junction, the possibility of a right turn into Bath Street for West bound traffic in Stratton Way, and the suggestion of turning out the traffic lights in the town centre.

The Chairman thanked both for attending, explaining the County Council's position on both topics and for the useful dialogue that had taken place. Cllr. Hudspeth and Mr. Howell then left the meeting.

The Chairman called the meeting to order at 8.20 p.m.

2008/42      Apologies for Absence  
Apologies for absence had been received from Cllr. Ms. J. Hanna (District Councillor).

2008/43      Declarations of Interest  
There were no declarations of interest made.

2008/44      Minutes of the meeting held on 13<sup>th</sup> February, 2008  
These were agreed and signed as a true record of the proceedings.

2008/45      Matters Arising from the Minutes of the meeting held on 13<sup>th</sup> February, 2008

Flooding

Council noted that the Environment Agency had confirmed that at a meeting held with Denman College an assurance had been given that a flood arch would be included in the wall alongside the Church path when it was reconstructed. The College had offered to meet with others affected by flooding to discuss the problem. The Environment Agency had recommended clearing some of the material from the path to improve access to existing flood arches. They were also liaising with the landowner regarding blocks which had been found in the culvert under the path.

2008/46      Public Participation  
Marcham Primary School intake  
Mr. Hillier, expressed concerns regarding his child and other children from the village who had not been allocated places at Marcham Primary School from September 2008. He felt that some children were attending pre-school but then were not being offered places in the nursery class on the same site. As

allocations were done on a geographical basis, this meant that children on the western side of the village were always at a disadvantage. Cllr. Brown stated that he had visited the school with the County Council's Education Development Officer. The Head Teacher was keen to take the children, and measures were being considered, such as reorganising accommodation, to try and make this possible.

Mr. Hillier placed on record his thanks to Cllr. Brown.

Planning Application – 6 The Gap

Mr. Cook raised objections to the application to extend this property again.

A415 - Traffic

Mrs. Timberlake referred to the survey undertaken by Plags 2 years ago regarding the A415 and reminded members that 89% of villagers had thought the bends in the centre a dangerous place. She asked members to bear this in mind.

2008/47 County Councillor's Report  
Cllr. Brown had no other issues to report

2008/48 District Councillor's Report  
In the absence of Cllr. Hanna there was no report available.

2008/49 A415 – Traffic Trial  
Council discussed the presentation by Cllr. Hudspeth and Mr. Howell. Comments raised were the possibility of re-running the trial at a different time of the year, changes in circumstances when the 10 new houses under construction on the A415 were occupied, the change in traffic volumes when the lights were installed, pollution suffered when the lights were installed, the lack of finance at the County Council, and that the comments in the results such as requests for a by pass which was unachievable in the short term, may have affected the results.  
Council also considered the possibility of a path to the rear of the properties on the north.

RESOLVED:

- (i) that a working party comprising Mr. Denton, Mr. Hutchinson and Mrs. Allan be set up to consider the options, and paths in the area in order to try and seek a solution.
- (ii) that a letter be sent to the County Council to thank them for attending the meeting, and stating that the Parish Council was dissatisfied that the problem had not been sorted, and that it wished

the County Council to continue to look for a solution.

A415 – Road Mirror

Members noted that this item had now been withdrawn from the agenda.

2008/50

Under Age Drinking and Antisocial Behaviour

Council noted that further to the report last month 2 additional incidents had occurred. One involved broken glass bottles in the play area and another where bottles had been smashed on a car in a private garden in Fettiplace Road. The Clerk has arranged for Mr. Clinkard, caretaker for the Anson Trust to clear the glass in the children's play area. It appeared that those offending were visiting the village from Abingdon. The Police Community Support Officer was liaising with Mrs. Ricketts regarding the incidents.

RESOLVED:

that the expenses of clearing the glass in the sum of £16.87 be paid to the Anson Trust.

2008/51

Oxfordshire Rural Community Council – Update on Review of Primary School Provision

Council discussed the correspondence received from parishioners concerning the lack of places for children from the village to attend the village school, and noted the comments made by Mr. Hiller during public participation. It was made aware that the relocation of the pre-school into the school building had taken some of the available space, and that discussions were being held between the School and Pre-School regarding changing the length of time the pre-school children were in the building. The intention had been seamless education from age 3 upwards. It noted that it was the Head Teacher's intention to accommodate all Marcham children within the school, and that the School Governors were holding a meeting to discuss the situation. Council discussed what it could do itself, and thought it should wait to see what the Governors had said.

Council also considered the County Council's review of Primary School Provision and supported the retention of rural schools, and ensuring that there was planned sustainability

RESOLVED:

- (i) that a letter of support be sent to the Head and Chair of Governors.
- (ii) that a letter be sent to Oxfordshire County Council supporting the retention of rural schools and seeking the resources to ensure that their retention was properly planned

2008/52

Oxfordshire County Council – Draft Report of Childcare Market Assessment  
Council considered this report.

RESOLVED:

that no comment be submitted

2008/53

Concessionary Bus Passes

Council noted that under the new free bus pass scheme, Central Government had provided that those eligible could use their pass between 9.30 a.m. – 11.00 p.m. The Vale of White Horse District Council offered passes for use between these hours, but 3 of the other District Councils in Oxfordshire, South Oxfordshire D.C., West Oxfordshire D.C. and Oxford City Council had offered passes from 9.00 a.m. The 9.30 a.m. start meant that those residents needing to get to doctors and hospital appointments early were disadvantaged. 3 letters of complaint and one telephone call had been received by the Clerk.

RESOLVED:

that a letter be written to the Vale of White Horse District Council expressing concern about the inconsistency within the County over the start time for the bus pass, and asking for a review of its policy.

2008/54

Anson Field – Play Area

Council considered a formal opening. This would be planned for the end of April after the schools Easter holidays.

2008/55

Marcham Society – Notices

Council considered a formal request by the Society to place notices about photographic records of the village in the noticeboard outside the Institute, and a further notice regarding Churchyard headstones in the conservation noticeboard in the Churchyard.

RESOLVED:

that consent be granted

2008/56

Bottle Banks

Council considered a suggestion from a parishioner to install a litter bin at the bottle banks site in Howard Cornish Road. This would enable plastic carriers and other containers used to carry bottles and papers to the bottle banks to be disposed of correctly.

RESOLVED:

that enquiries be made of the Vale of White Horse District Council as landowner to see whether they would agree to and provide, then empty a litter bin.

2008/57

Parish Council website

Mr. Walton gave a report on creating the site, website domain name, and hosting the site together with information as to costs. Mr. Walton stated that he

could either create a simple site himself, or Council could proceed with having a site designed elsewhere. He recommended starting with a simple site and then comments and feedback would lead to other things being added later. Council discussed the domain name, and noted the recommendation to use “Get online Ltd” as the internet service provider. The cost being approximately £140 per annum.

RESOLVED: that

- (i) Marchamparishcouncil.gov.uk be used as the domain name
- (ii) Mr. Walton proceed to create a simple website for use by the Council, and progress the matter to the next stage.
- (iii) the Council’s thanks to Mr. Walton be recorded

2008/58 Vale of White Horse District – Tree Policy  
Council was aware of this document

RESOLVED:

that Council not submit any comments on the policy document.

2008/59 Planning Applications

a) Decisions on previous applications

No decisions had been received

b) Applications dealt with prior to the meeting

No applications had been received

c) Applications dealt with at the meeting

MAR/ 19661/1 Erection of timber pergola in rear garden  
4 The Green  
For: Mr. D. Harding  
Comments: Council had no objections

MAR/18249 Remove Polycarbonate roof to conservatory. Erect new timber and tiled roof with projection to form loggia  
6 The Gap  
For: Kingsbury and Son Builders  
Comments: Council had no objections

2008/60 Correspondence

a) Oxfordshire Association of Local Councils – Training Day Wed. 2<sup>nd</sup> July  
Council noted information regarding the training day entitled “How to be a

better Councillor". Mr. Walton expressed an interest in attending.

RESOLVED:

that the attendance fee of £40 plus vat be paid by Council

- b) Vale of White Horse District Council – Information Sheet for parishes  
Council noted receipt of the information sheet which included information from the Standards Board publication on predisposition, predetermination, or Bias and the Code of Conduct. This would be circulated to members.
- c) Information regarding Sport Relief event at Tilsley Park, Abingdon on 16<sup>th</sup> March  
Council noted receipt of the information
- d) Vale of White Horse District Council – Summons and Agenda  
Council noted receipt of this document.
- e) Oxfordshire Rural Community Council - Bulletin  
Council noted receipt of the bulletin
- f) RWE nPower - £10,000 Community Fund  
Council noted information regarding a fund managed by RWE nPower which awarded grants for education, environment and youth and community proposals. It was suggested that this information be passed to Marcham Primary School

2008/61

Accounts

Council received a report from the working party on the review of the effectiveness of the internal audit and noted the recommendations. Council noted the list of cheques to be signed and authorised payments totalling £2917.44 in respect of administration costs, clearance on allotments, grant, paper for MAD News, and play area.

RESOLVED:

- (i) that the report of the working party on the review of the effectiveness of the internal audit be accepted and the following recommendations implemented
  - a) A member, together with the Clerk attend for interview with the internal auditor at the time of finalising the accounts
  - b) a copy of the completed annual return be circulated to each member
  - c) terms of reference be prepared for the

- internal auditor
- d) that the internal auditor be appointed annually
- e) that an audit plan be prepared

2008/62      Matters Raised by members for information

Longfields – Development

It was reported that there was a problem with the door opening at no. 24 Longfields. This had been referred to the builders by the occupier but had not been resolved. The Clerk advised that this was essentially a private matter and not one for the Council as a corporate body. Mr. Cumber, as an individual offered to contact Sovereign Housing Association.

Pothole – North Street near junction with A415

It was reported that there was a pothole at the junction of the A415 and North Street. The Clerk would report this to the County Council.

Oxfordshire Village of the year Competition

Mrs. Evans showed the Certificate for the 2007 entry where Marcham had been highly commended. This would be placed in the post office. She referred to suggestions and ideas from the judges which they regarded as good practice. She would produce a note for the next meeting which the Council could consider as an agenda item.

Arboretum

Enquires were made about the display board which needed repair. The Clerk reported that a new leg for the display board had been ordered. It was suggested that the board could be reduced in height. This could be achieved by setting it further into the ground.

Noticeboard outside Institute

Enquiries were made about the renovation of this board. The Clerk reported that the green baize had already been fitted inside, and the re-staining would be done in the better weather.

Sheepstead Road / Howard Cornish Road junction – pothole

It was noted that this pothole still had not been repaired.

2008/63      Items for MAD News

Council noted the list of items for inclusion in the village newsletter.

2008/64      Date of Next Meeting

The next meeting of the Council would be held on Wednesday 9<sup>th</sup> April, 2008 in the residents' lounge, Duffield Place at 7.30 p.m.

The meeting closed at 10.15 p.m.

Signed ..... Date .....

## MARCHAM PARISH COUNCIL

Minutes of a Meeting of Marcham Parish Council held on Wednesday 9<sup>th</sup> April, 2008 in the residents' lounge, Duffield Place, Marcham at 7.30 p.m.

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Present: Mr. W. Cumber (Chairman), Mr. C. Bough, Mrs. Evans, Mr. Hutchinson  
Clerk: Mrs. L. Martin  
5 members of the public  
The Chairman welcomed everyone to the meeting, and confirmed with the Clerk that 4 members constituted a quorum.

- 2008/66      Apologies for Absence  
Apologies for absence had been received from Mrs. Allan, Mr. Charles, Mr. Denton, Mrs. Ricketts and Mr. Walton.
- 2008/67      Declarations of Interest  
There were no declarations of interest made.
- 2008/68      Minutes of the meeting held on 12<sup>th</sup> March, 2008  
These were agreed and signed as a true record of the proceedings.
- 2008/69      Matters Arising from the Minutes of the meeting held on 12<sup>th</sup> March, 2008

### Concessionary Bus Fares

The Chairman summarised the response from the District Council which confirmed the statutory scheme was under-funded, meaning the local council tax payer was subsidising it. The intention, by staying with the statutory scheme only, was to compare actual costs to actual funding in order to provide evidence for lobbying Government for additional funding at a future date.

### Website

Council noted that the proposed website had proceeded to the next stage and an application for registration of the domain name had been lodged.

### Flooding

The Chairman confirmed that a further meeting between the Environment Agency, the County Council and himself was taking place the following day. The culverts under the A415 and the land on the southern side of the A415 were being inspected to see whether any improvements could be made which would help prevent the type of flooding on the A415 which occurred in July 2007. Mrs. Evans asked that the sluice gates at Denman College be checked. Mr. Cumber would check the arrangements between the Environment Agency and Denman College regarding further upstream.

### Litter Bin adjacent to Bottle Banks

Council noted that the District Council was considering the placing of a mixed

plastics recycling bin in Howard Cornish Road. This should take the plastic carriers left behind when residents took other items to the other bottle banks, as well as other plastics. If the District Council was unable to provide a mixed plastics recycling bin, then it would consider a litter bin.

2008/70

Public Participation

Some members of the public had attended to speak about the concessionary bus fare scheme, but since hearing the Chairman summarise the District Council's response chose not to speak.

Duffield Place – Car Parking

Mr. Horler expressed concern that more and more people were parking in Duffield Place which restricted the parking for tenants who lived there and their visiting families. He suggested that some of the grass areas could be tarmaced over to increase parking facilities. The Chairman suggested that, in the first instance, he should speak with the Vale Housing Association who managed the complex and owned the surrounding land. He advised that the Parish Council should be informed of the outcome of that conversation.

2008/71

County Councillor's / District Councillor's Report

In the absence of the County Councillor and District Councillor no reports were available.

2008/72

Oxfordshire Villages of the Year Competition

Mrs. Evans gave a report on last year's competition. Marcham had been mentioned positively in the judges' report on many occasions. Several things that other villages were doing however were not taking place in Marcham and there was room for improvement, such as better links between the village organisations. She made suggestions for improvements.

RESOLVED:

- (i) that the Parish Council complete the entry for the Oxfordshire Villages of the Year Competition for 2008
- (ii) that a working party comprising Mrs. Evans and Mr. Denton consider the entry and bear in mind the competition entry display table which will be required should the village be successful in getting through to the second round of the competition.

2008/73

Youth Shelter

Council considered the purchase of a new youth shelter and its location. It noted that the Anson Trust had preferred the siting of any new shelter to be South of the portacabin in the Anson field.

RESOLVED:

- (i) that Mrs. Ricketts and Mrs. Turney and the youngsters be asked about their preference for a style and type of shelter.
- (ii) that details of the Council's intention to replace the shelter be put in MAD News

2008/74

Planning Applications

a) Decisions on previous applications

MAR/18249/2 Remove poly carbonate roof to conservatory, erection of new timber and tiled roof with projection to form loggia.

6 The Gap

Permitted

27<sup>th</sup> March, 2008

MAR/19961/1 Erection of timber pergola in rear garden

4 The Green

Permitted

31<sup>st</sup> March, 2008

b) Applications dealt with prior to the meeting

MAR/9137/1 Kitchen extension and pitched roof added over garage and porch

25 King Avenue

For: Mrs. J. Pym

Comments: Council had no objections

MAR/19334/1 Demolition of existing garage. Erection of replacement garage

Meadow Bank, Frilford Road

For: J. Manders

Comments: Council had no objections

MAR/ 3720/3 Raising of roof to add upstairs rooms. Removal of walls

Staddle stones, Faringdon Road

For: Mr. B. Ballard

Comments: Council had no objections provided the volume and size of the extension met with the requirements of the District Council's green belt policy.

c) Applications dealt with at the meeting

MAR/ 858/13 Erection of oak freestanding shelter and alterations to planting

The Dog House, Faringdon Road, Frilford

For: Greene King

Comments: Council expressed concern that the smoking shelter appeared to be attached to the dining area of the public house and there was a risk of smoke entering the building. The “doorway” between the two being a warm air curtain.

MAR/7534/5-LB Replace internal/external doors, repaint front wall, internal improvements, new kitchen, bathroom and upgrade electrics.

15 North Street

For: Mrs. K. Allen

Comments: Council had no objections

2008/75

Correspondence

a) Oxfordshire Partnership

Council noted details of a briefing event Thursday 10<sup>th</sup> April 3.00 p.m. – 5.00 p.m. at the Four Pillars Hotel, Abingdon. This would provide information on how the priorities of the Oxfordshire 2030 vision are being developed through partnership working.

b) Standards Board – news sheet

Council noted receipt of the news sheet.

c) Village Green – Correspondence

Council noted correspondence from residents regarding vehicles for sale being sited on the village green, and at the junction with the A415 where they obstructed vision, and also at the junction with Howard Cornish Road. Concerns had also been raised about the delay in installing bollards at the A415/Mill Road junction and the repairs to the manhole cover. The Clerk had pursued these matters.

d) Thames Valley Police – Awards

Council noted information regarding Community Policing Awards 2008.

e) Oxfordshire Playing Fields Association – Seminar

Council noted details of the seminar on play facilities on 14<sup>th</sup> May at Steeple Aston and also of roadshow details on the maintenance of play areas.

f) Oxfordshire Rural Community Council – “Communities Changing Places” Event – Masonic Hall, Witney Saturday 19<sup>th</sup> April – 10.00 a.m.

Council noted details of this event.

g) Oxfordshire County Council – Changes to Mobile Library times

Council noted that from the week commencing 2<sup>nd</sup> June the mobile library would stop at Duffield Place at 10.05 a.m. instead of 9.25 a.m. and at

Sweetbriar at 10.20 a.m. instead of 9.40 a.m.

h) Oxfordshire County Council – Replacement Street Lights

Council noted that this financial year the County Council would be replacing, in various parts of the parish, the old style bracket street lights affixed to Southern Electric's wooden poles.

i) South East England Regional Housing Strategy

Council noted receipt of the Strategy document.

2008/76

Accounts

Council noted that BDO Stoy Hayward of Southampton had been formally appointed by the Audit Commission as external auditor up to and including the 2011/2012 year. Council noted the list of cheques to be signed and authorised payments totalling £2703.03 in respect of administration costs, training seminar fees, grass cutting, and play area.

2008/77

Matters Raised by members for information

North Street – pothole outside garage

Members expressed concern at this pothole which had not been repaired. It was suggested that the details of how to report a pothole be placed in MAD News.

Howard Cornish Road - flats

Questions were asked regarding the lighting to the rear of these flats. The Clerk had not received any comment since first bringing it to the attention of the Housing Association. She would make further enquiries.

Footway outside 46 – 48 North Street

It was reported that the footway outside 46-48 North Street was in a very poor condition. This had been reported to the County Council.

Marcham Primary School

Queries were asked about the admission of pupils to the school. It was understood that those who had previously been offered places elsewhere could now be taken at the village school. The decision rested with the Head Teacher and the Governors.

Annual Meeting for Electors

It was noted that the citation for the recipient of the “parishioner of the year award” had been written and the certificate was now being prepared. The Clerk advised that Mr. Gough, Emergency Planning Officer at the Vale of White Horse District Council had agreed to be the guest speaker. It was suggested that representatives from the Marcham Society too might like to speak briefly about the parish footpath plan.

Best Kept Garden Competition

The arrangements for this competition were progressing. The papers for judging the zones would be issued at the next meeting.

North Street – Howard Cornish Road to The Gap – ponding of water

It was reported that water was collecting in the road following heavy rainfall. As there was no footway pedestrians had to walk well into the road to avoid the puddles, putting themselves at risk, and in danger owing to fast moving traffic. The Clerk was draw this again to the attention of the County Council.

Longfields – proposed play area – water pipe

The Clerk reported that a date of 28<sup>th</sup> April had been given by Docwra for the disconnection of the water pipe.

Play Area - opening

Arrangements were in hand for the opening once the old equipment had been repainted.

Arboretum notice board

It was noted that the repairs to this board were being dealt with.

2008/78

Items for MAD News

Council noted the list of items for inclusion in the village newsletter.

2008/79

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 14<sup>th</sup> May, 2008 in the residents' lounge, Duffield Place at 7.30 p.m. The Chairman reminded members that this would be the annual meeting of the Council when the Chairman was elected, and that prior thought should be given as to who could be elected Chairman.

The meeting closed at 8.30 p.m.

Signed ..... Date .....

MARCHAM PARISH COUNCIL

Minutes of the Annual Meeting of Marcham Parish Council held on Wednesday 14<sup>th</sup> May, 2008 in the residents' lounge, Duffield Place, Marcham at 7.30 p.m.

Present:

Mrs. J. Allan, Mr. C. Bough, Mr. I. Charles, Mr. M. Denton, Mr. D. Hutchinson,  
Mr. D. Walton  
Clerk: Mrs. L. Martin  
Cllr. J. Hanna (District Councillor),  
Joined by Mrs. Evans

In the absence of the Chairman, Mr. Charles the Vice-Chairman, took the chair for the start of the meeting.

Mrs. Evans joined the meeting during the following item.

2008/80

Election of Chairman

The Chairman of the meeting, Mr. Charles, called for nominations for the election of a Chairman of the Council to hold office until the next Annual Meeting of the Council

It was moved by Mrs. Evans, seconded by Mr. Bough and

RESOLVED: nem.con  
that Mr. Denton be elected Chairman of the Council to hold office until the next annual meeting of the Council

2008/81

Declaration of Acceptance of Chairman

Mr. Denton signed the Declaration of Acceptance of Office as Chairman, and took the chair for the remainder of the meeting.

2008/82

Election of Vice-Chairman

The Chairman of the Council called for nominations for the election of Vice-Chairman of the Council to hold office until the next annual meeting of the Council

It was moved by Mr. Charles, seconded by Mrs. Evans and

RESOLVED: nem.con  
that Mr. Walton be elected Vice-Chairman of the Council to hold office until the next annual meeting of the Council

2008/83

Appointment of Planning Working Group

RESOLVED:  
that the Clerk be given delegated powers in consultation with Mrs. Allan and Mr. Hutchinson to respond on

behalf of the Council on planning applications requiring Council's comments before the next ordinary meeting of the Council.

2008/84 Appointment of Representative for the Oxfordshire Association of Local Councils

RESOLVED:

- (i) that no specific member be appointed as representative
- (ii) that the agenda for these meetings be presented to Council, and members would decide at that time if they wished to attend

2008/85 Appointment of Public Transport Representative

RESOLVED:

- (i) that Mrs. Turney represent the Council
- (ii) that Mr. Walton act as substitute

2008/86 Appointment of Representative to Hills Aggregates Liaison Committee

RESOLVED:

that Mr. Cumber represent the Council

2008/87 Appointment of Representatives to the Anson Field Management Committee

RESOLVED:

that Mr. Bough and Mr. Hutchinson represent the Council

2008/88 Appointment of Members to the Churchyard Working Party

RESOLVED:

that Mrs. Allan and Mr. Charles represent the Council at meetings with 2 representatives nominated by the Parochial Church Council to discuss the maintenance of the closed Churchyard

2008/89 Appointment of Representative to the Reservoir Affected Parishes Group

RESOLVED:

that Mr. Hutchinson represent the Council

2008/90 Appointment of MAD News Correspondent

RESOLVED:

that the Clerk write a monthly articles on Parish Council business for the village newsletter

- 2008/91      Review of Effectiveness of Internal Audit Working Party
- RESOLVED:  
that Mr. Cumber and Mr. Walton serve on the review of effectiveness of internal audit working party
- 2008/92      Planning Consultation Working Party established by Cllr. J. Hanna
- RESOLVED:  
that Mr. Charles, Mrs. Evans, Mr. Hutchinson and Mr. Walton represent the Council on the working party established by Cllr. Hanna to discuss how to undertake parish consultation should a planning application for new housing and recreation facilities be lodged by the Anson Trust.
- 2008/93      Apologies for Absence  
Apologies for absence had been received from Mr. Cumber, Mrs. Ricketts, Mrs. Turney and Cllr. I. Brown (County Councillor).
- 2008/94      Declarations of Interest  
Mr. Walton declared a personal interest in the agenda item relating to Cow Lane allotments in that his wife was an allotment holder.
- 2008/95      Minutes of the meeting held on 9<sup>th</sup> April, 2008  
These were agreed and signed as a true record of the proceedings.
- 2008/96      Matters Arising from the Minutes of the meeting held on 9<sup>th</sup> April, 2008
- Longfields Play Area – Water Pipe  
Thames Water had now identified the pipe to be disconnected and were currently tracking it back to the mains in order to carry out the disconnection at the correct point.
- Howard Cornish Road – Flats lighting  
The Housing Association would consider additional lighting now that the new financial year had started. It was noted though that no complaints had been lodged with the Association by its tenants.
- Website  
The website had been set up. This would be reviewed at the June meeting. It was suggested that this not be formally advertised until items could be loaded.
- North Street – pothole adjacent to garage  
A member raised a query in relation to the deep pothole outside of the garage. Reference to this would be made in the report on the environmental audit.

2008/97

Public Participation

In the absence of members of the public the Chairman moved to the next item.

2008/98

Planning Applications

a) Decisions on previous applications

MAR/9137/1 Proposed kitchen extension and pitched roof added over garage and porch

25 Kings Avenue

Permitted 22<sup>nd</sup> April, 2008

MAR/19334/1 Demolition of existing garage. Erection of a replacement garage

Meadow Bank, Frilford Road

Permitted 23<sup>rd</sup> April, 2008

b) Applications dealt with prior to the meeting

MAR/1841/37 Erection of temporary building to provide additional educational space for 1 term

44 Cothill

For: Cothill House School

Comments: Council had no objections

c) Applications for consideration at the meeting

No applications had been received

2008/99

District Councillor's Report

Cllr. Hanna reported that on 12/12A Haines Court an exchange of contracts was expected imminently between the Vale of White Horse District Council and a small developer whose intention was to refurbish the flat, and convert the shop to private residential.

Cllr. Hanna reported that the working party looking at possible consultation when the Anson Trust's planning application was lodged would be recommending that a formal consultation take place, probably in the form of a simple questionnaire in order to maximise responses. The questionnaire would be a neutral document without reference to the advantages and disadvantages of any scheme. There would also be a public meeting in advance of the questionnaire. A request to the Parish Council to fund costs would be made. Mr. Bough stated that he hoped the Directors of the Anson Trust would co-operate by attending the public meeting, although they would not unduly influence or take over the meeting.

2008/100

County Councillor's Report

Cllr. Brown had indicated that he would provide a full report to the annual meeting of electors, at the end of the month.

2008/101

Youth Shelter

Council considered the purchase of a new youth shelter and the siting of this. Mr. Hutchinson put forward comments that he had received regarding the original purpose and siting of the shelter. The reasons appeared not to have changed. Council noted that some youngsters too had supported the retention of the shelter in its existing location. Council discussed the compatibility of the shelter and play area adjacent to each other, the possibility of having 2 shelters, and the possibility of refurbishing the existing shelter. If the project of refurbishment was to proceed, then there would have to be sense of responsibility from the youngsters. Council would have to ensure that the play area was not affected by the proximity of the shelter. Mrs. Allan offered to check the play area regularly for vandalism in addition to the handyman.

RESOLVED:

- (i) that Mrs. Ricketts be asked to assess the needs and requirements of the youngsters, and to see whether they would support and undertake any refurbishment..
- (ii) that regular checks be made of the children's play area to see if there was evidence of vandalism
- (iii) that a new litter bin be purchased
- (iv) that S.T. Grounds Maintenance be asked to tidy the area.

2008/102

Play Area

Council noted that the old play equipment had been repainted. Council discussed the formal opening of the play area.

RESOLVED:

- (i) that this would take place mid June.
- (ii) that Cllr. Hanna be invited to perform the opening
- (iii) that the Clerk finalise the arrangements and liaise with Mrs. Allan and Mrs. Ricketts

2008/103

Environment Agency – Flooding A415

Council noted that Mr. Cumber had met with a representative from the Environment Agency and also from the County Council. It had been noted that the culverts were not silted up, but the problem on water flow was where the main stream had to turn 90° alongside the A415 and then turn again to flow southwards. The corners slowed down the water flow and the stretch alongside the road was narrower and shallower than the culverts themselves. It was thought that clearance of some trees and scrub would help along with digging out the channel. The Environment Agency did not have funding for this work. It had been suggested that thought be given to contacting the landowner.

2008/104

Neighbourhood Action Group – Environmental Audit

Mr. Denton gave an update report on the activities of the Neighbourhood Action

Group. This had been in operation for just over 12 months. Its priorities were speeding, parking problems and antisocial behaviour. Government required neighbourhood policing but additional funding was not available. Resources were therefore stretched. It was noted that Marcham was generally a low crime area. A NAG survey was going to be conducted to see what the views were on the issues that were perceived as current problems. An environmental audit had been carried out some months ago and a review more recently. The issues identified were being reported to the relevant agencies. Questions were asked as to the guidelines as to who dealt with problems. This depended on the severity of the issue and the availability of officers. Reference was made again to an early warning system of floods for Marcham. Mr. Denton would check the information from the relevant companies.

2008/105

Allotments

Parkside

Council noted complaints that part of the allotment wall facing New Road had collapsed, and that the dumping of garden waste was taking place.

RESOLVED:

- (i) that the Clerk seek quotations for the repair of the wall
- (ii) that S.T. Grounds Maintenance clear the area of rubbish and the dumped items
- (iii) that consideration be given in the future to the erection of a “no dumping” sign.

Cow Lane

Council noted that all cultivated allotment plots were let, and an application for 3 adjacent plots had been received. This meant digging up a grassed area. Council discussed the fact that it had not intended to prevent the use of plots when it had resolved to grass over unworked plots, only to prevent weed growth.

RESOLVED:

that plots currently laid to grass be converted to use as cultivated allotments as and when required.

2008/106

Duffield Place – lack of parking

Council considered this item raised by members of the public at the last meeting. It was noted that the public had been advised to consult the Housing Association and report back to the Clerk. As no response had been received it was

RESOLVED:

that the matter be deferred until Council had been notified by the public as to their response from the Housing Association.

2008/107

Insurance

Council noted the insurance renewal premium from Allianz and a quotation from Norwich Union, which was lower.

RESOLVED:

- (i) that the Clerk advise Allianze as to the alternative quotation and enquire whether their company was prepared to match it.
- (ii) that the matter of the renewal of the insurance be delegated to the Clerk in consultation with the Chairman.

2008/108

Correspondence

- a) Oxfordshire Community and Voluntary Action – information on volunteering
- b) Your Vale/Your Future – dates of meetings to agree actions that the District Council would take to address the issues identified in earlier consultations.
- c) Oxfordshire County Council – Temporary Road Closure - Church Street for 4 days from 19<sup>th</sup> May.
- d) Oxfordshire Playing Fields Association – The Playing Field magazine
- e) Oxfordshire County Council – Bus Strategy Policy. Mr. Walton agreed to consider this.
- f) OALC – Notice of AGM
- g) Vale of White Horse District Council – Summons and Agenda 21<sup>st</sup> May,

2008109

Accounts

Council discussed the terms of reference for the Internal Auditor. Council noted the list of cheques to be signed and authorised payments totalling £3515.29 in respect of administration costs, parishioner of the year award, grass cutting, cemetery maintenance and play area.

RESOLVED:

That the terms of reference for the internal auditor attached to the minutes be agreed

2008/110

Matters Raised by members for information

Marcham Road Health Centre

The proposed closure of the pharmacy at the Marcham Health Centre was raised. It was noted that a petition had been organised to keep it open. It was suggested that letters could possibly be written to Ed. Vaizey MP and Evan Harris MP. Cllr. Hanna suggested possibly the County Council's Health Scrutiny Committee could be involved. She stated that on receipt of a letter she could raise it with the patient advisory group. Although this had formally ceased to exist it did have some standing until its replacement group started in September.

Calor Village of the Year Competition

Mrs. Evans read out sections of the entry that she had compiled for the Village of the Year Competition. Mr. Denton was assisting with the application which would be lodged by the end of the month.

Mill Road – Street Light

It was reported that a street light in Mill Road was not working.

Packhorse Lane – Bollards

Concerns were raised that bollards had been installed along the edge of the footway in front of the new dwellings under construction in Packhorse Lane. This would cause problems for delivery drivers. Members were advised that it was the Parish Council that had requested the installation of bollards at the time of the planning application. Delivery drivers would use the vehicular access to the rear.

Howard Cornish Road - Bottle Banks

It was reported that bags and cardboard used to carry recyclables were still being discarded around the bottle banks. The area was unsightly. The matter would be reported again to the District Council which was the authority responsible for street cleansing and keeping the area tidy.

Arboretum Noticeboard

Comments were made that the noticeboard still required re-erecting. The Clerk confirmed that two new posts had just been delivered and the handyman was being advised.

Crime Statistics

Mr. Denton, a member of the neighbourhood action group produced the crime statistics for the previous year. It was noted that between April 2007 and March 2008 a total of 44 crimes had been reported in Marcham.

The Crown Public House

It was reported that the tenants of The Crown were no longer in occupation and it was currently being run by staff.

2008/111

Items for MAD News

Council noted the list of items for inclusion in the village newsletter.

2008/112

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 11<sup>th</sup> June, 2008 in the residents' lounge, Duffield Place at 7.30 p.m.

2008/113

Summary of exempt items considered at the Council meeting held on 14<sup>th</sup> May, 2008

Allotments

Council considered allotment plots where rental payments were in arrear and plots were not being worked and resolved that action to terminate the tenancies should be taken.

The meeting closed at 9.30 p.m.

Signed ..... Date .....

## MARCHAM PARISH COUNCIL

Minutes of the Meeting of Marcham Parish Council held on Wednesday 11<sup>th</sup> June, 2008 in the residents' lounge, Duffield Place, Marcham at 7.30 p.m.

Present:

Mr. M. Denton (Chairman), Mrs. J. Allan, Mr. C. Bough, Mr. W. Cumber,  
Mr. D. Hutchinson, Mrs. C. Ricketts, Mrs. S. Turnery, Mr. D. Walton  
Clerk: Mrs. L. Martin  
3 members of the public

- 2008/114     Apologies for Absence  
Apologies for absence had been received from Mrs. Evans, Cllr. J. Hanna (District Councillor) and Cllr. I. Brown (County Councillor)
- 2008/115     Declarations of Interest  
Mr. Walton declared a personal interest in the agenda item relating to allotments in that his wife was an allotment holder. Mrs. Ricketts declared a personal interest in the agenda item relating to allotments in that her husband was an allotment holder. Mrs. Allan declared a personal interest in the agenda item relating to allotments in that she was an allotment holder.
- 2008/116     Minutes of the annual meeting held on 14<sup>th</sup> May, 2008  
These were agreed and signed as a true record of the proceedings.
- 2008/117     Matters Arising from the Minutes of the meeting held on 14<sup>th</sup> May, 2008
- Youth Shelter  
Council noted correspondence received from Mr. Bendall and his offer to provide costings for necessary repairs to the shelter.
- Longfields Play Area – Water Pipe  
Council noted that Thames Water had now marked the position of the connection to the mains in readiness for disconnection.
- Flooding A415  
Council noted that a resident near the junction of Church Street and A415 had contacted the owner of the land on the South side of the A415 who had agreed to permit a channel to be widened to improve the flow of water from the stream.
- 2008/118     Insurance  
Council noted that under delegated powers agreed last meeting, the Clerk in consultation with the Chairman had renewed the Council's insurance with Allianz. This company had offered a 20% discount from their previous renewal premium thereby bringing the premium in line with the alternative quote from brokers Came & Co on behalf of Norwich Union.

2008/119

Public Participation

Concessionary Bus Fares

Mrs. Grant made a statement about the 9.30 a.m. start time of the concessionary fare. She believed Cherwell District Council had amended its time to 9.00 a.m. She asked that the Vale of White Horse District Council amend its time to 9.00 a.m. The Chairman advised that the Parish Council was aware of the problem, and had written to the District Council.

Marcham Road Doctors' Surgery – Closure of Pharmacy

Mr. Horler made a statement expressing concern about the planned closure of the pharmacy. The Chairman advised that there was a petition to sign within the surgery itself. Representations had been made and that Cllr. Hanna, a member of the Joint Health Overview and Scrutiny Committee was aware of the situation.

2008/120

Planning Applications

a) Decisions on previous applications

MAR/3720/3 Raising of roof to add upstairs rooms. Demolition of lean-to and removal of three walls  
Staddlestones, Faringdon Road  
Permitted 30<sup>th</sup> April, 2008

MAR/7534/5-LB Replacement of internal and external doors, repoint front wall, internal improvements including new kitchen and bathroom, upgrade electrics  
The Old Thatch 15 North Street  
Permitted 9<sup>th</sup> May, 2008

MAR/1841/37 Erection of temporary building to provide additional educational space for 1 term  
44 Cothill Road – Cothill School  
Permitted 9<sup>th</sup> May, 2008

MAR/858/13 To erect a nationwide oak timber freestanding shelter and associated modifications to planting  
The Dog House Hotel, Faringdon Road  
Permitted 8<sup>th</sup> May, 2008

b) Applications dealt with prior to the meeting

No applications had been received

c) Applications for consideration at the meeting

No applications had been received

d) Planning Correspondence

Vale of White Horse District Council – Enforcement Policy  
Council considered the draft policy document.

RESOLVED:

that no comment be made

Oxfordshire County Council – Planning Applications

Council considered the document referring to the County Council's requirements on the new planning application procedure and its validation checklist guidance notes.

RESOLVED:

that no comment be made

- 2008/121 District Councillor's Report  
In the absence of Cllr. Hanna no report was available. Council noted that Cllr. Hanna had formally opened the children's play area off Morland Road. The Chairman placed on record his thanks to Mrs. Ricketts and Mrs. Turney for their support in the overall scheme.
- 2008/122 County Councillor's Report  
In the absence of Cllr. Brown no report was available.
- 2008/123 Closure of A34 and diversion of night time traffic through A415  
Council noted that the Highways Agency were planning to close both the northbound and southbound carriageways of A34 on different nights over a period of 20 nights commencing 9<sup>th</sup> June for essential carriageway repairs. The planned diversion was the A415 through Marcham. The Chairman reported, that he, as an individual had contacted the Highways Agency and had persuaded the Agency to divert the traffic towards Abingdon and round the north Abingdon ring road. As a result the diverted traffic would now not pass through the village.
- 2008/124 Hills Aggregates – Future planning application for sand extraction  
Council noted that Hills Aggregates were making a planning application for sand extraction in the parish near Upwood Park. A public exhibition had been held on 27<sup>th</sup> May of the proposals and representatives of the company would be attending the next meeting of the Council to give a presentation.
- 2008/125 Allotments  
Council noted that several allotment tenants seemed to be allowing sharing of plots or permitted others to work their plots. Council also noted that the tenancy agreement stated that tenants should not part with possession of all or part of their plot. Council discussed how best rectify the situation. In regard to one plot Council considered a request for part of a plot to be used by someone for growing flowers for the Church, and noted that the plot currently had a tenant.  
Council considered the setting up of an allotment managers group for the Cow

Lane site. It was suggested that a tenant representative or liaison officer would be a useful link between the tenants and the Council, if the managers group was not established. It was felt that any tenant representative would have to have a clearly defined role. Council also considered a request from a resident who lived just outside the parish for an allotment. Mr. Cumber offered to cut the grass on the plots which were not cultivated.

RESOLVED:

- (i) that where the sharing of plots took place, then there was a requirement for a second name to be included in the tenancy agreement.
- (ii) that the sharing of a plot for the growing of flowers be permitted subject to resolution (i) above.
- (iii) that a letter be sent to the allotment tenants advising them of the suggestion of a tenant liaison person and inviting comments.
- (iv) that permission be given to the resident from outside the parish to be allocated an allotment provided that any tenancy could be terminated if there was a waiting list from residents from within Marcham parish.

2008/126

Thames Water – Draft Water Resources Plan

Council noted that a meeting on Monday 21<sup>st</sup> July at 6.30 p.m. in the Guildhall, Abingdon would be hosted by the Vale of White Horse District Council to brief parishes on its position regarding the Plan and the reservoir. Council noted receipt of a letter from Thames Water on Stage I Needs and Alternatives Consultation and referred briefly to the exhibition held in Marcham on 31<sup>st</sup> May.

RESOLVED:

that Mr. Denton and Mr. Hutchinson represent the Council at the meeting hosted by the Vale of White Horse District Council.

2008/127

Website

Council noted that the creation of a Council website was progressing. As a .gov domain name had been supplied, the site could not support commercial links. It was suggested however that there be a link to Marcham School and the Marcham and District News. Council discussed, when, during the sequence of events should the minutes and agenda be added, and whether photographs and details about members should be added.

RESOLVED:

- (i) that the existence of the website now be advertised
- (ii) that minutes be first approved by Council before being added to the website.
- (iii) that the agenda be regularly added when available.

- (iv) that Mr. Walton add personal details about members together with the photographs to the website when submitted to him and when there were sufficient in number.

2008/128

Best Kept Garden Competition

Mr. Bough gave an update report on the arrangements for the competition. Council noted that Mr. Stuart Mabbutt had agreed to be the final round judge. Judging would take place on Saturday 12<sup>th</sup> July.

2008/129

Oxfordshire County Council – Bus Strategy Consultation document

Council noted a report from Mr. Walton who had considered this document in detail. As there was no requirement for subsidy for the Marcham service, the document did not particularly apply to Marcham. Queries were raised regarding bus fares, in that Faringdon to Oxford was the same price as Marcham to Oxford, yet the distance was greater. As parking at the park and ride car parks in Oxford was going to be free, the use of the bus service would be discouraged.

RESOLVED:

that a letter be sent to Stagecoach expressing concern about the pricing arrangements.

2008/130

Oxfordshire Villages of the Year Competition

Council noted that Marcham was through to the second round of the competition and had been invited to send 3 representatives to set up a display table and meet the judges at Yarnton village hall on Saturday 28<sup>th</sup> June between 9.00 a.m. – 2.00 p.m. Discussion took place as to who could represent the village, and the items which could be displayed. Mrs. Ricketts offered to help.

RESOLVED:

that Mrs. Ricketts organise the arrangements for the exhibition

2008/131

Village Green

Council discussed comments from parishioners that vehicles were damaging the edge of the Village Green, and considered how best to solve the problem. The Clerk advised that vehicles could not be driven over the green.

RESOLVED:

that a quotation be sought for the installation of grid blocks to strengthen the edge of the green.

2008/132

War Memorial

Council noted comments regarding the state and condition of the war memorial and suggestions that the Remembrance Sunday wreaths needed clearing plus other tidying works. Mr. Denton stated that he had removed the wreaths and tidied the area. There probably was however a need to remove the gravel, and

replace the terram below to stop weed growth. Mrs. Allan suggested that Mr. G. Innes might assist and she would ask him.

RESOLVED:

that Mr. Denton and Mr. Walton check the gravel area surrounding the war memorial.

2008/133

Untidy State of Village

Council considered the general state and condition of the village. There were various potholes, weeds in paths and blocked drains as well as rubbish and cardboard left at the recycling bins. The Chairman had drafted a letter which he had shown to members. Council discussed the state of the recycling bins and considered the installation of a hardstanding.

RESOLVED:

- (i) that the draft letter be approved by Council and sent to the appropriate authorities.
- (ii) that the Vale of White Horse District Council be approached regarding the installation of a hardstanding under the recycling bins.
- (iii) that an article be placed in MAD News providing information as to the items which can be recycled.

2008/134

Annual Meeting of Electors

Council discussed the issues raised by electors at the annual meeting. The main concern had been potholes and these had been referred on to the County Council.

2008/135

Oxfordshire Rural Housing Partnership – Community Funding

Council noted that the recent Longfields housing was built via the Oxfordshire Rural Housing Partnership scheme. The scheme had set up a small community fund. The partnership was carrying out a survey to see how funding could be best used to assist the communities in Oxfordshire. Council considered the options and

RESOLVED:

that the suggestions of litter bins, dog waste bins, play equipment and improvements to the bottlebank/recycling area be put forward.

2008/136

Correspondence

- a) Oxfordshire Rural Community Council – News Bulletin May 2008
- b) Vale of White Horse District Council - Community Strategy Forum 17<sup>th</sup> June at Cumnor Village Hall
- c) Vale of White Horse District Council – Community Safety Forum 3<sup>rd</sup> July at 9.30 a.m. at Wantage Civic Hall
- d) Vale of White Horse District Council – Youth Development Partner workshop 9<sup>th</sup> July 9.15 a.m. at the Guildhall, Abingdon

2008/137

Accounts

Council discussed the appointment of the auditor for the 2008/09 year. The Clerk presented the receipts and payment accounts for the year ending 31st March 2008

RESOLVED:

- (i) that RJS(IA)Ltd be appointed Internal Auditor for the 2008/09 year.
- (ii) that council approve the receipts and payments accounts for the year ended 31st March 2008 as presented.

Council noted the list of cheques to be signed and authorised payments totalling £3291.60 in respect of administration costs, grass cutting, arboretum noticeboard repairs, play area maintenance, chairman’s allowance and annual meeting for electors expenses.

2008/138

Matters Raised by members for information

Sheepstead Road / Howard Cornish Road – pothole

It was reported that the pothole along Sheepstead Road had not been repaired, nor had the one at the junction of Howard Cornish Road/North Street

Grass Cutting

It was reported that the grass at St. Peter’s Cross Roads was in need of cutting. This was the responsibility of the County Council. Also it was noted that the Marcham sign on the A415 was obliterated by overhanging growth.

Fettiplace Road – The Gap footway

It was reported that nettles were growing in the footway between Fettiplace Road and The Gap and were in need of clearing. It was suggested that the hours that the handyman worked in the parish be an item for the July agenda.

Path from The Church to the Cemetery

It was reported that the rebuilding of the wall along this path had been completed, and the path restored. Members were asked to check if they were happy with the restoration work.

2008/139

Items for MAD News

Council noted the list of items for inclusion in the village newsletter.

2008/140

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 9<sup>th</sup> July, 2008 in the residents’ lounge, Duffield Place at 7.30 p.m.

The meeting closed at 9.30 p.m.

Signed ..... Date .....

## MARCHAM PARISH COUNCIL

Minutes of the Meeting of Marcham Parish Council held on Wednesday 9<sup>th</sup> July, 2008 in the residents' lounge, Duffield Place, Marcham at 7.30 p.m.

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Present:

Mr. M. Denton (Chairman), Mrs. J. Allan, Mr. C. Bough, Mr. I. Charles,  
Mr. W. Cumber, Mrs. M. Evans, Mr. D. Hutchinson, Mrs. C. Ricketts,  
Mrs. S. Turney, Mr. D. Walton

Clerk: Mrs. L. Martin

9 members of the public

Mr. Alan MacKenzie, Managing Director, Hills Quarry Products.

Prior to the commencement of formal business, the Chairman outlined the format for the meeting, and introduced Mr. MacKenzie from Hills Quarry Products. Mr. MacKenzie had erected a display of drawings and pictures regarding the proposals to extract sand at Upwood Park.

Mr. MacKenzie spoke about Hills Quarry Products' proposals for sand extraction. This was to replace the Tubney Wood quarry where sand extraction would cease in a few years time. The company had been operating successfully north of the A420 with a good local liaison committee. Oxfordshire County Council was considering mineral extraction to 2026 and was looking at sites throughout Oxfordshire for minerals and waste. Landowners had been asked to put forward sites for discussion and the land agent had approached Hills Quarry Products regarding the suitability to take out the mineral. The Upwood Park site was identified and considered from the point of view of nature conservation, hydrology, archaeology, ecology and the impact of the extraction, given the proximity of the SSSI. Discussion had been held with various parties including Berks, Bucks and Oxon Wildlife Trust, Natural England and the Environment Agency. He stated that these organisations were happy that there would be no adverse impact on the area. Discussions too had been held with the County Council. It had been noted that the access to the site would be from the A338, an "A" class road suitable for vehicles which would go to the A420.

The Upwood Park site was a 20 hectare site which would be restored to agriculture and biodiversity. 4 fields were involved. Fields 1, 3 and 4 would be restored to agriculture and field 2 would be restored at a lower level to biodiversity. One area would be left unworked owing to the hydrology and in order to protect Parsonage Moor and Hitch Copse. There would be no impact on the water table and sand extraction would remain at one metre above. Fields 1, 3 and 4 would be infilled with inert material the same as the existing Tubney Wood site. The infilling would be controlled by the Environment Agency by the issuing of a permit and regular monitoring. In restoring to agriculture soils would be moved to improve the ground. The weighbridge, plant and site office would be at a lower level so as to be less visible. The County Council required a land bank of 7 years and there is only 3 – 4 years supply left. In general it was felt that the site had merits for mineral extraction. There was little or no archaeology and there could be improvements for agriculture and biodiversity.

Members and the public in attendance were given the opportunity to view the display before posing questions.

The Chairman invited questions. The following questions were asked.

1. The definition of inert material. Legislation and regulations changed over the years, but this was controlled by the Environment Agency. At Tubney Wood the infill was mostly clay material. There was no skip waste, timber or plastic. Any concrete lumps or bricks were extracted and these were processed and crushed as recycled aggregate. There was no fear of contaminants in the soil. The Environment Agency could take samples without notice.

2. Noise generation from the site. Mr. Mackenzie confirmed that a noise assessment would be part of the Environmental Impact Assessment report lodged with the planning application as would be a report on dust. Attenuation bunds would be erected. Reversing beepers would be white noise and therefore less intrusive.

3. At what distance would the works be heard. The nearest residents at the Tubney Wood site did not hear or see anything. Residents were invited to visit the operations at Tubney Woods. The proximity of the proposed new site to Brushwood Farm was noted. Hills Quarry Products were in discussion with the owners. It was noted that the lifespan of the new site was expected to be 15 – 20 years.

4. Hours of working. These would be 5½ days a week. From 7.00 .am. – 6.00 p.m. weekdays and 7.00 a.m. – 1.00 p.m. on Saturdays. Area 2 would be worked slightly differently.

5. Footpaths – Most footpaths and rights of way would remain. There would be protective fencing for users. Only one footpath diversion would be required. Rowleigh Lane would be crossed by lorries and the footpath crossing would be gated as in other operations.

6. Hydrology – Research had been carried out for the last 2 years, and it would be continuing during and after the life of the operation for a number of years.

7. Biodiversity – It was noted that Oxfordshire had lost heathland. Oxfordshire was being considered as a conservation target area. Craig Blackwell the county ecologist had been involved and had worked with the Environment Agency and Nature England.

8. Number of applications. Queries were raised as to whether this was the last application. Mr. Mackenzie stated that Hills Quarry Products did not make the budgets and the aggregates and sand could only be taken where they were found. It was not possible therefore to confirm that this would be the last application.

9. Public Consultation – a member of the public expressed concern that no one had notified him about the exhibition in May. It was noted however, that posters providing information had been displayed on noticeboards and other outlets. Information had also appeared on the Marcham and District News website. Mr. Mackenzie offered to organise a trip to Tubney Wood quarry for those interested in attending.

The Chairman thanked Mr. Mackenzie for attending and he then left the meeting. The Chairman opened the formal business section of the meeting.

- 2008/141      Apologies for Absence  
All members were in attendance and there were no apologies for absence.
- 2008/142      Declarations of Interest  
Mr. Walton declared a personal interest in the agenda item relating to allotments in that his wife was an allotment holder. Mrs. Ricketts declared a personal interest in the agenda item relating to allotments in that her husband was an allotment holder. Mrs. Allan declared a personal interest in the agenda item relating to allotments in that she was an allotment holder.
- 2008/143      Minutes of the annual meeting held on 11<sup>th</sup> June, 2008  
These were agreed and signed as a true record of the proceedings, subject to changing in the list of those present “Mrs Turnery” to “Mrs. Turney”.
- 2008/144      Matters Arising from the Minutes of the meeting held on 11<sup>th</sup> June, 2008  
  
Outstanding Matters  
Various outstanding matters such as potholes, disconnection of Longfields water pipe, installation of arboretum posts and protruding nettles in The Gap were noted.  
  
Concessionary Bus Fares  
Whilst it was noted that a parishioner at the last meeting had suggested that Cherwell District Council had amended the start time for the concessionary fares to 9.00 a.m., in practice it had been the case that Cherwell District Council had agreed to review the start time.
- 2008/145      Public Participation  
  
Hills Quarry Products  
Mrs. Hillary Daffern from Frilford stated that Frilford Parish Meeting had not been advised of the exhibition by Hills Quarry Products and had essentially missed out on the consultation. There had been concerns in Frilford about the different speed limits on the A338 and it was suggested that should the proposal for sand extraction proceed then a reduction in speed for the full length of the A338 might be possible. It was also suggested that Frilford should have a representative on the Liaison Committee (currently known as Tubney Wood Liaison Committee).
- 2008/146      Hills Quarry Products – Proposed Sand Extraction  
It was noted that until the planning application was lodged it was impossible to comment on the detailed proposals. It appeared however, that concerns raised so far by residents related to noise and traffic and access to the A338, and that a consistent speed limit along the A338 had been requested. It was stated that the also many footpaths were well used and the area would not be the pleasant place it once was. Queries were also raised regarding any archeological survey and

at what stage during the sand excavation archeological investigations would be carried out.

2008/147

Planning Applications

a) Decisions on previous applications

No decisions had been received

b) Applications dealt with prior to the meeting

MAR/20333/1 Erection of 1½ storey extension to The Cottage  
The Clockhouse, Sheepstead Road  
For: Mr and Mrs. M. Dunning  
Comments: Council objected on grounds of inadequate parking and turning space, and the potential for blocking access to another property  
The application for extended guest accommodation appeared to create a separate dwelling. The development crowded the position of existing buildings within the curtilage of the site.

c) Applications for consideration at the meeting

MAR/5733/3 Demolition of dwelling. Construction of new dwelling.  
The San, Blackhorse Lane  
For: Mr and Mrs. Rushby  
Comments: Council had no real objections to the proposed replacement dwelling provided it complied with green belt policies as to size and volume.

FRI/2396/20-A Internally illuminated double sided free standing display unit  
Frilford Service Station, Frilford Road  
For: Primesight  
Comments: Council had no objections

2008/148

District Councillor's Report

Cllr. Hanna asked that she address Council at the agenda item relating to the Anson Trust's proposals. She also indicated that the closure of the pharmacy at the Marcham Road Health Centre would be raised at the meeting of the Health Scrutiny and Overview Committee meeting to be held tomorrow.

2008/149

County Councillor's Report

Speeding traffic

Cllr. Brown, stated that Oxford City centre was to get 20 mph zones. These may be applicable to rural areas and possibly could be considered for Packhorse Lane. Another suggestion was to have the pelican crossing on red until a car approached when a sensor could turn it green.

As far as the A338 was concerned. It had been suggested that a mini roundabout at the Tubney road may help solve the problem. This however, would result in the loss of some of the golf course. Cllr. Brown was waiting to hear from the Golf Club as regards this proposal. He stated he was aware that there was a national review to reduce the national speed limit to 50 mph.

#### Flooding

Various projects had been followed on the tributaries to the river Ock such as removing weeds from the brook at Hanney. Childrey brook too would be walked over the next few weeks.

2008/150

#### Highways Agency – A34 and diversion of night time traffic through A415

Council noted a letter from Ed. Vaizey M.P addressed to the Chairman, and correspondence from the Highways Agency to Mr. Vaizey. This confirmed that as a result of the closure of the A34 traffic would be re-routed through Abingdon and not through Marcham. Council discussed road calming and the Marcham By Pass.

#### RESOLVED:

that a letter be sent to Ed. Vaizey to acknowledge his letter and continuing to press for road calming measures for Marcham

2008/151

#### Working Group – Public Consultation on Anson Trust proposals

Jane Hanna gave a report on the last working party meeting. This had looked at the detail in terms of parish consultation. It was thought that information about the proposals should be given followed by a public meeting and questionnaire. There would be costs involved as far as the return of questionnaire forms was concerned e.g. a business reply licence and probable independent involvement with the analysis of the replies. This could be in the region of £1000 or so. Mr. Bough suggested that without wishing to compromise the independence of the working group he considered it would be useful to have a degree of co-ordination between the Trust and the working party to optimise the effort on public consultation as the Trust would need to inform people as to their proposals.

#### RESOLVED:

that Council supports and funds public consultation on any planning applications regarding the Anson Trust's proposals for new community facilities or proposed housing on the Anson field

2008/152

#### Youth Shelter

Council noted receipt of a letter from Mr. Gordon Bendall outlining suggested restoration works to the youth shelter. Council discussed and agreed with the suggestions

RESOLVED:

- (i) that a letter of thanks be sent to Mr. Bendall for his efforts
- (ii) that quotations for the suggested improvement works be obtained.

2008/153 Vale of White Horse District Council – Preparing for the Future – Vale Sustainable Community Strategy

Council noted receipt of this document.

RESOLVED:

that the Council's response be delegated to the Clerk in consultation with the Chairman.

2008/154 Environment Agency – Flood Alleviation Measures

Council noted information from the Environment Agency on proposed flood alleviation measures for the river Ock. Comments were made regarding drain clearing which could be better undertaken with the village and which would help. Cllr. Brown indicated that £3.19 million had been the cost to the County Council during 2007 for flooding. However only £111,000 had been reimbursed by central government. Budgets had had to be cut and there was less general maintenance being undertaken.

2008/155 Partial Review of RPG9 and the Draft South East Plan – Review of Sub-Regional allocation of land won aggregates

Council noted receipt of this consultation document.

RESOLVED:

that the Council's response be delegated to the Clerk in consultation with Mr. Cumber as comments were required before the next meeting of Council

2008/156 Allotments

Council discussed the level of rent for an allotment at Parkside and a possible increase with effect from September 2009. Council also considered the amount of the water charge this year, based on the consumption of water over the previous 12 months. Council considered a quotation for the repair to the allotment wall at Parkside.

RESOLVED:

- (i) that the rent at Cow Lane allotments be increased from £10 to £12 with effect from the quarter day in September 2009.
- (ii) that the water charge for the current year remain

- at £13 per whole plot
- (iii) that a quotation for repairs to the allotment wall at Parkside in the sum of £400 from Mr. Martin Davies be accepted.

2008/157

Howard Cornish Road – Recycle Bins

Council discussed the location of the recycling bins and whether they could be better located elsewhere in the parish. It was noted that people from outside the area also used the bins. It was considered useful if the District Council could monitor the use of the bins. The waste management section at the District Council would not fund a hardstanding, but probably would not object if the Parish Council wished to fund one. The Clerk had written to the estate's section to see whether permission could be granted for this. The District Council did not have bins for plastic or cardboard in stock nor had budgeted for them. It was unlikely that they would provide them as a priority. It was suggested that plastics should be collected from home recycling bins. It was noted that the waste contract would be going out for tender in due course.

2008/158

Maintenance Contractor

Concerns were raised that the contractor was not completing the tasks he should. The replacement of the post at the Arboretum had been outstanding for some while.

RESOLVED:

- (i) that the contractor be asked if he could work half a day per week.
- (ii) that an article be placed in MAD News asking for a volunteer to help with village tasks.

2008/159

Best Kept Garden Competition

Mr. Bough placed on record his thanks to the members for their efforts in assisting with first round judging of the competition. The final round judging would take place on Saturday 12<sup>th</sup> July. The Chairman placed on record his thanks to Mr. Bough for organising this year's competition.

2008/160

Oxfordshire Villages of Year Competition

The Council placed on record its thanks to Mrs. Christine Ricketts, Ms. Meriel Lewis and the 3 youngsters from the village who had mounted the exhibition at the competition. A letter of thanks had been sent to the youngsters. There had been some disappointment that those who had set up village exhibits had been in attendance on the day of judging between 9.00 a.m – 2.00 p.m. and out of 5 judges only 1 appeared to have gone around the hall. They had therefore not spent much time looking at the displays. It was noted however that Marcham had been awarded £100 prize for the care shown for its residents in the affordable housing provision and the Parishioner of the Year certificate. It was suggested that the £100 be used to go towards the cost of a swing in the proposed Longfields play area.

2008/161

Village Green

The Chairman stated that he was aware the Clerk had previously advised that it was illegal to drive on the village green. The Chairman had met with the highways inspector to discuss the problems within the village and the difficulties with vehicles driving over the edge of the village green. It had been suggested that the installation of plastic grid blocks would strengthen the side of the green. The inspector was to speak with the county's contractor as there may be some support with funding.

2008/162

Correspondence

a) Vale of White Horse District Council – Letter from Chairman

Council noted that the Chairman of the District Council Cllr. Alison Rooke had offered to attend village events.

b) Thames Valley Police

Meeting for Parishes 21<sup>st</sup> July 6.000 p.m. Oxford Belfry Hotel, Milton Common

An overview from the Chief Constable Sara Thornton on challenges facing the Thames Valley Police

Special Constabulary and Volunteer Support Teams

Campaign to recruit new volunteers

Police Museum Open Day

The museum at Sulhamstead, Reading was to be open to the public on Saturday 9<sup>th</sup> August 10.00 a.m.- 4.00 p.m.

c) South East Regional Sustainability Framework

Council noted receipt of the documents which were launched in June

d) Oxfordshire County Council – Countryside Service Annual Report 2007/2008 and Highways Annual Report

Council noted receipt of these reports.

e) Oxfordshire Rural Community Council – Spring Summer Review

Council noted receipt of the review document.

f) Oxfordshire County Council Liaison Event 2008

Notice received of County and District event for parish and town councils on Wednesday 5<sup>th</sup> November at Wantage Civic Hall at 6.00 p.m.

g) Group against the reservoir development – Thames Water's Draft Water Resources Plan

Council noted receipt of a summary of an appraisal by GARD of Thames Water's Resources Plan.

h) Archway Foundation

Details received about a new fortnightly social group in Abingdon to support

the lonely following bereavement, divorce, ill health etc.

- i) Oxford Inspires – Monday 14<sup>th</sup> July at 2.00 p.m. Denman College  
Event for parishes on ideas for celebrating Christmas lights switch on in Oxfordshire.
- j) Vale of White Horse District Council – Summons and Agenda  
Council noted receipt of the Summons and Agenda for 16<sup>th</sup> July, 2008

2008/163

Accounts

Council noted the report from the Internal Auditor for the 2007/08 year. The two issues for Council were:

- (i) the ownership of the play equipment in the Anson field. Whilst the Anson Trust, as landowner, had applied for and obtained a grant from WREN towards the cost of the new play equipment, the Parish Council had funded remaining costs. It needed to be clarified who the owner of the equipment was. Council agreed that it was the intention that it should own the equipment

RESOLVED:

that a letter be sent to the Anson Trust asking for written confirmation that the ownership of the new play equipment and fencing was vested in the Parish Council.

- (ii) charity statement. The Auditor had advised that as the annual return now covered issues where the Council was the sole trustee, he would require to see an additional statement of the financial position at the same time as the Council's accounts.

RESOLVED:

that this be noted and produced in future years.

Council considered the figures produced on the annual return and the governance of assurance statement.

RESOLVED:

- (i) that Council approve the annual return figures and the governance of assurance required by the external auditor BDO Stoy Hayward on the annual return

Council noted the list of cheques numbered 1888 – 1895 to be signed and authorised payments totalling £3011.75 in respect of administration costs, grass cutting, play area maintenance, tennis court licence fee and paper for the village newsletter.

Mr. Denton, as Chairman, referred to a training course for Chairman that he wished to attend and asked Council to support the £40 plus vat fee involved.

RESOLVED:

that Council fund the cost of £47 for a training course arranged by the Oxfordshire Association of Local Councils for Parish Council Chairmen/Vice-Chairmen

2008/164

Matters Raised by members for information

North Street – drains / A415 flooding

Concerns were re-iterated on the ponding of water following heavy rainfall and the inability of the drains to take away the water.

Building works and parked vehicles

Concerns were raised regarding the number of parked vehicles in North Street, New Road and Howard Cornish Road where building works were being undertaken. It was generally thought difficult to relocate vehicles for the temporary period of building. The Chairman offered to speak to Denman College regarding the vehicles in New Road.

Dog Fouling – Howard Cornish Road / North Street junction

Concerns were raised regarding dog fouling at this junction. An article would be placed in the next MAD News, and the situation would be monitored.

The Farthings Residents' Association

It was reported that there had been a meeting of the Association. There had been discussion on flooding and the residents were interested in measures to be taken by Denman College. A copy of their letter would be sent to the Parish Council.

Training Course for new Councillors

Mr. Walton informed members about the training course he had attended and pointed out that for quality status, members had to regularly attend courses.

Potholes

It was reported that the potholes previously reported to the County Council appeared to have been wiped off the record system owing to the fact that the County Council had changed their recording systems where highway inspectors had been issued with hand held computers which recorded the GPS reference.

Churchyard

It was reported that the Churchyard edging and weeding of paths required doing as did the restoration works following the reconstruction of Mr. Duffield's wall.

Parish Plan

The Chairman reported he had a template for a parish plan that had been known to work well. He suggested that the working group originally looking at a

parish plan be reformed and that a speaker be arranged to visit the group. This he would continue to investigate.

2008/165

Items for MAD News

Council noted the list of items for inclusion in the village newsletter.

2008/166

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 10<sup>th</sup> September, 2008 in the residents' lounge, Duffield Place at 7.30 p.m.

The meeting closed at 9.35 p.m.

Signed ..... Date .....

## MARCHAM PARISH COUNCIL

Minutes of the Meeting of Marcham Parish Council held on Wednesday 10<sup>th</sup> September, 2008 in the residents' lounge, Duffield Place, Marcham at 7.30 p.m.

-----  
Present:

Mr. M. Denton (Chairman), Mrs. J. Allan, Mr. C. Bough, Mr. W. Cumber, Mrs. M. Evans, Mr. D. Hutchinson, Mrs. C. Ricketts, Mrs. S. Turney, Mr. D. Walton  
Clerk: Mrs. L. Martin  
24 members of the public  
Ms. B. Willetts, conservation officer, Berks, Bucks and Oxon Wildlife Trust

Prior to the commencement of formal business, the Chairman presented the prizes to the recipients of the best kept garden competition, and placed on record his thanks to Mr. S. Mabbutt for the judging, and asked the Clerk to ensure that Mr. Mabbutt was thanked.

15 members of the public left the meeting.

2008/167

Apologies for Absence

Apologies for absence had been received from Mr. I. Charles.

2008/168

Declarations of Interest

Mr. Cumber declared a personal interest in the agenda item relating to the play area at Longfields in that he was a Director of W.Cumber & Son (Theale) Ltd who owned the land and who were negotiating with the Parish Council for a possible licence of the site.

2008/169

Minutes of the annual meeting held on 9<sup>th</sup> July, 2008

These were agreed and signed as a true record of the proceedings.

2008/170

Matters Arising from the Minutes of the meeting held on 9<sup>th</sup> July, 2008

Howard Cornish Road – Recycle Bins

Council noted a response from the Vale of White Horse District Council that the installation of a plastics and/or cardboard bank was not possible owing to their emptying contract being at capacity, nor were there any spare bins. The matter would be reviewed when a new contract was issued. There was the possibility of a hardstanding for the existing bins and this was being investigated by the District Council's estate's section.

The Play Area – Anson Field

Council noted that the Anson Trust had formally handed to the Parish Council the play equipment purchased with the Wren grant money.

Highway Matters

Council noted a letter from the County Council confirming that the County Council was investigating the drainage problems and progressing defects/repairs

Particularly at the Howard Cornish Road/North Street junction. Council noted that the County Council was unable to spray the weeds as the relevant budget had been removed this year. Council considered that it was unacceptable that the weeds were not being sprayed and asked the Clerk to contact the County Council again. It was suggested that the Parish Council could possibly consider undertaking weed spraying itself and the Clerk was asked to investigate this in time for the budget setting for the next financial year.

2008/171

Public Participation

Upwood Park – Hills Aggregates extraction of sand planning application

A resident from Frilford Heath stated that there been no formal notification to the local residents about the application. He was concerned that it was a major application which was being pushed through without an opportunity for the public to comment.

Another resident from Frilford Heath referred to the fact that the site was adjacent to an internationally recognised SSSI. The fields sloped to wetlands, and that the excavation adjacent would affect the site considerably. She confirmed that BBOWT and CPRE had been approached.

Another resident from Frilford Heath spoke about a letter which had been sent from the County Council to residents who lived within 150 metres of the site. This referred to community involvement, but residents had not been consulted. Concerns were expressed regarding the site entrance opposite houses, safety and health issues such as silicosis.

The Chairman invited Ms. Willets from Berks, Bucks and Oxon Wildlife Trust to address Council.

Ms. Willets explained that the area was of great conservation importance, and that BBOWT were concerned about the impact on the environment, and the knock on effect on the adjacent Cothill fen. BBOWT were working with Natural England and their hydrological experts, and would be requesting an extension of time in which to lodge comments. She confirmed that BBOWT had been approached by Hills aggregates to take on the area after restoration

The Chairman thanked Ms. Willets for her presentation.

2008/172

Planning Applications

a) Decisions on previous applications

MAR/20584 Erection of ground floor and first floor extensions  
creating an additional bedroom and bathroom, breakfast room, larger  
kitchen and lounge  
15 Kings Avenue  
Permitted 1<sup>st</sup> September, 2008

MAR/5733/3 Demolition of existing six bedroom house. Construction of a new four bedroom house on same site.

The San, Blackhorse Lane

Permitted 23<sup>rd</sup> July, 2008

MAR/19761/2 Construction of 4 additional visitors car parking spaces

Timber Yard, Packhorse Lane

Permitted 5<sup>th</sup> August, 2008

MAR/20333/1 Erection of one and a half storey extension to The Cottage

The Clockhouse, Sheepstead Road

Refused 15<sup>th</sup> July, 2008

b) Applications dealt with prior to the meeting

MAR/20631 Conversion of garage to provide additional living accommodation (retrospective)

77 Howard Cornish Road

For: Mrs. D. Maton

Comments: Council had no objections

MAR/19761/2 Construction of 4 additional visitor car parking spaces

Timber Yard, Packhorse Lane

For: Mr. C. Ward on behalf of Linden Homes

Comments: Council had no objections

MAR/20584 Erection of ground floor and first floor extensions creating an additional bedroom and bathroom, breakfast room, larger kitchen and lounge

15 Kings Avenue

For: Mrs. D. Skelcher

Comments: Council had no objections

MAR/33112/29 Alterations to facilitate conversion of garage to offices.

Insertion of new windows including clerestorey and new cladding

Denman College

For: Mrs. J. Booth

Comments: Council had concerns about the height of the clerestorey being above the level of the already heightened boundary wall and the impact it would have on the conservation area and listed wall.

V.08/08 Demolition of existing car port and erection of single storey classroom extension

Marcham Primary School

For: Oxfordshire County Council

Comments: Council had no objections

c) Applications for consideration at the meeting

Proposed sand extraction and ancillary works

Upwood Park

For: Hills Quarry Products Ltd

Comments: Council was concerned at the lack of direct consultation notification to local residents. Traffic and transport issues were a concern and it asked that vehicles be routed along the A420. It asked for a 50 mph speed limit along the A338. Concerns too were expressed about the environmental impact on the adjacent land particularly Cothill Fen which was an SSSI and SAC, during and after the workings. Council supported BBOWT and Natural England with its views on this. In addition the Clerk was asked to see whether the planning application could be placed on the website of Hills Quarry Products Ltd so that members of the public could have easier access to it.

d) Planning Correspondence

(i) Tree Preservation Orders

Council noted that two tree preservation orders had been made on 3 trees adjacent to 30 Packhorse Lane. One was on a walnut tree, the other on an ash and beech tree.

(ii) Oxfordshire County Council – Planning Consultation

Council noted that from September 2008 the County Council would be using an electronic consultation system for all new planning applications. All applications would be posted on the County Council's website and the system would provide for electronic responses.

(iii) Cotsdale, Abingdon Road

Council noted that Mrs. Bolton of Hyde Farm House, next to the Cotsdale development site had approached the Council regarding a wooden boundary fence which had been erected at the edge of the site on the boundary leading to her property. She indicated that the drawings on the approved planning application had shown that a stone wall would be built. Members commented that the low wall on the Howard Cornish Road side of the development had not been included in the approved planning drawings, and expressed concern that leylandii had been allowed to be planted.

RESOLVED:

that a letter be sent to the planning enforcement officer at the Vale of White Horse District Council expressing concern about the possible breach of consent.

2008/173 District Councillor's Report  
In the absence of Cllr. Hanna no report was available.

2008/174 County Councillor's Report  
In the absence of Cllr. Brown no report was available.

Although Mr. Cumber had declared only a personal interest in the following item he chose to leave the room, and was absent during debate.

2008/175 Longfields Play Area  
Council noted the revised terms of the draft Licence for access to the grass area in the ownership of W. Cumber and Son (Theale) Ltd in Longfields. The original terms had been checked by the Solicitor at the Vale of White Horse District Council and amended. The version before Council was a third version as amended again by the lawyers representing W. Cumber and Son (Theale) Ltd. The Clerk reminded members that the authorised use of the site was agricultural, should Council have any plans to erect play equipment on the site, then planning consent for change of use to recreation may be required.

RESOLVED:

that the terms of the draft Licence now be agreed and prepared for signing.

Mr. Cumber rejoined the meeting.

2008/176 Youth Shelter  
Council noted the estimate from Mr. M. Davies for the proposed renovations to the youth shelter in the sum of £2450 + vat.

RESOLVED

that this be accepted and Mr. Davies instructed to commence work.

Council also discussed the state and condition around the youth shelter, in particular the long grass which made the area look untidy. Council noted that the management of the Anson Field was the responsibility of the Anson Field Management Committee, and they it received a grant from the Council for grass cutting.

RESOLVED:

that enquiries be made of the Anson Field Management Committee as to their maintenance of the grass around the youth shelter and ask that they include it in future.

2008/177 Partial Review of RPG9 and the Draft South East Plan – Review of Sub-Regional allocation of land won aggregates  
Council noted the comments under delegated powers. These included that future allocations should be on a demand and resource and that there should be a separate allocation for sand and gravel to allow for flexibility.

2008/178 Thames Water’s Draft Water Management Resources Plan  
Council noted comments submitted under delegated powers. Council supported the view of the Vale of White Horse District Council. It expressed concern regarding proposed metering which would lead to inequalities, the lack of consideration of monitoring and controlling water consumption such as waste water re-use. It also queried the water demand figures as those provided in 1990 were higher than the current forecast yet the size of the proposed reservoir were the same.

2008/179 Maintenance Contractor  
Council considered that the maintenance contractor should undertake additional hours in the parish as it was difficult to complete all jobs in the 4 hours per fortnight that he invoiced the Council for. It was noted that there was a requirement for additional input in the Spring and Summer months when extra weed strimming was required and also more litter picking and bin emptying. He had offered to undertake 4 hours weekly for 6 months of the year during Spring and Summer and 4 hours per fortnight during Autumn and Winter. Mrs. Evans stated that she had approached the Probation Service who could provide assistance via its “community payback” scheme. They were willing to clear the path from the Church to the Cemetery. Mrs. Evans would liaise further with the Service regarding this and possible other work.

RESOLVED:

- (i) that S.T. Grounds Maintenance as a sub-contractor be asked to undertake 4 hours per week during Spring and Summer and 4 hours per fortnight during Autumn and Winter
- (ii) that this be taken into account when setting the budget.

2008/180 Oxfordshire Partnership – 2030 Consultation  
Council noted the community strategy document.

RESOLVED:

that no comment be submitted

2008/181 The Big Tidy Up – Oxfordshire Waste Partnership – Keep Britain Tidy Group  
Council received a report from Mr. Denton. The “big tidy up” was a national campaign. There was to be litter picking and general tidying in the village with people meeting at the sports, scouts and social club at 9.30 a.m. Mr. Cumber had agreed provide a trailer on which to store the rubbish until it was collected. Mr. Denton confirmed he has undertaken a risk assessment for the volunteers.

2008/182 Oxfordshire County Council – Review of Octabus Dial a Ride Service  
Council noted that the contract for the Dial a Ride service came to an end on 31<sup>st</sup> March 2009. Council considered the need for the service locally and

RESOLVED:

to support the continued provision of the Dial a Ride Service in this area.

2008/183 Arboretum  
Council considered a request from Mrs. Munro to place a dark green metal bench seat with arms and plant an oak tree in the Arboretum in memory of her late husband. Council considered that it would be preferable for Mrs. Munro to provide a donation to the Council and the Council manage the order and installation of the seat, as it would eventually take over the responsibility for it. It was noted that a bolt had been removed from the point where the bench seat at Parkside was fixed to the ground. This could be repaired at the same time.

RESOLVED:

- (i) that approval be given to Mrs. Munro for a seat and tree to be sited in the Arboretum in memory of her husband.
- (ii) that Council accepts a donation from Mrs. Munro for the costs involved.
- (iii) that the Council progresses the ordering and installation.

2008/184 Shoe Recycling  
Council considered a request from European Recycling to site a shoe recycling bank in the parish. It was noted that there was already a bank for shoes incorporated within the Salvation Army clothing bank in the village.

RESOLVED:

that permission not be granted for European Recycling to site a shoe recycling bank in the parish.

2008/185 Remembrance Sunday  
Council considered the arrangements for Remembrance Sunday.

RESOLVED: that

- (i) an application be lodged for the road closure order.
- (ii) that appropriate road signs be borrowed from Isis Accord
- (iii) that the wreath be obtained from Royal British Legion

- (iv) that a donation of £60 be given to the Royal British Legion
- (v) that the Vicar be advised that the Chairman of the Parish Council would read a lesson during the Church Service
- (vi) that the Vicar be advised of the order of wreath laying at the wayside cross.

2008/186

Land in Haines Court – Use for parking

Council noted complaints that public open amenity grass land in Haines Court opposite the junction with Elwes Road was being used for car parking by local residents.

RESOLVED:

that this matter be brought to the attention of the estates department at the Vale of White Horse District Council.

2008/187

Duffield Place – Bench Seat

Council noted an offer from a resident to rub down and oil the bench seat in Duffield Place. This seat had originally been purchased by the Parish Council.

RESOLVED:

- (i) that the offer be accepted
- (ii) that any costs claimed be reimbursed on production of a receipt.

2008/188

Correspondence

- a) Vale of White Horse District Council – Summons and Agenda 13<sup>th</sup> August and reports on shared management teams
- b) Oxfordshire Playing Fields Association – magazine
- c) NHS Oxfordshire Primary Care Trust – “Health Views” magazine
- d) Oxfordshire Rural Community Council – News Bulletin
- e) Oxfordshire Business Enterprises – Information on Free service for residents in Oxfordshire in the early stages of starting a business.

2008/189

Accounts

Council, as Trustees of the Recreation Ground Charity and Constables Land Charity, noted the balances in those accounts.

Council considered a request from the Police to help fund the hire costs of Duffield Place to enable a police surgery to take place, should the Vale Housing Association make a charge for the use of the room. Council was reminded that as part of the Parishioner of the Year award it had agreed to make a grant donation of £100 to a village organisation of the recipient’s choice.

Council also considered a grant award for the “Party at the Pavilion” being held on Saturday 20<sup>th</sup> May at Botley organised by the Police Community Support Officer where youngsters from the village would be participating.

RESOLVED:

- (i) that a grant of £100 be awarded to Marcham Pre School Playgroup as the organisation requested by the recipients of the Parishioner of the Year Award
- (ii) that the cost of the hire of Duffield Place for a Police Surgery be funded by Council if charged.
- (iii) that a grant of £50 be awarded towards the costs of arranging the “Party at the Pavilion” event on Saturday 20<sup>th</sup> September.

Council noted the list of cheques numbered 1896 – 1913 to be signed and authorised payments totalling £5069.77 in respect of administration costs, garden competition, allotments, grant and chairman’s allowance.

2008/190

Matters Raised by members for information  
Oxfordshire Village of the Year Competition

Council noted that the presentation of the prizes and certificates for the village of the year competition would be held on Wednesday 8<sup>th</sup> October at Steeple Aston. Ms. Meriel Lewis, editor of MAD News, would represent the parish and collect the prize owing to the fact that the event clashed with the date of the next Parish Council meeting.

Flooding

Queries were raised regarding the possible installation of a flood monitor at Frilford which had been suggested following the flooding last year. The Chairman offered to pursue this matter with the emergency planning officer at the Vale of White Horse District Council. Council noted that the works on private land on the South side of the A415 to widen the channel and improve water flows from the culvert under the A415 were now unlikely to take place.

Longfields Play Area

It was reported that the proposed play area at Longfields had a buddleia plant which was overgrowing and the grass would require cutting when the Council took on the site under the new Licence. A request was made that a litter bin too would be needed. Mrs. Turney offered to cut the grass. The Clerk asked for the public liability cover for insurance to be produced. Mr. Denton offered to review the situation with the buddleia plant and cut back if necessary. The clerk would approach the Vale of White Horse district Council regarding the installation of a litter bin.

Churchyard

It was reported that the grass had not regrown on the Western side of the Church where vehicles had tracked during the reconstruction of the stone wall at the side of Dr. Duffield’s garden. The Clerk would liaise with the supervisor of the workmen to see what could be done.

2008/191      Items for MAD News  
Council noted the list of items for inclusion in the village newsletter.

2008/192      Date of Next Meeting  
The next meeting of the Council would be held on Wednesday 8<sup>th</sup> October, 2008 in the residents' lounge, Duffield Place at 7.30 p.m.

The meeting closed at 9.10 p.m.

Signed ..... Date .....

## MARCHAM PARISH COUNCIL

Minutes of the Meeting of Marcham Parish Council held on Wednesday 8<sup>th</sup> October, 2008 in the residents' lounge, Duffield Place, Marcham at 7.30 p.m.

-----  
Present:

Mr. M. Denton (Chairman), Mr. C. Bough, Mrs. M. Evans, Mr. D. Hutchinson,  
Mr. D. Walton  
Clerk: Mrs. L. Martin  
1 member of the public  
Mr. Malcolm Peters, Environment Agency

Prior to the start of the meeting the Chairman referred to the road accident in Abingdon on Monday 6<sup>th</sup> October which had resulted in the death of 17 year old Sarah Waterhouse from Marcham. Mr. Walton who knew the family spoke briefly about Sarah and the Chairman asked that members stand for a moment of silence in her memory. The Clerk was asked to send a letter of condolence to her family on behalf of the Council.

Prior to the commencement of formal business, Mr. Malcolm Peters from the Environment Agency outlined the Agency's position in regard to Thames Water's draft Water Resources Management Plan. He confirmed that new regulations changed the position of the previous Water Act 2003 and that water authorities now had to produce a Water Resources Management Plan for 2010 – 2035. Thames Water had consulted for 16 weeks which was more than the statutory minimum. The plan concluded that the construction of a reservoir was the way to plan for water resources. The Environment Agency had not agreed that it represented the best solution, and there were a number of parts that did not align with government targets. For example the Agency was concerned with the degree of meter penetration, leakages and water efficiency. They requested that Thames Water should better explain how they would manage their existing sources of water. The Environment Agency was involved with a number of technical meetings with them. These included modelling for the input/outfall point for the reservoir at Culham Cut and the impact on navigation, sedimentation and work on flood risk assessment. Thames Water had to produce a statement of response by to the comments by 5<sup>th</sup> November. They were required to provide a response to every point raised or state why they were not addressing it. The Agency was hoping that DEFRA would invite the Agency to comment on Thames Water's statement. The eventual outcome may be a public inquiry and public hearing. If this were to happen there would be a chance for further public consultation outside of the normal statutory process.

Mr. Peters answered questions. These included traffic access to the reservoir from the A415, the extent of future proofing to ensure that the reservoir was not too large or too small and future demands on water resources in terms of climate change.

The Chairman thanked Mr. Peters for his presentation and Mr. Peters then left the meeting

2008/193

### Apologies for Absence

Apologies for absence had been received from Mrs. J. Allan, Mr. I. Charles,  
Mr. Cumber and Mrs. Ricketts.

- 2008/194      Declarations of Interest  
Mr. Hutchinson declared a personal interest in the agenda item relating to the release of part of the grant previously awarded to Marcham Players in that he was the Chairman of Marcham Players.
- 2008/195      Minutes of the annual meeting held on 10<sup>th</sup> September, 2008  
These were agreed and signed as a true record of the proceedings.
- 2008/196      Matters Arising from the Minutes of the meeting held on 10<sup>th</sup> Septmeber, 2008
- Parishioner of the Year - Grant Awarded  
Council noted receipt of a copy letter of thanks sent by Marcham Pre-School Playgroup to Mr and Mrs. Dunford who had nominated the Pre-School for the Council's grant award.
- Cotsdale, Abingdon Road – Possible breach of planning condition  
Council noted receipt of an acknowledgement from the Vale of White Horse District Council's enforcement section that they were investigating the possible breach of planning conditions regarding the boundary treatment at this development site.
- Longfields – Litter Bin  
Council noted that the Vale of White Horse District Council had inspected the Longfields area and had decided that in view of the lack of litter and the proximity of a litter bin at the bus shelter in Howard Cornish Road the District Council would not fund the installation of another litter bin. Council agreed that the situation be monitored and reviewed at a later date.
- Remembrance Sunday  
Council noted that the Vale of White Horse District Council had noted that the Road Closure Order was being processed. Contact had been made with the County Council regarding the loan of road signs. It appeared that these were now controlled by the depot at Great Milton and it may not be possible to borrow any.
- Youth Shelter  
Council noted that the Anson Trust had now authorised the extension of the base of the youth shelter into their field and had also agreed to trim the grass near the shelter and around the outside of the play area in general. The difficulty had arisen in that their contractor used only a gang mower whereas the area between the public footpath and play area required smaller machinery. The Trust's field management committee was reviewing its contractor for the next season.
- 2008/197      Public Participation
- Admissions to Marcham Primary School  
Mrs. J. Brown expressed concerns regarding the numbers of children for

admissions to the primary school in September 2009 given that the school was over subscribed this year and that 27 new houses had been built in the village since July 2007 which would generate more children. She asked to know the views of the Parish Council on this pressing problem.

Council agreed to bring the following agenda item forward.

2008/198

Marcham School - Admissions

Members comments that the Parish Council had a supportive role, but that it was the governors who were the key and had the relationship with the Local Education Authority, and it was the County Council with the admissions policy. It was thought that the constraint was the building rather than teaching staff numbers. Should there be a requirement for another teacher based on the numbers of children then one would be provided. Although the Pre-School had absorbed a classroom, it was thought unlikely that the County Council would wish to squeeze out the Pre-School as this was contrary to the current policy of nursery provision. Mr. Bough placed on record that the Anson Trust's proposals for new facilities may offer an opportunity, but they did not play a part in any decision nor had any locus in the current situation. So reference to the Trust was misleading.

RESOLVED:

- (i) that the Parish Council fully supports the admission of village children to Marcham Primary School
- (ii) that a letter be sent to the County Council's education department.
- (iii) that Cllr. I. Brown (county councillor) be asked what his precise plans were.

2008/199

Planning Applications

a) Decisions on previous applications

MAR/20631 Conversion of garage to provide additional living space  
(retrospective)  
77 Howard Cornish Road  
Permitted 17<sup>th</sup> September, 2008

b) Applications dealt with prior to the meeting

No applications had been received

c) Applications for consideration at the meeting

MAR/4881/10 Change of Use from storage room to office and staff  
room Creation of new vehicular access  
68 Cothill Road

For: Cothill Kindergarten  
Comments: Council had no objections

MAR/4881/11 Change of Use from storage room to babies activities and cot room  
68 Cothill Road  
For: Cothill Kindergarten  
Comments: Council had no objections

MAR/20687 Demolition of existing garage. Erection of new garage.  
The Barn, Oakley Park  
For: Mr. C. Agger  
Comments: Council had no objections

2008/200

District Councillor's Report

Dispensing of prescriptions by GPs

Concerns had been raised previously by the closure of the GP dispensing service at Marcham Road Health Centre. Concerns had now been raised regarding a Government White Paper published earlier this year entitled "Pharmacy in England: building on strengths-delivering the future" This document set out how pharmacies could become "healthy living" centres, treat minor ailments etc. In addition, the White Paper contained options for changing the rules by which GPs were allowed to dispense medicines. Changing these rules could lead to dispensing services in some places being moved from GP surgeries to pharmacies. Government appeared to have combined and confused the desire to develop community pharmacies with the role of GP dispensing. In Oxfordshire the dispensing of medicines by GPs was under threat. Cllr. Hanna encouraged to Parish Council to respond to the government's consultation paper.

Cllr. Hanna also reported that it had been the decision of the Vale of White Horse District Council and South Oxfordshire District Council to share a senior management team. This should lead to savings of £400,000.

RESOLVED:

- (i) that Council supports the continuance of GP dispensing
- (ii) and that the Clerk respond to the government's consultation paper

2008/201

County Councillor's Report

In the absence of Cllr. Brown no report was available.

2008/202

A415 Traffic

Council discussed the fact that satellite navigation systems seem to show the A415 as the most appropriate road to take when given the sharp bends and narrowness this was not the case. Members referred to the trial scheme by

Somerset and Suffolk County Councils who were working with satellite navigation companies to pinpoint hazards on their roads. Council also discussed the fact that Peartree Cottage in Packhorse Lane had been hit 3 times by HGVs over the Summer. The use of white lining, additional signing and bollards were discussed. Concerns were raised regarding the fact that Marcham could become “over signed”.

RESOLVED:

- (i) that a letter be sent to Mr. Howell, Head of Transport at Oxfordshire County Council enquiring about the plans for Oxfordshire to follow in the steps of Somerset and Suffolk councils and to remove unsuitable roads, particularly the A415, from satellite navigations systems.
- (ii) that the letter also enquire what Mr. Howell would recommend to protect Peartree Cottage from being hit by HGVs

2008/203

The Big Tidy Up

Council received a report from Mr. Denton. 10-15 volunteers had helped and made a big difference to the village. He placed on record his thanks to Mr. Cumber for the use of machinery to take the rubbish to the farm to await collection. He referred to a scheme in Shipton under Wychwood where a group of volunteers undertook village projects, and the possibility of starting a similar group in Marcham. Reference was made to the need to tidy the war memorial in time for Remembrance Sunday, and also the fact that the access steps would benefit from maintenance. The Clerk was asked to proceed with the purchase of terram matting and gravel. He referred to the certificate awarded for participation in the Big Tidy Up and this would be displayed in the post office. It had been noted during the tidy up that there was a mass of ivy overhanging the wall at 6 The Farthings which forced pedestrians in North Street out into the road, and also the area from the War Memorial Westwards along the footway was in need of tidying. Mr. Bough placed on record his thanks to Mr. Denton and Mr. Walton for their efforts. Reference was made to the Parish Council taking over weed spraying in the footways next season and this was already being explored.

RESOLVED:

- (i) that the certificate awarded for participation in the Big Tidy Up be displayed in the Post Office
- (ii) that the setting up of a group of village volunteers be investigated.
- (iii) that 2 tons of gravel and terram be purchased to improve the war memorial in time for Remembrance Sunday
- (iv) that a quotation be sought for levelling the access steps to the war memorial

2008/204 Proposed Diversion under Highways Act 1980 s.119  
Council considered a request by Millets Farm to divert footpath 7 (A338 towards Garford) to enable them to cultivate the field as one productive unit.

RESOLVED:

that the Council has no objections

2008/205 Marcham Players - Grant  
Council had previously set aside a grant of £500 for Marcham Players and noted that they now requested the release of £104.30 to cover the cost of cable for their production.

RESOLVED:

that the sum of £104.30 now be released to Marcham Players from the £500 set aside.

2008/206 RoSPA Safety Report – Play Area  
Council noted the RoSPA safety report. The only item mentioned was the possibility of trip hazards at the edge where grass joined the rubber safety surfacing. The village handyman, Mr. Thatcher, had been asked to rectify these.

2008/207 Binding of Minutes  
Council considered a quotation in the sum of £150 from Mr. G. Bartley to bind each set of minutes. It was noted that these had not been bound since 2004.

RESOLVED:

that the quotation be accepted.

2008/208 Draft Regional Spatial Strategy for the South East Region  
Council noted the strategy document.

RESOLVED:

that the matter of the Council's comments be delegated to the Clerk in consultation with the Chairman and Vice-Chairman.

2008/209 Correspondence  
a) Vale of White Horse District Council – Summons and Agenda 1<sup>st</sup> September.  
b) Vale of White Horse District Council – Information Sheet for Parish Councils  
c) Oxfordshire Local Policing Summary  
d) Oxfordshire County Council – Guide to Road Safety in Oxfordshire  
e) Oxfordshire Rural Community Council – annual General Meeting 8<sup>th</sup> October at Steeple Aston  
f) Vale of White Horse District Council – Open Space, Sport and Recreation Future provision. This supplementary planning document was adopted on 16<sup>th</sup> July 2008

- g) Standards Board – Town and Parish Standard newsletter
- h) Soldiers of Oxfordshire – Information regarding the project to find a permanent home for the county’s military heritage.
- i) Oxfordshire Playing Fields Association – Annual General Meeting 23<sup>rd</sup> October
- j) SEERA – Exhibition 15<sup>th</sup> and 16<sup>th</sup> October at oxford Town Hall on the proposals for gypsy/traveller sites in the South East.
- k) Vale of White Horse District Council – Survey on Code of Conduct
- l) CPRE – Information on light pollution
- m) Vale of White Horse District Council – Statement of Community Involvement. Comments were required on the consultation arrangements.
- n) Vale of White Horse District Council – Air Quality Workshop 30<sup>th</sup> October. Mr. Hutchinson agreed to represent the Council at this workshop

2008/210

Accounts

Council noted the list of cheques numbered 1914 – 1925 to be signed and authorised payments totalling £4748.49 in respect of administration costs, garden competition, grants, cemetery maintenance and play area.

2008/211

Matters Raised by members for information

Denman College 60<sup>th</sup> Birthday

It was suggested that a letter of thanks be sent to Denman College for allowing access by the villagers to its facilities during its 60<sup>th</sup> birthday celebrations. Some comments were made regarding the College’s signs during the event blocking the cycle track, and also to the obstruction in New Road caused by the College’s builders undertaking work within the grounds. The Clerk was asked to write a letter of thanks for bringing the village and the college together during the birthday celebrations. The Chairman stated he would liaise with the Police Community Support Officer regarding the traffic signs and ask her to approach the College to explain the difficulties that had been caused. It was thought that the building work at the College would soon cease, and the resultant parking problem would disappear.

2008/212

Items for MAD News

Council noted the list of items for inclusion in the village newsletter. The Clerk was asked to include an item about concerns for fireworks and 5<sup>th</sup> November.

2008/213

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 12<sup>th</sup> November 2008 in the residents’ lounge, Duffield Place at 7.30 p.m.

The meeting closed at 9.00 p.m.

Signed ..... Date .....

## MARCHAM PARISH COUNCIL

Minutes of the Meeting of Marcham Parish Council held on Wednesday 12<sup>th</sup> November, 2008 in the residents' lounge, Duffield Place, Marcham at 7.30 p.m.

Present:

Mr. M. Denton (Chairman), Mr. C. Bough, Mrs. J. Allan, Mr. I. Charles,  
Mrs. M. Evans, Mr. D. Walton

Clerk: Mrs. L. Martin

1 member of the public

Joined by Mr. W. Cumber and Mrs. S. Turney and Cllr. I. Brown (Oxfordshire County Council)

- 2008/214     Apologies for Absence  
Apologies for absence had been received from Mr. D. Hutchinson, Mrs. C. Ricketts and Mr. W. Cumber in anticipation of his late arrival. Apologies had also been received from Cllr. J. Hanna (Vale of White Horse District Councillor)
- 2008/215     Declarations of Interest  
Mr. Bough declared a personal and prejudicial interest in the agenda item relating to the planning application lodged by the Anson Trust in that he was a Director of the Trust. Mrs. Allan declared a personal interest in the agenda item relating to the planning application lodged by the Anson Trust and in the agenda item relating to the Council's nominee to the Trust in that she was married to one of the Directors of the Trust.  
  
Cllr. I. Brown joined the meeting.
- 2008/216     Minutes of the annual meeting held on 8<sup>th</sup> October, 2008  
These were agreed and signed as a true record of the proceedings.
- 2008/217     Matters Arising from the Minutes of the meeting held on 8<sup>th</sup> October, 2008  
  
Letters of thanks  
Council noted receipt of letters of thanks for grants awarded from Mrs. S. Spurgeon on behalf of the Royal British legion Poppy Appeal, Dr. E. Dunford on behalf of the Marcham Parochial Church Council in respect of the youth worker, and P.C.S.O Laura Schmid in respect of the "Pavilion in the Park event" attended by village youngsters.
- 
- Admissions to Marcham Primary School  
Council noted receipt of a letter from the County Council which stated that on the basis of current and projected numbers work had been commissioned to provide a further classroom for September 2009 and to plan for the future should the current increase in catchment areas be sustained. It confirmed that

funding for teaching and other resources were directly determined by the number of children on roll.

Marcham A4154 – Satellite Navigation / Damage to Cottage

Council noted receipt of an acknowledgement from the County Council and a detailed reply would follow.

Denman College – 60<sup>th</sup> Birthday Celebrations

Council noted receipt of a letter of thanks for the Council's support and good wishes to the College for opening the college/grounds to the village. It was noted that vehicles undertaking building works within the College had been parking on the grass verge in New Road which had caused them to become damaged and muddy. The Clerk was asked to write to the college expressing a wish that they be reinstated.

2008/218 Public Participation

There were no matters raised.

2008/219 Planning Applications

a) Decisions on previous applications

MAR/20687 Demolition of existing garage. Erection of new garage.  
The Barn, Oakley Park  
Permitted 30<sup>th</sup> October, 2008

Demolition of car port and erection of single storey classroom extension  
Marcham Primary School  
Permitted 10<sup>th</sup> October, 2008

b) Applications dealt with prior to the meeting

No applications had been received

c) Applications for consideration at the meeting

Mr. Bough left the room. Mr. Cumber and Mrs. Turney joined the meeting.

MAR/3036/10 Continued siting of portacabin and oil tank. To be used as a children's nursery  
The Anson Field off Morland Road  
For: The Anson Trust  
Comments: Temporary consent only be granted for a period not exceeding 5 years.

Mr. Bough rejoined the meeting.

- d) Planning Correspondence  
Council noted correspondence from Oxfordshire County Council that the earliest date that the planning application by Hills Quarry Products Ltd, for sand extraction at Upwood Park, would be considered was 12<sup>th</sup> January, 2009

2008/220 District Councillor's Report  
In the absence of Cllr. Hanna no report was available

2008/221 County Councillor's Report

Clearance of streams

Cllr. Brown sated that efforts were being made to clear Childrey and Letcombe brooks to the River Ock. In recent heavy rain the Childrey Brook had not broken its banks as it had previously. Consent from landowners in some areas was still being sought to enable the clearing process to be complete.

Transport Proposals for central Oxford

Cllr. Brown outlined proposals for central Oxford including the removal of bus stops at Queen's Lane and the removal of the traffic lights by the railway station. Funding for the works would not come from the County's budget.

Weed Killing

£600,000 for weed killing had gone into the County's general maintenance budget, but had been allocated elsewhere when a decision not to spray weeds was made. Complaints had been made by various parishes about the condition of footways, and this is something that the County Council would consider carefully.

Planning Application – Upwood Park sand extraction

Cllr. Brown stated that residents in the vicinity of the Upwood Park site had requested that the entrance to the site should be from the A420 and not the A338. The County's highway engineers had visited the site and had confirmed that this was not possible.

Reservoir

Ed. Vaizey M.P. had secured a parliamentary debate on the reservoir. The Minister of State Jane Kennedy M.P would answer questions. The date for the publication of the statement of response by Thames Water on comments submitted on the Water Resources Management Plan had been extended by 3 months. Cllr. Brown indicated that public inquiries may be curtailed and that a different approach may take place for the reservoir.

Cllr. Brown took questions. He was asked whether Parish Councils could undertake their own weed spraying funded by the County Council. Cllr. Brown

supported a devolved budget. He was aware of the concerns as most parishes were complaining about weed growth in footways. Congratulations were given to Cllr. Brown for his support to Marcham Primary School and helping to resolve the problems of oversubscription.

2008/222

Air Quality Action Plan for Abingdon

The Clerk read out a report submitted by Mr. Hutchinson who had represented the Parish Council at a workshop on Air Quality. The town centre had been found with high levels of nitrogen dioxide owing to traffic. Officers from local authorities were researching measures which might form part of an action plan. A draft plan would be produced for consultation. The main proposal that could affect Marcham was an idea to create an HGV park at the Marcham Interchange just west off the A34. Mr. Hutchinson had offered to continue to represent the Parish Council at future meetings.

RESOLVED:

that Mr. Hutchinson represent the Council at future meetings regarding the air quality action plan for Abingdon.

2008/223

Meeting for Parish Councils hosted by Vale of White Horse District Council/Oxfordshire County Council – 5<sup>th</sup> November.

Mrs. Evans, Mr. Cumber and Mr. Denton provided a report on this meeting which they had attended. Workshops had been transport, local development framework, antisocial behaviour and regeneration of market towns.

2008/224

Vale of White Horse Voluntary and Community Sector Forum

The Clerk read out a report submitted by Hutchinson who had represented the Parish Council at a Voluntary and Community sector partnership workshop. He offered to monitor forum events in the future. This was accepted by Council.

2008/225

Weed growth on highways

Council noted the requirements of the County Council should the Parish Council take over the footway weed spraying. Council noted two quotations obtained by the Clerk.

RESOLVED:

- (i) that the County Council be asked to fund £800 towards the cost of the Parish Council undertaking weed spraying in the 2009/2010 year.
- (ii) that the risk assessment be checked for Parish Council's potential liability by appointing a contractor for weed spraying.

Cllr. Brown left the meeting.

2008/226 Longfields Play Area Licence

RESOLVED:

that the Chairman and Vice-Chairman sign the Licence agreement on behalf of the Council.

2008/227 The Anson Trust – Nomination for post of Director

Council noted that although several advertisements had been placed for interested persons to contact the Clerk to be considered as one of the two Council nominees for the Anson Trust, no one had come forward. Council discussed the situation. Members thought that there may be one or two people who were interested. It was considered best to wait and see.

RESOLVED:

that no action be taken for the time being.

2008/228 South East Plan – Spatial Strategy

Council noted the comments submitted to the Regional Assembly by the Clerk under delegated powers. These included concerns with the proposal to reduce affordable housing from 50% to 40% given Oxfordshire's inflated house prices. Expansion in the Didcot/Wantage/Grove area could mean more traffic through Marcham and that the Didcot/Wantage/Grove area should be developed as a new self sufficient sub-region.

2008/229 South East Plan – Partial Review-Gypsy and Traveller accommodation needs  
Council considered the consultation document.

RESOLVED:

that no comment be made.

2008/230 Communities and Local Government – The making and enforcement of byelaws  
Council considered the consultation document

RESOLVED:

that the Clerk in consultation with the Vice-Chairman, respond on behalf of the Council.

2008/231 NHS PCT Strategy 2008 – 2013

Council noted receipt of this consultation document and that a local meeting would take place on 2<sup>nd</sup> December at Wantage Civic Centre at 7.00 p.m.

RESOLVED:

that the Clerk in consultation with the Chairman, respond on behalf of the Council

433

2008/232 Grant Applications

A late grant application had been lodged by the Anson Field Management Committee and did not appear on the agenda. Council agreed to take this grant request at the same time as the others listed. Mr. Bough stated that he was the Council's representative on this Committee and therefore would not be declaring a personal and prejudicial interest.

Council considered the grant applications and

RESOLVED:

- (i) that under s. 137 Local Government Act 1972 the following grants be awarded where there is benefit to some or all of the community.

Marcham Senior Citizens Club	£250
Duffield Place Sunshine Club	£250
South and Vale Carers Centre	£100
Berks Oxon Bucks Air Ambulance	£150
Marcham Society	£250

Council noted that the Marcham Society had requested a sizeable sum up front towards the cost of the publication of a book of village photographs. It was noted that applications were being lodged elsewhere, and it was therefore agreed that Council would consider a further application at a later stage should there be a shortfall.

- (ii) that the sum of £750 be awarded to the Anson Field Management Committee under s. 19 Local Government (Misc.Prov.) Act 1976 towards the expenses of grass cutting in the recreation ground
- (iii) that the sum of £400 be awarded under s. 142 Local Government Act 1972 to the Abingdon and District Citizens Advice Bureau.
- (iv) that no grants be awarded to the WRVS and Oxfordshire's Carers Forum

2008/233

Marcham Volunteer Group

The Chairman had placed an article in MAD News setting out the purpose of a volunteer group and inviting those interested to contact him. He had received 6 responses.

Council noted advice from the Council's insurers regarding cover for a volunteer group on the Council's policy. The group had to be instructed by the Council, a risk assessment done on each issue, a record of discussions and

decisions kept in the form of minutes of meetings submitted to Council and use equipment supplied by the Council. An alternative way was for volunteers to set themselves up in a group independently from the Council and to consider grant applications to the Council towards running costs.

Council was reminded that it had also previously considered increasing the hours for the village handyman and it was important not to detract from the work he did.

RESOLVED:

- (i) that the Council not set up a volunteer group
- (ii) that the Chairman and Mr. Charles prepare a list of work that was in need of doing
- (iii) that the Clerk prepare a schedule of contractors' work within the parish and to circulate this prior to the next meeting.
- (iv) that the matter be deferred to the next meeting

2008/234

Risk Assessment

Council was reminded of the terms of the Local Guide on Governance and Accountability. Council considered its risk assessment for the 2008/2009 year. New play equipment had been added. Council also considered the risk should it take on highway weed spraying under agency arrangements from the County Council. It was felt that the contractor's insurance in the sum of £5million was adequate to protect the Council. Council also considered the reference to insurance cover for members and clerk, and queried whether this was adequate. The clerk would check the actual insurance cover.

2008/235

Cow Lane Allotments

Council noted that a request had been received from a resident in Abingdon to rent an allotment at Cow Lane, and noted that several plots were still not let.

RESOLVED:

that an allotment plot at Cow Lane be let to an Abingdon resident.

2008/236

Correspondence

a) OALC – Winter general meeting 24<sup>th</sup> November 7.00 p.m. for 7.30 p.m.

Stratfield Brake Pavilion

Council noted the details of this meeting

b) Vale of White Horse District Council – Vale Youth Magazine

c) Oxfordshire NHS Primary Care Trust - Survey

d) Vale of White Horse District Council – Summons and Agenda

e) Vale of White Horse District Council – Letter regarding formation/funding of flood groups

f) Oxfordshire Playing Fields Association newsletter – The playing field

g) Thames Water – Water Resources Management Plan – report on stage 2 involvement

h) A415 white lines – request by parishioner for repainting around the bends

2008/237

Accounts

Council received the report from the external auditor. This highlighted that the internal auditor had not covered the section on the Council meeting its responsibilities as a trustee.

RESOLVED:

- (i) that the report be noted
- (ii) that the Council continue with its arrangements for the working party undertaking the review of the effectiveness of the internal audit and to consider the point made by the external auditor.

Council noted the list of cheques numbered 1926 – 1938 to be signed and authorised payments totalling £4306.35 in respect of administration costs, renovation of war memorial garden, allotment water, bench seat, grass cutting, play area maintenance and paper for village newsletter.

2008/238

Matters Raised by members for information

Car Parking across footpaths – Howard Cornish Road and on verge junction with Longfields

It was reported that cars were obstructing the footways at the junction of Howard Cornish Road /North Street/Sheepstead Road and obstructing visibility by parking on the verge at the junction of Longfields/Howard Cornish Road. The Chairman stated he would raise these matters direct with a the Police Community Support Officer.

Drains outside 62 North Street and Doubloons, Church Street

It was reported that these drains were not taking water during periods of heavy rainfall.

Denman College sign at junction of North Street/New Road

It was reported that the finger pointer sign to Denman College had signwriting only on one side. It was requested that this be passed to the County Council.

Noticeboard – details of Chairman/date of meeting

It was reported that the details of the Chairman and date of next Council meeting appeared to be incorrect. The Clerk said she would check this as she had only recently put up a new notice giving the details of the Council's website, which would also contain details of the Chairman.

Mill Road – Condition

It was reported that Mill Road was in a poor state of repair. Some resurfacing had taken place. A subcontractor undertaking works would be asked to fill in the potholes.

Amenity Land – Howard Cornish Road, Duffield Place, Fettiplace Road

It was reported that caravans were being parked on public amenity land, and were in some instances possibly being occupied for living accommodation as

lights had been seen together with cable running from a nearby property. The Clerk was asked to write to the Vale of White Horse District Council and the Vale Housing Association as owners of the relevant land.

#### Howard Cornish Road – Recycling bins

It was reported that the paper bank was quite often full and papers were being left to blow around. The Clerk was asked to contact the Vale of White Horse District Council to request more frequent emptying of the paper bank.

#### Neighbourhood Watch – ringmaster system

It was reported that notification had been received by the neighbourhood watch co-ordinators that there was theft of land rovers in the area.

#### The Farthings – overhanging ivy

It was reported that ivy was still overhanging the roadway from the rear boundaries of properties in The Farthings, particularly no. 6. The Chairman offered to contact the occupants.

#### Fettiplace Road – no. 24

It was reported that leylandii were overhanging the footway, and needed cutting back.

#### Parkside – Allotment hedge

It was reported that this hedge was overhanging the footway in front of 1 and 2 Parkside.

#### Cemetery

It was reported that dead flowers had been left in the Cemetery. This would be referred to the Joint Burial Committee, and was not a matter for this Council.

#### Youth

It was reported that a birthday party for a 16 year old had taken place in the Sports, Scouts and Social Club. This had been a successful event without alcohol, and it was suggested that it was just a minority of youngsters who gave the majority a bad name.

#### Remembrance Sunday - Police

It was noted that arrangements for the wreath laying for Remembrance Sunday and traffic control had been successful. The Clerk was asked to write a letter of thanks to the two Police Community Support Officers who assisted. It was noted that there was a new Local Police Area Commander Andy Boyd, and that the Police Community Support Officer had an office within Duffield Place.

2008/239

#### Items for MAD News

Council noted the list of items for inclusion in the village newsletter. The Clerk was asked to include an item about next year's parishioner of the year award

2008/240

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 10<sup>th</sup> December 2008 in the residents' lounge, Duffield Place at 7.30 p.m.

The meeting closed at 9.30 p.m.

Signed ..... Date .....

## MARCHAM PARISH COUNCIL

Minutes of the Meeting of Marcham Parish Council held on Wednesday 10<sup>th</sup> December, 2008 in the residents' lounge, Duffield Place, Marcham at 7.55 p.m. following a meeting of Marcham and Frilford Joint Burial Committee

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Present:

Mr. M. Denton (Chairman), Mrs. J. Allan, Mr. I. Charles, Mrs. M. Evans,  
Mr. D. Hutchinson, Mrs. C. Ricketts, Mr. D. Walton.

Clerk: Mrs. L. Martin

1 member of the public

- 2008/241     Apologies for Absence  
Apologies for absence had been received from Mr. C. Bough,  
Mr. W. Cumber and Mrs. S. Turney. Apologies had also been received from  
Cllr. J. Hanna (Vale of White Horse District Councillor)
- 2008/242     Declarations of Interest  
There were no declarations of interest.
- 2008/243     Minutes of the annual meeting held on 12<sup>th</sup> November, 2008  
These were agreed and signed as a true record of the proceedings.
- 2008/244     Matters Arising from the Minutes of the meeting held on 12<sup>th</sup> November, 2008
- Oxfordshire County Council – Highway Weed Spraying  
Council noted correspondence from the County Council that it was unable to  
commit to funding routine highway weed spraying. It would possibly consider  
the request if the funding were reinstated, but that would not be known until the  
budget was formally agreed in March 2009. Council was concerned to hear that  
the decision would be made at such a late stage and that it may have to  
budget for the costs of keeping the weeds down in the village. The Clerk was  
asked to seek the support of the County Councillor, Cllr. Brown, to ensure that  
the County Council took seriously the issue of weed spraying and to advise that  
the Parish Council did not take responsibility for it, but probably would be  
forced into funding such maintenance, under agency terms, as a result of the  
County Council leaving the parish wanting.
- Howard Cornish Road – Overfull Paper Banks  
Council noted that these banks were emptied weekly, or when 75% full, by the  
Vale of White Horse District Council's contractor.
- River Gauge – flooding  
Questions were asked of the Chairman as to the progress with the river gauge to  
warn of river levels and the potential for flooding. The Chairman confirmed he  
was pursuing this with the Vale of White Horse District Council.

2008/245 Public Participation  
There were no matters raised.

2008/246 Planning Applications

a) Decisions on previous applications

MAR/3312/29 Alterations to facilitate conversion of garage (used as storage) to offices. Insertion of new windows including clerestory and new cladding.

Denman College, New Road  
Permitted 13<sup>th</sup> November, 2008

MAR/4881/11 Change of use of storage room to baby activities and cot room. Creation of new vehicular access

Cothill Kindergarten, 68 Cothill Road  
Withdrawn 13<sup>th</sup> November, 2008

MAR/4881/10 Change of use of storage room to office and staff room. Creation of new vehicular access.

Cothill Kindergarten, 68 Cothill Road  
Permitted 20<sup>th</sup> November, 2008

b) Applications dealt with prior to the meeting

No applications had been received

c) Applications for consideration at the meeting

Work to Trees  
24/26 North Street  
For: Ringrose Tree Surgery  
Comments: Council had no objections

MAR/20732 Proposed two storey rear extension and front dormer window

4 Parkside  
For: Mr. M. Powell  
Comments: that the Council's response be delegated to the Clerk in consultation with Mr. Hutchinson and Mrs. Allan to allow time for a site visit.

MAR/ 1467/11 Proposed garden room extension

Omega House, 29 North Street  
For: Mr. and Mrs. A. Campbell  
Comments: Council had no objections

Upper Thames Reservoir/Request for Scoping Opinion

Council considered the Environmental Impact Assessment Scoping Report. It was noted that whilst the report focused on the reservoir that within 2 hour car journey 50% of the population of England could be found. It was vitally important therefore to take into account a much wider area and possibly an upper thames valley economic development region, as there were existing scientific and technological skills at Oxford university and Harwell, and the reservoir would have an impact on transport, employment etc.

RESOLVED:

that a letter be sent to the Vale of White Horse District Council advising that the reservoir would have regional implications and that the environmental assessment should take these into account and not just the reservoir site itself.

(d) Planning Correspondence

The Clerk reported that she had been advised that the planning application by Hills Quarry Products Ltd for sand extraction at Upwood Park would probably now not be considered by the County Council until at least Easter time next year. This was because Natural England had requested an independent assessment of the impact on the Fen. The County Council had gone out to tender to companies to produce this report. This work would be undertaken next year.

2008/247

District Councillor's Report

In the absence of Cllr. Hanna no report was available.

2008/248

County Councillor's Report

In the absence of Cllr. Brown no report was available.

2008/249

The Anson Trust – Nomination for post of Director

Council noted that it had nomination rights under the Articles and Memorandum of Association of the Arthur Anson Memorial Trust Ltd to nominate 2 Directors. One of the Council's nominees had resigned and the Council considered information provided by Mr. Hugh Logan regarding his request to be nominated by the Council as an Anson Trust director.

RESOLVED:

that the Council nominates Mr. Hugh Logan to the Arthur Anson Memorial Trust Ltd to be considered by the Trust for appointment as a Director.

2008/250

Communities and Local Government – The making and Enforcement of Byelaws

Council noted the comments submitted by the Clerk under delegated powers on the making and enforcement of Byelaws to the Department of Communities and Local Government.

2008/251

Marcham Volunteer Group/Contractor Obligations

Council noted the list of work already undertaken by the contractors. Council noted a list of jobs in the village which required doing. Some of these, such as litter picking, sweeping the bus shelter and clearing ivy from the allotment walls in Parkside which was Parish Council land could be undertaken by the Council's paid contractor. Other issues on District Council land or Anson Trust land could be dealt with by these bodies. Issues such as vegetation overhanging village nameplates on the access points to the village would be referred to the County Council. Mrs. Ricketts on behalf of the Marcham Cubs offered their assistance. Other jobs could be considered by a group of volunteers should one ever be formed with the necessary insurance cover. Council noted that one problem identified was the condition of the steps at the end of the footpath leading into North from alongside the Anson field. The Clerk was asked to obtain a quotation for repairs to these. Mrs. Evans asked about the removal of the ivy from the wall at 6 The Farthings. The Chairman stated he had previously offered to speak with the occupants of the property which he still had to do.

2008/252

Freedom of Information Act 2000 New Model Publication Scheme

Council noted that a new model publication scheme had been produced by the Information Commissioner which should be adopted without alteration by local councils. Council considered the model publication scheme and the scale of charges for producing hard copy documents.

RESOLVED:

- (i) that the new model publication scheme suggested by the Information Commissioner, and attached to these minutes, be approved and adopted
- (ii) that the guide to "proactively published information for the public" as attached to these minutes, be formally approved.
- (iii) that the tariff of charges for hard copies of documents as outlined in the guide be approved.

2008/253

Risk Assessment

Council noted that the Licence agreement to occupy land at Longfields for use as a play area had been completed. Queries had arisen previously regarding the insurance cover for members and clerk under the Council's policy. The Clerk clarified the cover available.

RESOLVED:

- (i) that the Longfields area be added to the Council's risk assessment document.
- (ii) that the details of personal insurance cover for members and clerk be noted.

2008/254

Parishioner of the Year 2008

Council considered how to deal with nominations for the Parishioner of the year award. In previous years a working party had considered all nominations and produced a short list for Council to consider. It was noted that the working party members had remained the same for several years. It was suggested that there should be a change of members on the working party to prevent any possible criticism of not acting fairly.

RESOLVED:

that Mr. Bough and Mr. Hutchinson form a working party to consider nominations for the Parishioner of the Year award and to produce a short list for Council to consider.

2008/255

Correspondence

- a) Oxfordshire County Council – Road Casualty Report 2007.
- b) Vale of White Horse District Council – Summons and Agenda 10<sup>th</sup> Dec.
- c) Farmoor Reservoir Pontoon Project – update newsletter
- d) Oxfordshire NHS Primary Care Trust – Information on finding an NHS Dentist.
- e) Oxfordshire County Council – A415 Satellite navigation/Damage to Cottage  
Council noted that the County Council was monitoring the effect of the co-operation between the county councils and satellite navigation companies regarding redirecting HGVs away from unsuitable roads. The County Council could not advise on additional measures to protect Peartree Cottage from impact from vehicles as the road was too narrow for measures such as bollards and signage was already in place. The Clerk was asked to write to the County Council, copied to Cllr. Brown, to request the details of the officer who would monitor the situation.
- f) Vale of White Horse District Council – Standards Committee agenda 15<sup>th</sup> December, 2008.

2008/256

Accounts

Council considered draft financial regulations. Council received a report from the internal audit working party. Its audit plan was considered. The Clerk stated that she had been advised that audit plan should include what the Council required the internal auditor to do, rather than just the timeline produced by the working party. Council noted the Clerk's comments, but preferred the audit plan as drafted by the working party.

RESOLVED:

- (i) that the audit plan as attached to these minutes be approved.
- (ii) that the financial regulations as attached to these minutes be approved

Council noted the list of cheques numbered 1939 – 1949 to be signed and authorised payments totalling £3685.54 in respect of administration costs, and grants awarded.

2008/257 Review of Clerk's Salary  
Council reviewed the Clerk's salary in accordance with the National Association of Local Council's recommendations for 2008/2009. This represented an interim 2.45% cost of living increase pending arbitration.

RESOLVED:

that the Clerk's salary be increased in accordance with the NALC recommendations for the year 2008/2009 at point 28 back dated to 1<sup>st</sup> April, 2008

2008/258 Matters Raised by members for information

Caravans – Duffield Place, Howard Cornish Road, Orchard Way

A question was asked regarding the removal of caravans on the public amenity spaces. The Clerk advised that she had written to both the Vale of White Horse District Council and the Vale Housing Association requesting their removal. Replies were awaited.

Denman College – Guard Dog

It was reported that Denman College had acquired a guard dog. Its constant barking was very noticeable.

Street Lamps not working

It was reported that 3 street lamps in the village were not working. These had been reported to the County Council.

Retirement of the Ven. Eddie Shirras and Pamela Shirras – All Saints Church

A question was asked as to the process of the Parish Council for dealing with the retirement of Eddie and Pamela Shirras from All Saints Church. The Chairman advised that a letter would be sent in due course.

2008/259 Items for MAD News

Council noted the list of items for inclusion in the village newsletter.

2008/260 Date of Next Meeting

The next meeting of the Council would be held on Wednesday 14<sup>th</sup> January, 2008 in the residents' lounge, Duffield Place at 7.30 p.m.

The meeting closed at 9.15 p.m.

Signed ..... Date .....