

MARCHAM PARISH COUNCIL

Minutes of the annual meeting of Marcham Parish Council held on Wednesday 11th May, 2016 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Miss. R. Atkins, Mrs. S. Hill, Mr. M. Hoath, Miss R. Mander, Mr. D. Walton
Clerk: Mrs. L. Martin
Cllr. R. Webber (County Councillor)

- 2016/83 Election of Chairman
The Chairman 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 Mr. Walton, seconded by Mr. Hoath and
- RESOLVED: nem.con
that Miss Mander be elected Chairman of the Council to hold office until the next annual meeting of the Council
- 2016/84 Declaration of Acceptance of Chairman
Miss Mander made and signed the declaration of acceptance of office as Chairman.
- 2016/85 Casual Vacancies
Council considered the casual vacancy which had arisen following the resignation of Mrs. Sam Turney, and noted the application from Mr. Peter Steere who had recently moved into the parish. The Clerk had checked his eligibility to be co-opted, and confirmed he met the criteria
- RESOLVED:
that Mr. Peter Steere be co-opted to the Council to serve until the next election in May 2019
- 2016/86 Declaration of Acceptance of new member
Mr. Steere made and signed the declaration of acceptance of office as a Member.
- 2016/87 Declarations of Interest
Mr. D. Walton declared an interest in the agenda items relating to the allotments in that his wife was an allotment holder.

- 2016/94 Appointment of Representatives to the Anson Field Management Committee
- RESOLVED:
that Mrs. Atkins and Mr. Denton represent the Council
- 2016/95 Appointment of Members to the Churchyard Working Party
- RESOLVED:
that Ms. Atkins and Mr. Denton represent the Council at meetings with representatives nominated by the Parochial Church Council to discuss the maintenance of the closed Churchyard
- 2016/96 Appointment of MAD News Correspondent
- RESOLVED:
that the Clerk write a monthly article on Parish Council business for the village newsletter
- 2016/97 Review of Effectiveness of Internal Audit Working Party
- RESOLVED:
that Mr. Hillis and Mr. Hoath serve on the review of effectiveness of internal audit working party, to review the effectiveness of the internal audit and to report back to Council.
- 2016/98 Appointment of members to represent the Council at meetings of the Community Facilities Steering Group
- RESOLVED:
that Miss Mander and Mr. Walton represent the Council
- 2016/99 Parishioner of the Year Award working party
- RESOLVED:
that Mr. Hillis and Mr. Steere form a working party to consider nominations for the Parishioner of the Year Award, produce a short list for Council, and to administer the arrangements for the Certificate.

2016/100 Staff Working Party

RESOLVED:

that Mrs. Mrs. Hill and Mr. Hoath form a working party to consider staff issues as per the adopted terms of reference

2016/101 Appointment of members to the Community Facilities Working party

RESOLVED:

that Miss Mander, Mrs. Hill and Mr. Walton together with the clerk, consider funding for community facilities in accordance with the terms of reference adopted by Council on 9th March 2016

2016/102 Appointment of Representative to Police Neighbourhood Action Group

RESOLVED:

that Ms. Atkins represent the Council

2016/103 Appointment of member as point of contact for allotment issues

RESOLVED:

that Mr. Hillis be appointed as the point of contact for issues arising relating to allotments

2016/104 Minutes of the meeting held on 13th April, 2016

The minutes were approved and signed as a true record of the meeting,

2016/105 Matters arising from the meeting held on 13th April, 2016

The Queen's Birthday Celebrations

Council noted that the road closure application for Morland Road on 12th June, and the grant application had been lodged with the Vale of White Horse District Council.

Proposed Bus Stops A338 – Faringdon Road/Abingdon Road, Tubney junctions

Council noted that Frilford Parish Meeting had advised that the County Council had agreed to fund the bus stops in the A338. A site meeting was being organised by the County Council to discuss the precise locations. Mr. Walton offered to attend a site meeting if required.

Sheepstead Road – Street Lighting

Council noted the response from the County Council regarding

replacement columns. 2 columns in Sheepstead Road had been cut down owing to them rusting and concerns that they could fall. Unfortunately the County Council was unable to carry out replacement work at that time, and were unable to provide a timescale. The Clerk would forward correspondence to Cllr. R. Webber, County Councillor.

Height of development opposite The Crown Public House

The Clerk was able to confirm that these houses were 2 storey in height, however, the application to discharge the planning conditions, one of them the approval of ground levels, had not been approved.

Youth Shelter – Painting

It was reported that the usual contractor for the Council was unable to provide a quotation for repainting the shelter at this moment in time, owing to commitments elsewhere. Council discussed the possibility of youngsters painting it themselves. The work required would include smoothing rough edges on wooden plank seating, It was noted that a new youth worker was due to start employment in the area in July.

RESOLVED:

- (i) that enquiries be made, in the first instance of Mrs. Ricketts, former youth worker, to see whether she could arrange for the painting to be undertaken.
- (ii) that if this were not possible, then the Church be approached, as the Church was the employer of the new village youth worker, as he may be able to assist.

2016/106

Public Participation

There were no members of the public present.

2016/107

Planning Applications

a) Decisions on previous applications

P16/V0141/FUL Variation to condition to demolition of existing house and garages and erection of new dwelling and detached garage
Beechfield House, Woodside
Approved 26th April 2016

Installation of equipment cabinet with a volume not exceeding 2.5 m³
Arqiva Transmitting Station, Manor Farm, Mill Road
This was determined as permitted development without the requirement of a formal planning application

b) Applications dealt with prior to the meeting

The Clerk, in connection with the following application, placed on record that she was related to the agent for the applicant.

P16/V0825/HH Two storey extension and detached store/hobby room in the rear garden
5 Haines Court

For: Dr. and Mrs. R. Edeson

Council discussed the application and considered it to be in keeping, generally sympathetic to the area, and it did not cause any overshadowing.

The Chairman called for a show of hands for those in support of the application

In support	Against	Abstention
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6	0	0
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Comments: Council supports the application for the reasons set out above

P16/V0992/RM Reserved matters for the construction of 36 units

Land off Packhorse Lane, at Priory Park

For: Matthews Homes Ltd

Council discussed the application. No bungalows had been included in the layout. The concerns regarding the access to the site had not been taken into account. The public open space area was a pond, houses were too close to the listed building and its setting was affected There was a lack of wheelie bin collection areas, and the sweep of the dustcart would affect pavements. Some of the materials referred to were not in keeping with Marcham.

The Chairman called for a show of hands for those in support of the application

In support	Against	Abstention
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0	6	0
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Comments: Council objected to the application for the reasons set out above

d) Planning Correspondence

Letter received from owners of Marcham Mill confirming that they had already liaised with the Environment Agency regarding their project. They wished Council to be advised of this, as the Council had, when responding to the District Council, requested consultation with the Environment Agency take place regarding the diversion of the watercourse.

- 2016/108 District Councillor's Report – Cllr. Mrs. C. Webber
Cllr. R. Webber covered District matters within his report.
- 2016/109 County Councillor's Report – Cllr. R. Webber
Potholes - These had been recorded on fix my street. Most had been repaired. There were issues at Sheepstead Road, where the width was narrow and road edges were in need of repair. Cllr. Webber asked to be advised of the specific incidences.
- Unitary Authorities - The future local government of the area was under discussion. A company was being employed to undertake an independent study into all the options. Reports were expected in the Summer. He advised that if the Parish Councils in the county did not take up some devolved powers, then the County Council's position as unitary authority would weaken. Cllr. Webber suggested a meeting of the parishes within his division to explore the options of devolved powers. It was suggested that consideration should be given too, to the District Councils position, as well as that of the County Council. A vote on whether parishes should meet was requested.
- The Chairman called for a show of hands, for those members in support of Cllr. Webber co-ordinating a meeting of parishes within his division to discuss devolved powers from the County Council.
- | In favour | Against | Abstention |
|-----------|---------|------------|
| 4 | 1 | 1 |
- Cllr. Webber agreed to pursue arrangements for a meeting.
- 2016/110 Miss. R. Atkins left the meeting at 8.35 p.m.
- 2016/111 County Councillor's Report – Cllr. R. Webber continued
New Community Facilities Discussions were still continuing with the planning officer, particularly in regard to affordable housing. The closed season for bats may interfere with programme dates for construction should planning consent be granted.
- Members agreed to bring the following agenda item forwards in the meeting.
- 2016/112 A415 – Speed Limit A34 to village
Council noted the response from the County Council. A speed limit reduction would need to comply with Department for Transport guidelines. The first step would be to undertake a speed survey in order to assess the appropriate limit for the road. The cost of this would be £100 + vat per survey. The total cost for legal, administrative work and consultation then signage would be in the region of £3500 if a speed

reduction were agreed. Council discussed undertake an initial speed survey. Given the proximity of the site to Abingdon town, it was suggested that an approach be made to Abingdon Town Council to share the cost of an initial survey.

The Chairman called for a show of hands for those in favour of allocating £300 plus vat from reserves to undertake a speed survey.

In favour	Against	Abstention
5	0	0

RESOLVED:

- (i) that enquiries be made of Abingdon Town Council to see whether it would contribute to the cost of a joint survey.
- (ii) that the sum of up to £300 plus vat be allocated from reserves to fund a speed survey on the A415 between the village and the A34

2016/113

Annual Meeting of Electors

Arrangements for the annual meeting of electors was discussed. The Chairman would arrange refreshments from the community shop. The Clerk had enquired of the Environment Agency as to the names of the speakers giving the presentation. Members recalled that in a previous year, some electors attending had requested sight of Parish Council accounts in advance of the meeting. It was noted that these were available on the website. The Clerk and Chairman would discuss the agenda and format for the event.

2016/114

Play Area – Inspection report

Council noted the play area inspection report. Most items were satisfactory. One seat on the cradle swing had slight damage but was serviceable, the fork chains were worn, and it was recommended to change these at the next service, the seesaw had a small spit in the base plate which was being monitored, the padlock on the vehicle access gate had disappeared, and in the youth shelter the wooden plank seat had some rough edging. There too was a possible trip hazard to the base slabs.

RESOLVED:

- (i) that a quotation be sought the replacement chain on the cradle swings.
- (ii) that the missing padlock on the vehicle access gate be replaced.
- (iii) that items on the youth shelter and see saw be monitored.

- (iv) that consideration be given to smoothing out any possible trip hazard in the youth shelter slabs, and/or painting the edge with a yellow paint line.

2016/115 Allotments

Council considered a draft outline process for renting an allotment which could be displayed on the website. Various suggestions for alterations were made.

RESOLVED:

- (i) that the process for renting an allotment as appended to these minutes be approved.
- (ii) that further quotations for the clearing of the Parkside corner of the allotment be obtained.

2016/116 Oxford Minerals and Waste Core Strategy – Consultation on additional documents

Council noted the consultation on the additional documents which would form part of the Minerals and Waste Core Strategy.

RESOLVED:

Council had no comments to make

2016/117 Community Facilities Working Party / S. 106 working party

Council received a report from the working party. Meetings had been held with VAT adviser to discuss vat implications. His report had been circulated to members. A meeting had been arranged with the s. 106 officer from the Vale of White Horse District Council.

Council discussed the vat advice from the consultant and it was suggested that in the interests of co-operation with other parties, that it be sent to the Anson Trust, its proposed developer, and to the Community Facilities Steering Group.

RESOLVED:

- (i) that the working party report be noted
- (ii) that the written advice regarding vat on new community facilities be sent to the Anson Trust, its developer, and Community Facilities Steering Group

2016/118 The duration of the meeting had been 2 hours and Council resolved to suspend standing order no. 1a in order to allow business to be continued

2016/119 North Street - Footway

Council noted an update report on the provision of a footway in north

Street between The Gap and Howard Comish Road. One indication of costs had been provided. Utility plans had been obtained. Should the Parish Council undertake the work, further quotations would be required. Any s. 106 funding would be discussed at the meeting planned with the Vale of White Horse District Council's s. 106 officer

RESOLVED:

- (i) that the Clerk progress the matter to the next stage, by liaising with Oxfordshire County Council regarding the Parish Council undertaking highway works.
- (ii) that enquiries be made as to other possible contractors and quotations.

2016/120

Correspondence

- a) Oxfordshire County Council – Closure of bridleway 17. Notice for publication.
- b) Vale of White Horse District Council – Addition of the name Packhorse Cottage, to the postal address 29 Packhorse Lane.
- c) Oxfordshire County Council – Notification that as it develops its bid to central government for change, it wishes to work with parish/town councils in developing a local government model that combines the advantages of scale offered by a county wide model with local accountability.
- d) Copy letter from Cllr. R. Webber to ministers regarding planning appeal in Drayton.
- e) Letter from parishioner regarding condition of road edges in Sheepstead Road.
- f) Vale of White Horse District Council – Community Infrastructure Support Officer
To note the District Council has appointed a community infrastructure support officer who co-ordinates the planning and delivery of infrastructure secured through s. 106 legal agreement processes.
- g) Vale of White Horse District Council waste – tours/waste collection
A tour has been arranged for Ardley incinerator Monday 4th July at 10.00 a.m. and for the Crowmarsh composting facility (anaerobic digester) on Thursday 23rd June. Additional garden waste collection during the week commencing 16th May.

2016/121

Accounts

The Clerk presented the receipts and payments accounts for the year ending 31st March 2016 which was considered by Council. It was suggested that the gift of £180,000 received by Council be shown separately. Council noted the list of cheques numbered 2839 to 2851 to be signed and authorised payments totalling £4784 in respect of

administration costs, audit and vat advice costs, play area inspection, litter collection, utility service maps and grass cutting.

The Chairman called for a show of hands for those in favour of re-presenting the accounts showing an earmarked sum of £180,000

In favour	Against	Abstention
4	0	1

RESOLVED:

- (i) that Council approves the account figures for the year ended 31st March 2016
- (ii) that the sum of £180,000 be shown separately earmarked for community facilities and re-presented at the next meeting for signing.

2016/122

Matters raised by members for information

Bridleway 17 – Marcham Mill

It was reported that unfortunately barriers installed to safeguard the public, owing to the hole in the bridge, and preventing access to the bridge, had been partly removed. This had been reported to the County Council.

Letter to member – social housing allocation

Reference was made to a letter received by Mr. Denton regarding social housing allocation. The Clerk advised that it was not appropriate for the Council, as a corporate body, to become involved in the personal circumstances of one family, but it could contact the Vale of White Horse District Council in general terms. Members suggested that Mr. Denton refer the letter to the District Councillor, Cllr. Mrs. C. Webber should he wish to do so.

A415 – Speed Limit

It was reported that East Hanney Parish Council had purchased a speed gun. It was suggested that it may be possible to hire it for use in Marcham. The clerk was asked to include an item on the next agenda to discuss this.

Howard Cornish Road / A415 junction

It was noted that the grass at this junction was becoming long, and would soon be in need of cutting. The Clerk would draw this to the attention of the County Council.

Elwes Road – street nameplate

It was reported that the street nameplate in Elwes Road was in a poor condition, and was in need of replacing. The Clerk would contact the Vale of White Horse District Council.

Illness

The Chairman would write to Mr. Cumber and wish him well in his recovery following surgery. The Chairman, commented on Ellis Downes who drowned in the river Thames at the beginning of the month. She would write to his grandparents who lived the village.

2016/123

Items for MAD News

Council noted items to be included in the March issue for MAD News.

2016/124

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 8th June, 2016 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 10.00. p.m.

Signed Date