

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 13th January, 2016 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Mr. C. Bough, Mr. M. Denton, Mrs. S. Hill, Mr. M. Hillis, Mr. M. Hoath,
Miss R. Mander, (Chairman), Mr. D. Walton
Clerk: Mrs. L. Martin
Cllrs. R. Webber (County Councillor)
Joined by Mr. W. Cumber

- 2016/1 Apologies for absence
Apologies had been received from Mrs. R. Atkins (work commitments) and Cllr. Mrs. C. Webber (District Councillor) who was attending a District Council meeting.
- 2016/2 Declarations of Interest
There were no declarations of interest.
- 2016/3 Minutes of the meeting held on 9th December, 2015
The minutes of the meeting held on 9th December, 2015 were approved and signed as a true record of the meeting.
- 2016/4 Cllr. W. Cumber joined the meeting at 7.34 p.m.
- 2016/5 Matters Arising from the meeting held on 9th December, 2015

Letters of thanks for grants awarded
Council noted letters of thanks for grants awarded had been received from Wantage Independent Advice Centre, Marcham Senior Citizens Club, Oxfordshire Association for the Blind and the Anson Trust.
- Public Footpath 292/9 – The Priory
Council noted the response from Oxfordshire County Council's footpath's officer. This indicated that the Rights of Way officer when commenting on the original planning application had asked that pedestrians using the right of way be protected from vehicles. It was suggested that evidence be gathered when there was conflict between pedestrians and vehicles, and a joint approach could be made to the planning officer.
The clerk was asked to request local residents to help record relevant incidences. The clerk was asked if the footpath was to remain in its diverted route or be restored to the original line. The clerk responded that from a conversation with the rights of way officer, the intention was to restore the footpath to the original line.

Mill Road – Bridleway to Drayton 293/17

The clerk reported that the Department of Transport had granted a further closure order for a period of 12 months until January 2017.

Affordable Housing - allocation

Council noted the response from the Vale of White Horse District Council regarding affordable housing allocation. On new development sites 40% of housing would be affordable. 20% of that would be for people with a very strong local connection, defined as living in the parish for 5 years out of the preceding 8 years, or having previously lived in the parish for at least 5 years and parents or children still lived there and have done so for 10 years. The clerk was asked to place an article in MAD News regarding the mechanism for registering for the housing waiting list. Questions were asked as to local connection in perpetuity, and why that could not be the case. A question was also asked about a second house in Longfields which may have been sold. The clerk would make enquiries as to both questions.

Kings Field Development – Vanderbilt Homes – Footpath

A question was asked as to whether there had been any further responses regarding the footpath linking Kings Field phase I development with Howard Cornish Road. The clerk confirmed there had been some exchanges with the solicitor acting for Vanderbilt Homes prior to the Christmas break, and the letter sent to the planning officer had been sent to the solicitors, but no detailed response had been received from them.

2016/6

Public Participation

There were no members of the public in attendance.

2016/7

Planning Applications

a) Decisions on previous applications

P15/V2661/LDP Two storey rear extension
Pinetops, Woodside, Frilford Heath
Lawful development certificate 4th January 2016

P15/V2663/HH Rear dormer window to previous
extension. Internal alterations and construction of rear
dormer window to garage
Pinetops, Woodside, Frilford Heath
Permitted 5th January, 2016

b) Applications dealt with prior to the meeting

P15/V2864/LB Take down upper part of existing wagon entrance to Tithe Barn, removing 20th century alterations, replace doors to original height, construction of stone gable and reform roof covering with Stonesfield slate
15 Church Street
For: Mr. J. Duffield
Comments: Council had no objections

d) Applications for consideration at the meeting

There were no applications to be considered.

Mr. Walton raised a query relating to the timescale for the Parish Council response to the District Council on the planning application for new community facilities which had been lodged by Thomas Homes and The Anson Trust. As this was a major application he suggested that the Parish Council discuss the details at the March meeting of the Council. Council agreed in principle and asked the clerk to see whether an extension of time for comments to early March could be agreed.

2016/8

County Councillor's Report

Air Quality – A meeting had taken place with Jason Sherwood, Roads Agreement Manager, Oxfordshire County Council, Tim Williams, Environmental Health Officer, Vale of White Horse District Council. A possible gated access for the A415 had been suggested. This would restrict vehicles as they passed through the bends on the A415, thereby helping with pollution. Officers were going to obtain a firmer idea of costs for a ban or a limit through Marcham.

Drayton Neighbourhood Plan – This was under threat by 2 planning major applications neither of which were on sites identified within the Neighbourhood Plan. A determination was expected on 27th January.

Oxfordshire County Council – Budget – Savings required of the County Council now amounted to £70 m rather than £50 m as previously thought. Budget setting would be difficult.

Road repairs – Dragon patcher

A Council member commented on the County Council's "dragon patcher", which had been used within the village to repair potholes. This was a vehicle, with an inbuilt fire emitting nozzle, operated by only 2 people, and which undertook rapid repair to potholes.

2016/9

District Councillor's Report – Cllr. C. Webber

In the absence of Cllr. Mrs. C. Webber (District Councillor) Cllr. R. Webber had included reference to District Council matters in his report.

2016/10

Budget 2016/17

Council carefully considered the current balances, the likely balances at the year end, the effect of the Council Tax Reduction Scheme, and the budget for 2016/2017. Discussion was had as to weed spraying, and the number of properties on new housing developments which would be occupied and paying council tax, but which had not been taken into account when the District Council had calculated the tax base.

RESOLVED:

- (i) that the total amount required from the Vale of White Horse District Council be set at £42000
- (ii) that this be made up of expected grant of £619 and £41381 charged to residents by way of precept.
- (iii) that a letter be sent to the Leader of the Vale of White Horse District Council enquiring the amount that the Parish Council could expect to receive from the additional council tax paying dwellings, and encouraging the District Council to count new housing into the tax base as soon as possible.
- (iv) that the handyman be asked to clear dead weeds following weed spraying

2016/11

Community Facilities

Council considered the terms of engagement from the Solicitor advising on community facilities.

RESOLVED:

- (i) that the terms of engagement be accepted
- (ii) that instructions to the solicitor be agreed item by item.

2016/12

Vanderbilt Homes – public open space

Council noted that the public open space area which it was to take on was in poor condition. It was holding ponding water in some areas. This was particularly the area where the site cabins had been located, and the ground was compacted. There was easy access to the grass area by vehicles and it could potentially be used for overflow parking, or used by delivery lorries. Mr. Denton had spoken to the site manager who had agreed it was not satisfactory.

RESOLVED:

that a letter be sent to Vanderbilt Homes requesting that action be taken to restore the land to a satisfactory condition before

being taken over by the Parish Council:
this to include proper drainage,
replacement of soil/grass, and means of
restricting vehicular access.

2016/13

Grant Application

Council considered a grant application from South and Vale Carers Centre.

RESOLVED:

that a grant of £100 be awarded under s. 137 Local Government Act 1972 to the South and Vale Carers Centre for the 2015/16 financial year.

2016/14

Grass Cutting

Council considered a suggestion by the grass cutting contractor that an additional cut of the central arboretum area would be beneficial, as the length of the grass had become exceptionally long.

RESOLVED:

that an additional cut not be undertaken, and that the grass be left until the start of normal grass cutting season in March.

2016/15

Risk Assessment

Council noted the risk assessment as prepared by Mr. Hoath. Checks on individual items of property and the monitoring process to be followed had been included. A green, amber, red system of checks was suggested. Members to inform the clerk of any issue which had become a more significant matter and moved to a "red" status.

The Chairman called for a show of hands of those in favour of adopting the risk assessment as drafted

In favour
8

Against
0

RESOLVED:

- (i) that the risk assessment as presented and attached to these minutes be adopted
- (ii) any suggestions for alteration or changes to the risk assessment be notified to the clerk and Mr. Hoath.

2016/16

Correspondence

- a) OALC – December update
- b) OALC – Training 27th January, preparing for financial year end, and on 10th February - meeting internal audit requirements.

RESOLVED:

to fund attendance at these training events for the clerk should she wish to attend.

c) Hill Aggregates – magazine

2016/17

Accounts

Council noted the report on the accounts as at 31st December 2015. Council noted the list of cheques numbered 2808 to 2813 to be signed and authorised payments totalling £2363.33 in respect of administration costs, grass cutting, play area checks and bench seat.

2016/18

Matters Raised by Members

Sheepstead Road

It was reported that there were numerous potholes on the western side of Sheepstead Road opposite the Vanderbilt housing development. These required digging out and new tarmac. The white gate village entry point had also been relocated.

X30 Bus Route – Bus Stops

Parishioners had mentioned that the X30 bus which travelled along the A338 had no bus stop between Oxford Instruments and Budgens. There was a requirement for one at the junction of Faringdon Road and the A338 for the benefit of the residents in the area of the Dog House Public House. This would be supported by Frilford Parish Meeting. The clerk was asked to place this item on the agenda for the February meeting.

A415 – Speed of Traffic

There had been a fatal accident on the stretch of the A415 between the A34 and the village. It was suggested that Council consider whether a speed reduction for this section of road was required. The clerk was asked to place this item on the agenda for the February meeting.

Anson Field – Felling of walnut tree

A member expressed her disappointment at the way in which the Anson Trust had suddenly felled the old walnut tree next to the car park area. This had been done in a way which was not open and transparent.

Village Map

A member showed a copy of a village map drawn some years ago. He suggested that this be updated to show the new housing developments and new village roads.

Defibrillator

A member suggested that consideration could be given to siting a

second defibrillator within the parish. Council agreed that this could be investigated. The clerk would include the matter as an agenda item for future discussion.

2016/19 Items for Marcham and District News
The Clerk would prepare an article for MAD News.

2016/20 Date of Next Meeting
The next meeting of the Council would be held on Wednesday 10th February, 2016 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.20 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 10th February, 2016 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Mr. M. Denton, Mrs. S. Hill, Mr. M. Hillis, Mr. M. Hoath, Miss R. Mander, (Chairman), Mr. D. Walton
Clerk: Mrs. L. Martin
Cllrs. R. Webber (County Councillor), Mrs. C. Webber (District Councillor).

3 members of the public

- 2016/21 Apologies for absence
Apologies had been received from Mrs. R. Atkins, Mr. C. Bough, and Mr. W. Cumber.
- 2016/22 Declarations of Interest
The Chairman reminded members of the Code of Conduct and principles of public life, and the requirement to declare interests.
- Mr. Hoath declared an interest in the agenda item relating to the planning application by the Anson Trust/Thomas Homes in that he was a director of the Anson Trust. He stated he had no pecuniary interest. Mr. Walton and Miss Mander declared an interest in the agenda item relating to the planning application by the Anson Trust/Thomas Homes in that they were members of the Community Facilities Steering Group which was considering new facilities. Mr. Denton declared an interest in the agenda item relating to the planning application by the Anson Trust/Thomas Homes in that he was a representative for the Church on the Community Facilities Steering Group.
- 2016/23 Minutes of the meeting held on 13th January, 2016
The minutes of the meeting held on 13th January, 2016 were approved and signed as a true record of the meeting.
- 2016/24 Matters Arising from the meeting held on 13th January, 2016
Budget 2016/17
The Clerk was asked to circulate the budget papers to all members and to attach them to the minutes of the January meeting.
- Public Open Space – Vanderbilt Development
The Clerk reported correspondence with Vanderbilt. Mr. Denton reported that he had met with the site foreman to discuss the problems of ponding of water on the public open space, the road edgings, and footpath alongside the trees. The Clerk would refer back to Vanderbilt's Head office.
- 2016/25 Public Participation

There were no matters raised.

2016/26

Planning Applications

a) Decisions on previous applications

P15/V2864/LB Take down upper part of wagon entrance, remove 20th century alterations. Replace doors to original height. Construct stone gable and reform roof with Stonesfield slates.

The Tithe House, 15 Church Street

Permitted

21st January, 2016

b) Applications dealt with prior to the meeting

None received

d) Applications for consideration at the meeting

Mr. Hoath, having declared an interest, withdrew from the Council and sat with members of the public.

P15/V3042/O Conversion of the Anson Institute building, North Street to 3 apartments (2 x 2 bed, 1 x 1 bed) and erection of 5 dwellinghouses (4 x 3 bed and 1 x 4 bed)

Erection of 5 x 4 bed dwellings along with new community building, multi-use games area, and rearranged sports pitches on The Anson field

Erection of nursery building on the Anson field

At the Marcham Institute, North Street and The Anson Field, Morland Road

For: The Anson Trust and Thomas Homes Ltd

Members discussed this application. Concerns were raised regarding the finish of the hall which was open to considerable debate, lack of overflow car park, the requirement to protect trees, inadequate space for waste and dust carts, water run off area, the roadway and car park surface finish, the need to protect pedestrians, a wider access off Morland Road, implications of lighting and effect on nearby properties. The proposed footpath from the south of the hall should link into the public footpath which ran east/west alongside the Anson field.

In favour of fully supporting 5 Against 0
Comments: The proposal provided the much needed village hall, a detailed analysis of possible sites had shown the Anson field to be preferred, an improvement in sports facilities resulted with the chance of better changing facilities and the potential for indoor sports. The street scene and road width at the North Street site would be much improved, however the concerns raised above should be notified to the District Council.

It was suggested that a Council working party be set up to consider the detailed proposals regarding finishes of any new building, if approved, and funding opportunities.

Mr. Hoath rejoined the Council.

P16/V0266/HH Erection of 4th bedroom on first floor over existing single storey extension
25 Packhorse Lane

For: Mr. J. Cram

In favour of fully Supporting 6

Comments: The proposal appeared appropriate for the size of the plot. The Council would like to see a footway at the front of the site to link existing footway.

2016/27

County Councillor's Report – Cllr. R. Webber

Budget – The 2016 budget was highly contentious. Government had available £100m for shire counties over a 5 year period, but Oxfordshire was likely to receive very little of it. Savings had to be made of £65million. Areas identified for cuts were children's centres, adult social care and bus services. A unitary authority would save money.

2016/28

District Councillor's Report – Cllr. Mrs C. Webber

Local Plan Inquiry – This was into its second stage. The Inspector, Malcolm Rivett was extremely conscientious.

Grant Funding – Grant funding was available from GLL Sports Foundation for talented young sport stars. Cllr. Mrs. Webber would provide information to the Clerk about this.

Packhorse Lane – Development rear of The Red house and at 7

Packhorse Lane – It was understood that Sweetcroft Developments Ltd had felled a tree subject to a tree preservation order. A local resident was raising this matter with the Tree Officer at the Vale of White Horse District Council.

Priory Park - Cllr Webber was dealing with issues raised by residents

in connection with this new development. These related to relocation of gas piping, blockages with building rubble, in drainage systems, and street lighting.

2016/29

Longfields

Housing

Council noted that Sovereign Housing Association had contacted tenants of Longfields outlining a pilot scheme offering tenants an opportunity to purchase their properties. As Longfields was a rural exception site with restrictions on sale, the Clerk had made enquiries of the Housing Association. Council noted the response. This indicated that the Longfields homes would not be eligible for the Voluntary Right to Buy. However, letters had been sent to all tenants to give them time to find out more and consider options before any national scheme was launched later in the year.

Council discussed the response and it was

RESOLVED:

that a letter be sent to Sovereign Housing Association requesting:

- (i) that there needed to be adequate internal administrative procedures to ensure that no sale took place.
- (ii) that a letter be sent to Longfields tenants to clarify the first letter and to state that there was never any intention that a Right to Buy would exist for those properties.

Play Area

Council noted that formal notice had been received on 9th January from W. Cumber & Son (Theale) Ltd to terminate the Licence arrangements for access to the Longfields play area. The notice referred to waiving the required 6 months notice period in the circumstances. The Clerk had asked for clarification of the circumstances. Council was of the opinion that the Licence had a value and it was

RESOLVED:

- (i) that a substantial sum be requested for early surrender of the Licence
- (ii) that the matter be delegated to the Clerk in consultation with the Chairman to finalise the sum involved.

2016/30

Petition to Vanderbilt Homes

Council noted a copy of a petition signed by 21 residents in Longfields

and Kings Avenue which they had sent to Vanderbilt Homes requesting that the trees that run in the strip alongside Longfields be maintained and cut back.

RESOLVED:

- (i) that the Council would support the residents in their request.
- (ii) that the Council would support the trees with the Tree Preservation Orders forming the western screen be retained, and the Leylandii trees on the Eastern side be removed.
- (iii) that the lawyers acting for Vanderbilt be asked as to progress

2016/31

Sheepstead Road

Council considered correspondence received from a resident in connection with the state and condition of Sheepstead Road. This expressed concern at damage caused by developers, dangers to users, particularly cyclists and suggested improvements that could be made. The request included that any future planning application for land off Sheepstead Road ensure that the road is brought up to an appropriate standard with sufficient lane widths, kerbs, and gully drainage. Council noted that Vanderbilt developers had filled in some potholes, and that the edging was to be cut out and fully restored once the site works were finished.

RESOLVED:

That the matter be referred to Cllrs. R and C. Webber. The County Council to monitor road restoration, and the District Council, in any new application to require a traffic management plan.

2016/32

Priory Park – A415

Council considered damage to kerb edging and verge at the entrance to the site off the A415. Concerns were raised that the footway from the development Eastwards alongside the A415 had not been constructed. Council considered a suggestion that the former sales office car parking area within the development be retained for visitor parking.

RESOLVED:

- (i) that a letter be sent to Persimmon Homes, copied to the District Council's planning officer, requesting a) repairs be undertaken to damaged road edging on the A415 at the entrance to the development site, b) the footway to the

traffic lights alongside the A415 to be installed c) sales office car park area to be retained for visitor parking.

2016/33

A415 – Section from A34 to Marcham/Frilford

Council considered a suggestion that the section of road from the A34 to Marcham village and to the A338 have a reduced speed limit. Council noted that there had been a fatal accident on that stretch of road between the village and A34 in December 2015. Gating was suggested, that would mean two sets of traffic lights which controlled traffic flow through the centre of the built up area.

RESOLVED:

that the County Councillor, be asked to seek preliminary advice from the County Council as to what measures might be possible.

2016/34

A338 Bus Stops – X30 Service

Council noted comments from parishioners raised by a member at the last meeting, that a bus stop at the Dog House/A338 junction would be beneficial.

RESOLVED:

that the residents concerned raise this directly with the bus company.

2016/35

Cllrs. R and C. Webber left the meeting at 9.10 p.m.

2016/36

Defibrillator

Council considered siting a second defibrillator within the village. This was generally thought a good idea. One suitable location would be the primary school on an external wall.

RESOLVED:

that an enquiry be made of the Primary School to ascertain whether consent could be granted to site a defibrillator on an external wall at the front of the school.

2016/37

Annual Meeting of Electors

Council considered possible dates and speakers for the Annual Meeting of Electors. The school hall was available on 18th and

25th May. Suggested speakers were the Environment Agency on the Oxford Flood Relief Scheme and Healthwatch who supported healthcare within Oxfordshire, and possibly a demonstration on how to use a defibrillator.

RESOLVED:

that the Clerk progress arrangements for the Environment Agency to be the main speaker.

2016/38

Parishioner of the Year

Council discussed the parishioner of the year award and selected the recipient for the 2015 year. The award would be presented at the annual meeting of electors in May 2016.

2016/39

Correspondence.

- a) Letter of thanks for grants awarded – received from South and Vale Carers Centre and Friday Club.
- b) OALC – January update
- c) Oxfordshire County Council – Minerals and Waste Local Plan. Part I core strategy had been submitted to the Secretary of State. The inspector's report was expected in the Summer 2016.
- d) Freshwater Habitats – Information as to that Thames Water for Wildlife Project – a survey to find polluted water in the river Ock/Thames area. Council requested that this information be passed to Dr. Eric Dunford.
- e) OALC – Training – Roles and Responsibilities and Employment.

2016/40

Accounts

Council noted the report on a meeting of the Working Party which had undertaken a review of the effectiveness of the internal audit. This had concluded that it believed that the Council's system for internal financial control was satisfactory, and that the internal audit met the standards for scope, independence, competence, relationships, planning and auditing which were recommended by the National Association of Local Councils. A risk assessment had been carried out within the last 12 months. Copies of the audit plan (ref:3 and terms of reference for the internal auditor ((ref:2) had been supplied to members. The Working Party recommended that any large sums of money gifted for the benefit of the community be earmarked and restricted to projects for community benefit to avoid misunderstanding that they can be used to offset precept levels.

RESOLVED:

- (i) that the report and recommendations of the Working Party be accepted

- (ii) that the Council earmark the sum of £180,000 and interest earned, gifted to the Council from the Kings Field development phase I, for use for projects for community benefit.
- (iii) that the terms of reference for the Internal Auditor (ref: 2) and the Audit Plan (ref: 3) be accepted

Council noted the list of cheques numbered 2814 to 2821 to be signed and authorised payments totalling £1994.69 in respect of administration costs, play area checks and repairs, litter picking, allotment water costs, and grants.

2016/41

Matters Raised by Members

The Croft – manhole cover - It was reported that this had now been repaired. Thanks were placed on record to the Clerk for arranging this.

North Street – footpath – handrail

The Clerk was asked to make enquiries of the contractor as to when the handrail work was to be undertaken.

North Street – footway

The Clerk was asked to provide an update at the next meeting on a footway for North Street.

2016/42

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2016/43

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 9th March, 2016 in the residents’ lounge at 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 9th March, 2016 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Miss. R. Atkins, Mr. W. Cumber, Mr. M. Denton, Mrs. S. Hill, Mr. M. Hoath,
Miss R. Mander, (Chairman), Mr. D. Walton
Clerk: Mrs. L. Martin
Cllrs. R. Webber (County Councillor), Mrs. C. Webber (District Councillor)
from 7.45 p.m.
1 members of the public

- 2016/44 Apologies for absence
Apologies had been received from Mr. C. Bough (away) and Mr. M. Hillis (work commitments).
- 2016/45 Declarations of Interest
There were no declarations of interest.
- 2016/46 Minutes of the meeting held on 10th February, 2016
The minutes of the meeting held on 10th February, 2016 were approved and signed as a true record of the meeting, subject in the list of those attending to changing "Mrs" in front of R. Atkins to "Miss".
- 2016/47 Matters Arising from the meeting held on 10th February, 2016
Annual Parish Meeting
The date of the annual parish meeting had been agreed as 25th May. The guest speaker will be the Environment Agency to talk about the Oxford Flood Relief Scheme.
- North Street steps – handrail
The contractor had been reluctant to install in the handrail owing to the fact that the owner had passed away. The Clerk had obtained permission from the executors to proceed. The contractor had been instructed to undertake the work as quickly as possible.
- A338 – Bus Stop at junction of Faringdon Road
It was reported that the residents who had requested a bus stop at the Faringdon Road junction of the A338 had contacted the bus company and other parishes, as well as the County Council. The County Council had limited funds. It was suggested that Marcham Parish Council might contribute to the cost. The Clerk was asked to include this item on the agenda for the next meeting.
- 2016/48 Public Participation
The member of the public present addressed Council regarding the security and protection of houses in Kings Avenue which backed onto the new proposed path leading from the Vanderbilt development to Howard Cornish Road. He asked that timber security fencing be erected.

2016/49

Planning Applications

a) Decisions on previous applications

There were no planning decisions to report.

b) Applications dealt with prior to the meeting

P16/V0134/FUL Variation of condition 2 on
P15/V1444/FUL Gable end window removed and 2
roof lights added
Peartree Cottage, 7 Packhorse Lane
For: Sweetcroft Homes
Comments: Council had no objection

d) Applications for consideration at the meeting

There were no applications to consider.

2016/50

District Councillor's Report – Cllr. Mrs C. Webber
Priory Park (Abbots Grange)

Cllr. Mrs. Webber reported that there were still issues regarding the Priory Park development with which the residents were not happy. She was trying to assist. She had not been successful in securing a segregated area for pedestrians.

Unitary Authorities

Proposals had been put forward by the District Councils and the County Council regarding the formation of unitary authorities. The District Councils preferring 5 new authorities to include parts of South Northants and Cotswold District Council.

2016/51

County Councillor's Report – Cllr. R. Webber

Cllr. R. Webber – the District Councils had presented proposals for new authorities as taking over the function of the County Council. The law required all Councils to disband and new councils to be set up. The Secretary of State would make any decision required. There had been general disquiet at the proposal by the District Councils. The County Council had first proposed a single unitary authority for the whole county, and was working towards this.

2016/52

Longfields

Housing

Council noted that Sovereign Housing Association had taken into account the comments regarding advising tenants in Longfields that the right to buy proposals did not apply to them, and would bear them in mind when next writing to the tenants.

Play Area

Council noted that following delegated powers given to the Clerk at the last meeting, a decision was made, in consultation with the

Chairman, to surrender the Licence for the play area with effect from 1st March 2016, without payment for early surrender, from the Licensor. A formal Notice advising users of the area had been erected on site.

2016/53 Affordable Housing on new build sites – Allocation of properties
Council noted further comments from the District Council regarding the retention in perpetuity of affordable housing on new build sites allocated for those residents with a strong local connection. The current allocations policy was introduced in 2013 following a period of consultation and the Parish Council would be invited to comments, as a consultee, next time a review took place.

2016/54 Community Facilities
Council considered setting up a working party to review funding opportunities and vat implications for new facilities and to look at the detailed requirements of a village hall. Council considered draft terms of reference for such a working party. It was generally felt that the issue was not just identifying funds, but ensuring they became available and progressing acquisition of funds through to delivery.

RESOLVED:

- (i) that a working party comprising, the Clerk, Mrs. S. Hill, Miss R. Mander, and Mr. D. Walton be established to review funding opportunities, acquire funding and to look at detailed requirements of a hall
- (ii) that the terms of reference for the working party be as set out in the appendix to these minutes.

2016/55 Vanderbilt Homes
Council noted a response from Vanderbilt Homes regarding the footway to Howard Cornish Road This was to be a no dig footway with concrete edgings and black top finish. The principle had been agreed with the District Council's tree officer and also the planning officer. Leylandii trees would be removed, but no lighting would be installed. In addition as far as the public open space near the entrance to the development was concerned, Vanderbilt was looking at providing additional drainage to prevent standing water. It was noted, however, that ground levels in the centre had been increased, thereby creating water run off. This would be difficult to maintain. Posts had been installed to prevent vehicular access to the public open space. Council discussed the request by the member of the public to have fencing erected at the southern boundary of the development site extended to the rear of the 3 Kings Avenue properties which backed onto the new footway. This would provide security to those properties when the footway was opened up for use. The Chairman called for a show of hands for those who would support

the Parish Council taking on the public open space and footpath. Mr. Denton added an amendment to include taking on the public open space once drainage issues had been resolved.

In favour	Against	Abstention
6	0	1

RESOLVED:

- (i) that Council supports the resident in the request for an extension to the wooden fencing to aid security once the footpath was open
- (ii) that Council proceeds to take on the public open space once the drainage issues had been resolved, and also take on the footway

- 2016/57 Priory Park
Council noted the response from Charles Church Homes regarding damage to the entrance. This would be rectified in due course. The footway eastwards from the site alongside the A415 to the traffic lights would be installed once the legal agreements with the County Council had been completed. Should the visitor car parking area within the development remain, then this would require a minor amendment application to the District Council. Charles Church had been asked to consider this.
- 2016/58 Hitchcopse Wood – footpath
Council noted a report on the proposal for a recorded right of way through Hitchcopse Wood. The County Council, landowner, and parish councils of Marcham and St. Helen Without were to hold a site meeting to walk the route and to finalise the location. Unfortunately the landowner was unable to meet until at least April owing to convalescence. Mr. Hoath expressed an interest in attending the site meeting when arranged.
- 2016/59 Tennis Courts
Council noted that formal notice had been given by Oxfordshire County Council to terminate the Licence arrangements for the use of the school tennis courts outside of school hours. Access would cease with effect from 13th August 2016. The Clerk would notify the Tennis Association and place an article in Marcham and District News. It may be possible to continue with access to the school tennis courts after that date, on a short term basis by arrangement
- 2016/60 North Street - footway
Council noted an update report on likely costings, and steps involved. The next stage was to acquire plans of services. This would cost approximately £400. Questions were asked as to how long s. 106 money from the District Council took to release, and whether funding

from The Croft development could be put towards the project.

RESOLVED:

that plans of utility services in North Street between Howard Cornish Road and The Gap be obtained.

2016/61

Correspondence

- a) Vale of White Horse District Council – Unitary Authorities
Correspondence regarding proposals to create local unitary councils.
- b) Oxfordshire County Council – Unitary Authorities
Response from the County Council on District Council’s proposal for Unitary Authorities.
- c) Letter of thanks from Marcham Toddler and Baby Group for grant awarded.
- d) Parkside bench seat
Council noted comments from a resident that children were gathering around the bench seat at the northern end of Parkside during evenings. A request had been received for it to be removed. Council considered the request, and noted that a new youth worker employed by the Church, would be starting soon, and would be undertaking street work. To remove the bench seat would mean that other residents were disadvantaged.

RESOLVED:

that the bench seat at Parkside not be removed.

2016/62

Accounts

Council noted the changes to the audit processes from 2017 and considered whether to remain with the Smaller Authorities Audit Appointment Ltd’s external auditor for parish councils, or to opt out and to set up and follow an independent audit panel process to procure an external auditor. Council noted OAL training on “employment of staff on 20th April” at a cost of £65 plus vat.

RESOLVED:

- (i) that the Council remain with the Smaller Authorities Audit Appointment Ltd’s appointed external auditor for the 2016/17 year.
- (ii) that Council agrees to pay the costs of the Clerk to attend the OALC training on “employment of staff” at a cost of £65 plus vat.

Council noted the list of cheques numbered 2822 to 2828 to be signed and authorised payments totalling £2123.56 in respect of administration costs, play area checks and subscriptions.

2016/63

Matters Raised by Members

Junction of Howard Cornish Road / North Street / Sheepstead Road

It was reported that cars were parking on amenity areas and verges causing damage to the grass and making the area unsightly. The Clerk was asked to contact the Landlord, Sovereign Housing Association and Request that the tenants be asked to apply for dropped kerbs.

Gas Leak – gas governor at junction of Church Street/A415

A vehicular accident had taken place with a car going into the gas governor at the junction of Church Street and A415 causing a gas leak. The Crown public house had opened early on 29th February around 5.30 a.m. to accommodate residents who had to temporarily leave their homes.

Youth Shelter, Anson Field

It was reported that the light in the youth shelter on the Anson field was not working. This was controlled by a switch in the pavilion building. Mr. Hoath offered to check this. Miss Atkins who lived near the site, too would check whether the light was functioning after dark.

2016/64

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2016/65

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 13th April, 2016 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.20 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 13th April, 2016 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Miss. R. Atkins, Mr. C. Bough, Mr. M. Denton, Mrs. S. Hill, Mr. M. Hillis,
Mr. M. Hoath, Miss R. Mander, (Chairman), Mr. D. Walton
Clerk: Mrs. L. Martin
6 members of the public

- 2016/66 Apologies for absence
Apologies had been received from Mr. W. Cumber. Cllrs. C and R Webber had previously offered apologies for this meeting.
- 2016/67 Declarations of Interest
Mr. Walton declared an interest in the agenda item relating to allotments in that his wife was an allotment tenant. Mr. Hillis declared an interest in the agenda item relating to allotments in that his mother in law was an allotment tenant.
- 2016/68 Resignation of Mr. C. Bough
Mr. C. Bough made a statement that he would be resigning from 1st May and that this meeting would be his last. He had completed 17 years as a councillor, including 3 as Chairman. He wished the Council and its members well for the future.
- 2016/69 Matters Arising from the meeting held on 9th March., 2016
North Street – handrail
Council noted that the handrail alongside the steps at the end of the footpath 292/10 leading into North Street had been installed.
- Youth Shelter Light
Council noted that the street light was now working.
- Vanderbilt Homes – Drainage on public open space
Vanderbilt Homes had advised that drainage to the area had been installed, in particular a French drain and gravel. The area had been left mounded for aesthetics only. The company had indicated that it was not in a position to erect fencing at the rear of the 3 Kings Avenue properties which backed onto the path to Howard Cornish Road on the Eastern side of the site. The Clerk had queried this in view of the company having erected fencing along the southern boundary of its site. A response was awaited.

A member reported that the drainage was no better, water still ponded. Concerns were expressed regarding regular maintenance when the Parish Council took on the open space. Posts had been erected around the entrance to the site and the opposite side of the road to prevent damage to the verge. It was suggested that a letter be sent to both the Vale of White Horse District Council and the County Council stating that the Parish Council was unhappy with the state of the Sheepstead Road and that Council expected full reinstatement when the building works were finished. It was also hoped that mitigation measures were planned for the next phase. The District Council's tree officer had been called out owing to numerous trees in the phase II development having been removed. The matter was being investigated. No felling licence was in place. Dialogue was taking place regarding anti-cat strips which had been sited on top of the newly erected close boarded fence.

Tower Close – Triangle of grass

Questions were asked as to responsibilities for maintenance, as numerous cars regularly parked there. The Clerk was asked to write to the County Council, and reference was made to the Oxfordshire Act which gave certain powers to Parish Council in regards to verges.

Priory Park – Visitor Parking

Council noted that Persimmon Homes Ltd had confirmed that it was not its intention to leave the sales office parking area for future visitor parking. Parking within the curtilage of the properties was as per the planning consent, and an application for a minor amendment to provide parking adjacent to the public open space would not be submitted.

Howard Cornish Road – Parking on public amenity space adjacent to the flats

Sovereign Housing Association had acknowledged the problem and was investigating what could be undertaken to improve the situation. It was checking which flats the company still owned, the ownership of vehicles, and land ownership records for the public open space.

2016/70

Public Participation

A338 –X30 Bus Route

A member of the public requested Council to give consideration to sharing the cost of the installation of a new bus pair of bus stops at the junction of Faringdon Road and A338. This would assist residents in the area and staff at the Dog House public House.

Land off Cothill Road

The new landowner of the site off Cothill Road which had been subject

to a planning application for holiday homes, addressed Council and advised of his proposed plans for the site. He stated that he had met with the Berks, Bucks and Oxon Wildlife Trust, and his intention was to create a properly managed wildlife area, probably with Dexter cattle. Certain shrubs would be cleared and thoughts would be given as to how to manage it and what to do with it.

The area, however, would be fenced off and there would be no walking through. A question was asked by a member as to creating a path, even a fenced off path through. The landowner did not wish to allow a right of way, and expressed concern regarding vehicles parking in Cothill Road which would cause a danger and for which liability could fall on the landowner. The old quarry adjacent to the site had had stock proof fencing erected, as sheep in the area had been killed. Permissive paths in that area would connect to public rights of way.

A Council member asked if an article could go into MAD news. The response was that it was early days and he was considering what could be done, so this may be possible once details were known and plans more advanced. A member commented that it may be seen as a long standing public amenity which had been closed off.

2016/71 The Chairman moved and Council agreed that the agenda order be rearranged to discuss the item relating to the A338 bus stop as the next item, as a member of the public had address Council on this topic.

2016/72 A338 Proposed bus stops close to Faringdon Road
Council noted that Frilford parish had initiated a proposal to install a pair of bus stops to serve the Faringdon Road/A338 junction. This would be discussed at the annual meeting of electors in Frilford on 20th April. It was noted that the bus company Stagecoach was broadly supportive, but that the County Council, whilst maintaining them if funded by others, would not fund the initial installation which would be in the region of £600. Frilford parish has suggested sharing the costs. Council discussed the suggestions. It was thought that the County Council recognised that it was acceptable to walk 400m to a bus stop, and as the stops would serve properties in the 3 parishes of Frilford, Tubney and Marcham the appropriate sum to pay would be in proportion to the number of houses in each parish. It was suggested that this Council agree to fund up to £300.

It was noted that a planning application for 5 houses adjacent to the golf course had been lodged and it may be possible for Frilford parish to request s. 106 funding for the bus stops, or allocate public transport infrastructure funds from the development for this.

RESOLVED:

- (i) that Council contributes, to the costs of installation of 2 new bus stops at the Faringdon Road/A338 junction.
- (ii) that the sum paid be the lower of either £300 or in proportion to the number of properties in the parish within 400 m of the junction
- (iii) that Frilford Parish Meeting be advised to approach the County council and Vale of White Horse District Council to request s. 106 public transport infrastructure funding from the new development adjacent to the entrance to the golf course.

2016/73

Planning Applications

a) Decisions on previous applications

P16/V0266/HH The addition of a 4th bedroom on the first floor above an existing single storey extension
25 Packhorse Lane
Permitted 6th April, 2016

P15/V062/FUL Residential development comprising the erection of 61 dwellings including associated amenity space, access, parking and ancillary development
Land West of Hyde Copse
Permitted 12th April, 2016

b) Applications dealt with prior to the meeting

P16/V014/FUL Variation to condition to demolition of existing house and garages and erection of new dwelling and detached garage)P15/V0517/FUL and P15/V01715/FUL)
Beechfield House, Frilford Heath
Comments: Council had no objections

c) Applications for consideration at the meeting

P16/V0644/O Variation of condition 2 of consent
P14/V197/O Erection of 37 new dwellings This

required reserved matters to be submitted and agreed within 9 months of the original consent date. The suggested revision was to delete reference to the time limit, and amend the clause so that reserved matters had to be submitted to the planning authority.
Land off south side of A415 – The Priory
For: Manor Oak Homes
Comments: Unanimous objection to the amendment. The requirement was 9 months and that should be adhered to. The s. 278 agreement for the first development had not been implemented.

P16/V0546/HH and P16/V054/LB Demolish previous extension on western aspect and bay window on eastern aspect and extend dwelling and former barn with both single and two storey additions. Alterations and repairs to external and internal building fabric. Watercourse re-alignment.

Marcham Mill, Mill Road

For: Mr and Mrs. A. Bedford

Members generally considered that the proposal would restore the property. And make it habitable again. Concerns were raised regarding diversion of the watercourse, the lack of consultation with the Environment Agency and the potential impact downstream particularly on the river Ock and Abingdon. Assurances should be sought that the diversion would not add to the Abingdon flood problem.

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

In favour

Against

7

1

Comments: Council supported the application but requested that the Environment Agency be consulted and assurances sought that there was no impact for the immediate area and downstream, from flooding, by the proposed alterations to the watercourse.

The Clerk placed on record that she was related to the agent for the applicant in regards to the following application

P16/V0694/HH Single storey side extension to form study

68 Howard Cornish Road

For: Mr. and Mrs. B. Phipps

Members considered that the extension would take away valuable parking space, and obstruct the accessway from the dropped kerb to the side garden which was used for parking. It was suggested that dropped kerbs fronting Howard Cornish Road be installed to provide alternate access for vehicles. There was the potential for the extension to become 2 storey and 2 storey proposals had been refused in the past. The Chairman called for a show of hands for those supporting the application

In favour	Against
0	8

The Chairman then called for a show of hands for those who wished to object to the application

In favour of objecting	Against
8	0

Comments:

Loss of parking area, potential for double height building, and if granted consent, a requirement for additional dropped kerb fronting Howard Cornish Road.

d) Planning Correspondence

Notification Hutchison 3G to erect transmitting station
Manor Farm, Mill Road

For: 3 and EE Electronic communications operators

Comments: Council had no comment to make

e) Other planning issues

Height of properties on former garage site North Street

Concerns were raised regarding the potential finished height of the properties opposite The Crown Public House, at the junction of North Street and A415. These appeared considerably taller than expected, and looked like 3 storey properties. The clerk was asked to investigate the matter.

2016/74

County Councillor's Report – Cllr. R. Webber and District Councillor's Report – Cllr. Mrs C. Webber

Cllrs. R and C. Webber had offered apologies for the meeting, and no report was available.

2016/75 The Queen's 90th birthday – grant available from Vale of White Horse District Council
Council noted that a grant of up to £115 was available from the Vale of White Horse District Council towards the cost of celebrations over the weekend of 10th -12th June, 2016. Council was aware of some suggestions from Marcham Community Group as to celebrations including a street party on 12th June in Morland Road

RESOLVED:

- (i) that council applies for a grant from the Vale of White Horse District Council
- (ii) that Council applies for the road closure for Morland Road for Sunday 12th June.

2016/76 Tower Close/Orchard Way/Fettiplace Road junction – tree felling work
Council noted that the county Council had undertaken tree felling at the junction of Tower Close and Orchard Way, and also in Fettiplace Road. An apology had been given to the Parish Council for not notifying it of the works before they took place. The works had had to be carried out on a high priority basis owing to the state and condition of the trees. Members did not support this statement, as the trees had been inspected several days before the works, and believed that there had been time to send an email message to the Clerk. Log piles had been left initially and these had since been removed. Council noted that further minor works were planned to trees in the village and in Faringdon Road.

2016/77 Allotments
Council reviewed the process for offering allotments to applicants and to those on the waiting list. Applicants were not always quick to respond when a plot had been offered to them. This delayed the allocation of the plot to the next on the list. A time limit for a response was considered. Council also considered restricting plots to those who resided in the parish. Discussion then focussed on the Parkside allotments and the scrub area at the junction of New Road and Parkside. It was proposed that a quotation be obtained for clearing the corner, and for removing growth from plots before re-letting them.

RESOLVED:

- (i) that when a plot was offered to a prospective tenant, the date by which a reply had to be received be specified and set at 2 weeks from the offer date.
- (ii) that with immediate effect no allotment be let to non residents of the parish.
- (iii) that a quotation be sought for clearing the scrub area at the junction of New Road and Parkside.

2016/78

Correspondence

- a) Letter of thanks from South and Vale Carers Centre for grant awarded
- b) Sovereign Housing Association – Letter regarding use of Duffield Place. This requested that the side door to the residents’ lounge not be used for councillors’ surgeries as it was not being properly secured afterwards. Members did not hold surgeries, and in any event, the side door was not used for meetings as per the notice affixed on it. The Clerk was asked to respond to Sovereign Housing Association.

2016/79

Accounts

Council noted the list of cheques numbered 2829 to 2838 to be signed and authorised payments totalling £3488.90 in respect of administration costs, play area checks, grass cutting, tennis court licence fee, installation of handrail.

2016/80

Matters Raised by Members

North Street – garage site – new housing

The new housing was dwarfing The Crown Public House. The Clerk, as previously minuted, was asked again to check the approved dimensions and height.

Play Area – Anson Field

It was stated that this could be improved. There was only a younger children’s play area, and this was less attractive than play areas in other parishes. There would be more children in the village in due course, with new housing constructed.

Dog Faeces

Dog faeces were becoming a problem again in the village and owners were not clearing up after their dogs. It was suggested a strongly worded article be placed in MAD News.

North Street – parking

The road outside the Institute was narrowed and owing to cars parking in that vicinity there had been several incidents where potential accidents could have occurred. The X31 bus service too was challenged negotiating the North Street/A415 junction in view of cars being parked right to the junction

Sheepstead Road – Street Lights

It had been noticed that 2 street lights in Sheepstead Road had been cut and removed, as the metal columns had become rusty. The lack of 2 adjacent street lights impacted on the illumination in the area. The

Clerk was asked to find out from the County Council when these would be replaced.

Sheepstead Road – Badger Set

A badger sett was located off Sheepstead Road. The soil and sand from the sett was being left on the footway. It was suggested that Dr. Eric Dunford be approached to write an article for MAD News about badgers, their habitat and providing information as to criminal offences that were committed should a sett be disturbed.

A415 – Speed Reduction

A member asked whether there was any further information as to the reduction in speed for the A415 between the village and A34. This matter had been taken up by Cllr. R. Webber at the February meeting. The Clerk would enquire.

Youth Shelter

This was reported to be in need of repainting. The Clerk was asked to obtain a quotation for this.

Cothill Pit

A member referred to the public participation section of the agenda when the new landowner of the Cothill Pit had referred to closing off the area to the public and in particular that there would be no path across it. This would be a reduction in amenity for local people. The member recalled that he and his family had walked the area well in excess of 20 years since first moving to Marcham

2016/81

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2016/82

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 11th May, 2016 in the residents' lounge at Duffield Place at 7.30 p.m. This would be the annual meeting of the Council.

The meeting closed at 9.15 p.m.

Signed Date

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

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 8th June, 2016 in the residents' lounge at Duffield Place, Marcham at 7.40 p.m.

Present:

Miss. R. Atkins, Mrs. S. Hill, Mr. M. Hillis, Mr. M. Hoath, Miss R. Mander,
(Chairman), Mr. P. Steere, Mr. D. Walton

Clerk: Mrs. L. Martin

- 2016/125 Apologies for absence
Apologies had been received from Mr. W. Cumber and Mr. M. Denton
Apologies had also been received from Cllr. Mrs. C. Webber who was
attending a District Council planning committee meeting.
- 2016/126 Declarations of Interest
There were no declarations of interest.
- 2016/127 Matters Arising from the meeting held on 11th May, 2016
A415 – Howard Cornish Road junction – grass
Council noted that the County Council had confirmed that it had
arranged for the sight lines at this junction to be cut.
- Neighbourhood Action Group – Appointment of Representative
To note that Thames Valley Police had confirmed that the NAG group
for Marcham was no longer in existence, unless someone wished to
resurrect it.
- A338 Bus Stops
Council noted that the site meeting between the County Council, the
bus company, the police and Frilford parish had taken place on 11th
May. Marcham parish had not been invited to attend as the site was
entirely within Frilford. Agreement had been reached to install one
stop just south of the Faringdon Road/A338 junction in the southbound
direction. Owing to a bend in the road, there was insufficient visibility
for motorists in a northerly direction. A bus stop would not be
installed northbound.
- 2016/128 Public Participation
There were no members of the public present.
- 2016/129 Planning Applications

a) Decisions on previous applications

P16/V0825/HH Two storey extension and detached store/hobbyroom in the rear garden
5 Haines Court
Permitted 27th May, 2016

b) Applications dealt with prior to the meeting

No applications had been received.

c) Applications considered at the meeting

P16/V1109A and P16/V1367/LB New signage
The Crown Public House, Packhorse Lane
The Chairman called for a show of hands for those supporting the application

In favour	Against
7	0

Comments: Council supported the application. It was suitable and appropriate for the location

The Clerk placed on record that she was related to the agent for the applicant in regards to the following application

P16/V1148/HH Single storey side extension, single storey rear extension with 2 storey centre element
12 Parkside

For: Mr. C. Didcock

The Chairman called for a show of hands for those supporting the application

In favour	Against
7	0

Comments: Council supported the application. It was an appropriate extension in a suitable sized plot

P16/V0546/HH and P16/V0547/LB Demolish previous extensions on western aspect and bay window on eastern aspect and extend principal dwelling and former barn with both single and two storey additions (amended plans)

Marcham Mill, Mill Road

For: Mr and Mrs. A. Bedford

The Chairman called for a show of hands for those supporting the application

In favour	Against
7	0

Comments: Council supported the application. The amendments did not impact on the area, nor was the property overlooking others.

d) Planning Correspondence

(1) Vale of White Horse District Council -Changes to Vale of White Horse District Council constitution – planning – scheme of delegation

Members discussed the proposed changes to the consultation process, and changes to the handling of planning applications by the Vale of White Horse District Council. One proposal defined major applications as being in excess of 10 dwellings, and minor ones less than 10 units, with rules applying as to when each of these types of application could go to planning committee. Members were of the opinion that large towns were very different from small villages, and the impact of a development of 9 units in a small village could be significant. A one size fits all approach was not appropriate. Training in the new process and on responding to planning applications was being arranged by the Vale of White Horse District Council for parish councillors

RESOLVED:

- (i) that the proposed changes to the Vale of White Horse District Council constitution be noted
- (ii) that the Vale of White Horse District Council be advised that this Council does not support the number of housing units being set at 10 to determine the difference between major and minor applications and requests that this be lower for villages
- (iii) that Mr. Hoath and Miss Mander attend the planning training sessions in July.

(2) Vale of White Horse Local Plan Update bulletin 1.

Council noted the bulletin update.

2016/130

County Councillor's Report – Cllr. R. Webber and District Councillor's Report – Cllr. Mrs C. Webber

In the absence of Cllr. Mrs. C. Webber, Cllr. R. Webber gave her report.

68 Howard Cornish Road - She would be addressing the District Council's planning committee on the planning application for an extension to 68 Howard Cornish Road, with an emphasis on restricting a possible 2 phased attempt at a 2 storey extension.

Development at The Willows – bungalows – Contrary to rumours the bungalows had not been sold, but expressions of interest with the selling agents lodged. They would bear in mind, in due course, the fact

that the plans of the site had been altered at the request of local residents to include bungalows so that existing residents could move. Local Plan – The preliminary report from the Inspector had been received by the Vale of White Horse District Council. Areas around Cumnor were not going to be included, but housing near Tilsley Park in Abingdon was. The Inspector was aware of stresses elsewhere south of Abingdon near the floodplain. The acceptance of the SHMAA figures was correct, but there was no obligation to build the houses. There was no specific mention of Marcham.

Unitary Authority Workshops – This would take the form of a feedback session as to which services parishes considered they could undertake.

Transformation Director – The County Council had employed a transformation director to look at cost savings, and to oversee transition to a Unitary Authority.

Community Facilities planning application – This was likely to be considered by Committee in July.

- 2016/131 Mr. M. Hoath left the meeting to address Planning Committee on behalf of the Parish Council in regards to the application for 68 Howard Cornish Road
- 2016/132 County Councillor / District Council report continued
General discussion continued in regards to speeding traffic, and the use of a speed detection gun. Cllr. Webber suggested writing to the other parishes within the same County division to see if they wished to share the cost of acquiring a speed gun and undertaking training.
- 2016/133 A415 – Speed Limit
Council noted that a response was awaited from Abingdon Town Council regarding sharing the cost of the speed survey. This was being debated that that Council's planning and highways committee. Council noted that the parishes within the Neighbourhood Action Group 2 area, west of Marcham had jointly purchased a speed gun. The Clerk had approached those parishes with a view to hiring or borrowing the gun and had researched other information. Training by the Police was required in the use of the speed gun, and it could not be used in areas where the speed limit was in excess of 40 mph. Information correctly gathered could result in Police letters being sent to those drivers who exceeded the speed limit, and could result in eventual prosecution for repeated offences. It was suggested that parishes with the same County division may wish to jointly purchase a speed gun.

RESOLVED:

that the Clerk make enquiries of the

other parishes within the Sutton Courtenay and Marcham division as to their position regarding sharing the costs of a speed gun.

2016/134

Oxfordshire County Council – Unitary Authority Workshops

Council noted that the County Council was hosting workshops around the county to deal with issues and answer questions regarding its claim for unitary authority status. Specific questions had been posed by the County Council. General discussion followed. Mr. Steere and Miss Atkins offered to represent the Council at the workshop in Abingdon on 22nd June. They would take forward the view that the Parish Council would welcome the opportunity to take more decisions about services that affected their communities. Issues currently affecting Marcham were grass cutting footway maintenance, replacing street lighting. It was recognised that some services would be better delivered by a larger authority such as waste collection and disposal, roads, policing, fire services, transport and strategic planning. Reference was made to some responsibilities for footways whereby the Parish Council could take on the role of employing contractors direct. Education though could be managed by a smaller local authority. The Parish Council did not currently have the capacity with existing staff to take on more roles. It was recognised that there would be the need for additional funding, hours, training and administrative assistance even if services were commissioned to be undertaken by contractors.

RESOLVED:

that Mr. Steere and Miss Atkins represent the Parish Council at the workshop arranged by Oxfordshire County Council on Unitary Authorities to be held in Abingdon on 22nd June, taking forward the issues raised above.

2016/135

Vale of White Horse District Council – Parish Forum 7th July 2016

Council noted that a Parish Forum meeting organised by the Vale of White Horse District Council was to be held on Thursday 7th July 2016 at the Oxford Abingdon Hotel, Abingdon at 6.00 p.m. Mr. Hillis offered to representative the Council at the meeting. Mr. Hoath and Miss Mander would check their diaries to see if they too could attend. It was suggested that Mr. Denton be asked too.

2016/136

Play Area

Council noted that the Clerk had purchased a padlock for the play area gate, fitted it, and given a key to the grass cutting contractor. Council considered a quotation for the replacement of forked swing chains, and

RESOLVED:

That these should be replaced a at a cost of
£120

2016/137

Youth Shelter - repainting

Council noted that Mrs. Christine Ricketts had offered to arrange for the shelter to be painted. After some discussion it was agreed the youth group select the colour of the shelter from a range of chlorinated rubber paint, that the wooden bench area be revarnished, and yellow paint edging to the concrete base be provided

RESOLVED: that sum of £250 be set aside for the re-painting costs of the youth shelter

2016/138

Mr. Hoath rejoined the meeting.

2016/139

Cow Lane Pony Paddocks

Council noted the tenancy of the paddock area was soon to come to an end. The current tenant had requested a further year's agreement of the grass keep at the same price. The area formed part of the original allotment site, and if required for allotments at a future date, it was noted that consideration as to ceasing its use as paddock would be needed. Reference was made to poplar trees on the southern boundary of the allotment site which overshadowed the southern allotments.

RESOLVED:

that the grass keep be let for a further year for 2 ponies in the sum of £240

2016/140

Transfer of open space areas Kings Field Phase I development

Council considered the draft transfer document and plan.

It was thought advisable to instruct Solicitors to act for the Council to check the draft document and advise on the legal interpretation of some of the wording. Council considered the attestation clauses and signature requirements.

RESOLVED:

- (i) that Solicitors be instructed to advise the Council on the draft document
- (ii) that the Chairman and Vice-Chairman execute the Transfer on behalf of the Council, once agreed.

2016/141

Correspondence

- a) Oxfordshire County Council – X-15 bus service changes from 21st July 2016

Following changes to the County Council's support for subsidised bus services, and those that were supported by s. 106 funding, the X15 service Abingdon to Witney which passed through Marcham would be renumbered 15, and would run through Howard Cornish Road, but cease to serve Millets Farm. There would be 5 buses a day Monday to Friday approximately 2 hourly.

b) Oxfordshire County Council – Oxfordshire Minerals and Waste Core Strategy

Council noted the map in appendix 1 of the preliminary assessment of Mineral Site Options, has been updated. This was to correct inconsistencies with the site numbering between the map and main document. It did not change the assessment content of the document.

c) Environment Agency – Oxford Flood Alleviation Scheme

Public exhibition of the preferred route for the scheme on 28th June between 2.00 p.m. – 8.00 p.m at Oxford Town hall

d) Community First Oxfordshire - newsletter

e) Oxfordshire County council – Protecting public rights of way (planning applications).

Note on how best to respond to planning applications when they affect public rights of way.

f) Oxfordshire Association of Local Councils – Update newsletter

g) Fields in Trust – Centenary Fields

Nominations for fields being received by the Trust to secure them in perpetuity as recreation spaces

2016/142

Employee Salary Scales

Council noted that the National Joint Council for Local Government Services had reached a 2 year agreement on salary scales. A 1% increase was to be implemented for 2016/17 and a 1% increase for 2017/2018. The Clerk was employed under the NJC terms. Council

RESOLVED:

that the salary of the Clerk be increase by 1% for 2016/17 and a further 1% for 2017/18 as per the agreement.

2016/143

Accounts

The accounts for the year 2015/16 had been approved at the May meeting of the Council. They were re-presented showing how the balances were represented. Council had been provided with a copy of the proposed annual return. It considered the figures on the annual

return and the governance assurance statement. Council noted the report from the internal auditor on the 2015/16 accounts. This raised a minor query on the value of fixed assets and adjusted an entry from the previous year's audit.

Council noted receipt of a grant of £349 from the Vale of White Horse District Council towards The Queen's birthday celebrations. Cllr. P. Steere expressed an interest in attending the training session for new councillors organised by the Oxfordshire Association of Local Councils.

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 for 2015/16
- (ii) that the report from the internal auditor RJS (IA)Ltd be noted
- (iii) that the accounts for the 2015/16 year now be signed
- (iv) that Council funds the cost of the training course For Cllr. Steere in the sum of £90

Council noted the list of cheques numbered 2852 to 2865 to be signed and authorised payments totalling £4536.40 in respect of administration costs, play area checks, grass cutting, annual meeting of electors expenses, cemetery maintenance, weed spraying, The Queen's 90th birthday celebrations, and parishioner of the year award expenses.

2016/144

Matters Raised by Members

Grass Cutting

It was reported that the verge at St. Peter's Cross Roads was in need of cutting in order to assist visibility at the junction.

The Chairman mentioned that a resident in New Road had requested that the verge outside his house be cut. This was part of County Council highway verge and would be cut by them under their current schedule.

Mr. Hillis referred to issues regarding grass cutting appearing on facebook. He would add a statement clarifying the current position of the County Council.

General comments were made for future discussion regarding the

Parish Council acting as agents for the County Council in regards to all grass cutting and tree work if the relevant budgets were available.

2016/145 Items for Marcham and District News
The Clerk would prepare an article for MAD News, and include reference to grass verge cutting.

2016/146 Date of Next Meeting
The next meeting of the Council would be held on Wednesday 13th July, 2016 in the residents' lounge at Duffield Place at 7.30 p.m. .

The meeting closed at 9.40 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 13th July, 2016 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Miss. R. Atkins, Mr. M. Denton, Mr. M. Hillis, Mr. M. Hoath,
Miss R. Mander, (Chairman), Mr. P. Steere, Mr. D. Walton
Mrs. J. Fabes as newly co-opted member part way through the meeting.
Clerk: Mrs. L. Martin
1 member of the public

- 2016/147 Apologies for absence
Apologies had been received from Mr. W. Cumber and Mrs. S. Hill.
- 2016/148 Casual Vacancy
Council considered the casual vacancy which had arisen following the resignation of Mr. Colin Bough. No election had been required and the Parish Council had been given permission to co-opt to fill the vacancy. It noted and considered the application from Mrs. Jane Fabes.

RESOLVED:

that Mrs. Jane Fabes be co-opted to the Council
to serve until the next election in May 2019

- 2016/149 Declaration of Acceptance of new member
Mrs. Fabes made and signed the declaration of acceptance of office as a Member.
- 2016/150 Declarations of Interest
Miss R. Atkins declared an interest in the agenda item relating to planning application P16/V1696/LB for 12 Frilford Road in that she knew the applicant well. Mr. M. Hoath declared in interest in the agenda item relating to the planning application P16/V1696?LB for 12 Frilford Road in that the applicant was a fellow Director of the Arthur Anson Trust Ltd. Mr. Hoath also declared an interest in the agenda item relating to the planning application P16/V1639/HH 28A North Street, in that he was a Director of the Anson Trust which owned the Institute property immediately adjacent to the application site. Mr. Hoath also declared an interest in the agenda item relating to community facilities in that he was a Director of the Anson Trust

which was trying to provide the facilities. He pointed out this was a non pecuniary interest, and he would remain in the room but not contribute to debate.

- 2016/150 Church welcome pack
Mr. Denton asked the Clerk to contact the Church administrator to provide the details of the new parish councillors so that the welcome pack for new comers to the village could be updated.
- 2016/151 Minutes of the meeting held on 8th June, 2016
The minutes of the meeting held on 8th June, 2016 were approved and signed as a true record of the meeting.
- 2016/152 Matters Arising from the meeting held on 8th June, 2016
Transfer of Public Open Space – Vanderbilt
The transfer document was currently with the Council’s solicitors for them to offer advice.

A415 – Howard Cornish Road junction

Council noted that the grass at this junction had been cut. Members asked questions regarding whether the cut that had taken place was the only cut of the season, or whether the request for an immediate cut owing to sight line problems, had resulted in an additional cut. Members also commented on the length of grass at the entrance to The Farthings which was causing vision difficulties for motorists. Comments were made regarding overhanging branches and lack of visibility of the 30 mph signs, and the general duty of care owed by the County Council to road users, and also to the accidents that were likely to result should the grass and overhanging growth not be cut back.

Youth Shelter – repainting

Council noted that Mrs. Ricketts had arranged for the youth to paint the youth shelter. This would be carried out under the supervision of a painter and decorator. Materials would be invoiced to the Parish Council by the decorator’s firm. Mr. Hoath was preparing a risk assessment.

Fettilplace Road – overhanging tree

Council noted that the tree near the entrance into Duffield Place was in the ownership of the Vale of White Horse District Council. A small amount of overgrowth had been trimmed back, and further works were planned to the tree in Winter.

2016/153

Public Participation

Obstruction of footways

The member of the public present made reference to the fact that footways opposite the post office were obstructed by parked cars making it impossible for him to use his disability scooter, also he commented on cars parked on the verge on the south side of the A415 near the junction with Mill Road. He found it difficult to access the zebra crossing.

The Clerk was asked to place an article in the next issue of Marcham and District News reminding people about causing obstruction when parking, and requesting those affected to report the matter to the Police via the non emergency number 101, and giving the car registration number.

Cllrs. R. and C. Webber joined the meeting.

2016/154

Planning Applications

a) Decisions on previous applications

P16/V0694/HH Single storey side extension to form study

68 Howard Cornish Road

Permitted 8th June, 2016

P16/V1109A New signage

The Crown Public House, Packhorse Lane

Permitted 22nd June, 2016

P16/V1148/HH Single storey side extension

Single storey rear extension with centre two storey element

12 Parkside

Permitted 23rd June, 2016

b) Applications dealt with prior to the meeting

No applications had been received.

c) Applications considered at the meeting

P16/V1383/FUL Change of use from C3 to C1 usage

Fir Tree Cottage 33 North Street (within grounds of Denman College)

For: Denman College

Council discussed the application and had no objections to the proposal

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

In support	Against	Abstention
8	0	0

Comments: Council supports the application.

P16/V1442/HH 2 storey rear extension, front porch, pitched roof over garage with office over 4 Priory Lane

For: Mrs. M. Tierney

Council discussed the application and had no objections to the proposal

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

In support	Against	Abstention
8	0	0

Comments: Council supports the application.

P16/V1420/HH Demolish and rebuild left hand drive wall. Erection of porch

Peartree Cottage, 7 Packhorse Lane

For: Mr. A. Stacey

Council discussed the application and had no objections to the proposal. It asked that there should be footway provision, if possible, for pedestrians using the north side of the A415, or at the very least, the reconstruction of the wall should not reduce the currently available space for pedestrians.

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

In support	Against	Abstention
8	0	0

Comments: Council supports the application. Council requested that improved footway provision be created wherever possible, and that the limited existing footway provision not be reduced.

Mr. Hoath took no part in the debate of and voting on the following application.

P16/V1639/HH Single storey extension

Magnolia Cottage, 28A North Street

For: Mrs. C. Moodey

Council discussed the application and had no objections to the proposal

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

In support	Against	Abstention
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7	0	0
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Comments: Council supports the application.

P16/V1533/LDE Conservatory and outbuildings

Old Rose Cottage, 44 North Street

For: Mrs. L. Oakes

Council discussed the application and had no objections to the proposal

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

In support	Against	Abstention
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8	0	0
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Comments: Council supports the application.

P16/V1662/PDH Single storey rear extension with flat roof. Two flat roof skylights

2 Fettiplace Road

For: Mr. T. Maloney

Council discussed the application and had no objections to the proposal

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

In support	Against	Abstention
8	0	0

Comments: Council supports the application.

Miss. Atkins and Mr. Hoath did not take part in the debate and voting on the following application.

P16/V1696/LB Alteration to grade II listed barn to form 2 bed annex
12 Frilford Road
For: Professor J. Allan

Council discussed the application. Concerns were raised regarding car parking, and whether the proposal would encourage parking on North Street. North Street was particularly narrow and already suffered from congestion and parked vehicles, some of which obstructed the footway. In addition new dwellings were being constructed on the former garage site at the junction of North Street and A415 which too would increase the number of vehicles in the area. Council noted the land ownership plan for the allotments adjacent to the barn, and noted that parking provision for the barn had been shown on the Council's land. Members discussed having a site meeting with the applicant to show him the allotment boundary and point out the likely parking problems. Members had no worries in regards to the works to the barn itself.

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

In support	Against	Abstention
0	5	1

RESOLVED:

(i): Council objects to the application on grounds of inadequate parking provision

- (ii) that if granted consent and if appropriate any permitted development rights be rescinded
- (iii) that a site meeting be arranged with the applicant so that the concerns regarding parking on Council's allotment land could be discussed

d) Planning Correspondence

Notification from the Vale of White Horse District Council had been received by the clerk that the owner of Stone Cottage, Abingdon Road proposed to create an infill section between 2 existing extensions and was seeking a determination from the District Council as to whether prior approval was required for an extension which could be built under new increased permitted development legislation.

2016/155

District Councillor's Report – Cllr. C . Webber

Planning Application on behalf of Anson Trust – New Community Facilities

Cllr. C. Webber had spoken with the planning officer, Stuart Walker. He was aiming to put the application to planning committee on 17th August. There were still some outstanding issues regarding viability and affordable housing about which he would speak with the applicant. She referred to s. 106 contributions from the Anson Trust, and queries that were to be confirmed. The Parish Council had queries regarding s. 106 payments on other sites in the parish, rather the application for new community facilities, so there may have been some confusion.

Grants – Cllr. Webber referred to the District Council's area grant committee and the availability of grants and encouraged applications for the benefit of Marcham.

Planning Training – Training in the new District Council arrangements for processing planning applications was taking place at the end of July. Cllr. Webber encouraged parish councillors to attend. Cllr. Webber was advised that the Parish Council had commented that putting housing developments of only 10 or more houses to planning committee could disadvantage smaller villages. The cut off point whereby applications for small housing developments in villages automatically went to committee should be set at a much lower number than 10.

2016/156

County Councillor's Report
Unitary Authority

Cllr. R. Webber provided an update on the position of the County Council in regards to the bid for unitary authority status. General discussion was had regarding elected members and representation for residents on any new Authority.

- 2016/157 Community Facilities
Council received an update from the representatives on the community facilities steering group. The date when the application would be determined was awaited. Discussions were ongoing regarding a possible requirement for affordable housing provision. The order in which the works would be undertaken should consent be granted was outlined. The construction of the hall, sports pavilion, car park and landscaping should be VAT free. It was thought that the multi use games area and sports pitches would incur VAT if undertaken by the Anson Trust.
Timings for any financial contribution from the Parish Council would need to be agreed. Information as to this from the Anson Trust, its solicitor and developer would be passed to the Parish Council via its representative on the Community Facilities Steering Group. The Clerk and Responsible Financial Officer advised, that a request for the release of any public funding into the project would need to come from the Anson Trust in order to provide a proper audit trail. Monies would not be released at the request of Council representatives on the Steering Group.
- 2016/158 Oxfordshire County Council – Unitary Authority Workshop 22nd June
Miss Atkins and Mr. Steere gave a report on a meeting which they had attended. It had been a productive meeting, and there had been a general feeling among parishes that should they take on additional service provision, then support for that would be required.
- 2016/159 Vale of White Horse District Council – Parish Forum 7th July, 2016
Mr. Denton and Miss Mander gave a report on the District Council's parish forum meeting which they had attended. There had been considerable discussion regarding the creation of a unitary authority, and contrary to the ideas being put forward by Oxfordshire County Council, there was a proposal to merge South Oxfordshire District Council and Vale of White Horse District Council. Changes to the processing of planning applications was discussed and the fact that fewer planning applications would go to committee. In addition an update on the Local Plan was provided.
- 2016/160 Oxfordshire Association of Local Councils –Annual General Meeting 4th July 2016
Mr. Steere gave a report on this meeting which he had attended.

Formal annual business had been undertaken such as approval of accounts. There followed a presentation on the work of the National Association of Local Councils and then discussion as to the devolution of powers to parish and town councils, what they could take on and the requirements that they needed.

2016/161 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

2016/162 Parkside Allotment – Clearance
Council discussed quotations from different contractors for clearance of Parkside allotments, and whether the work should be divided into sections, and undertaken at different times, and possibly by different contractors. It was proposed that ADM Trees be offered the work to clear the allotments at a total cost of £3250, with funds being transferred from reserves.

The Chairman called for a show of hands for those in support of awarding a contract for the work to ADM Trees.

In support	Against	Abstention
3	0	5

RESOLVED:

- (i) that ADM Trees be instructed to clear Parkside allotments at a cost of £3250
- (ii) that funds be transferred from reserves to cover the cost

2016/163 Overhanging trees/shrub growth
Comments were made by members regarding the path from the village to the A34 which was in need of cutting back, as overhanging growth and weeds were causing obstruction. White edging lines were not showing. It was suggested that the Clerk contact the County Council and the landowners to see whether it could be cut back.

Comments were made regarding the path from Howard Cornish Road to the school, and also the path from North Street to the rear of Parkside. The Chairman had already mentioned overhanging growth to the occupier of this property who had undertaken to clear it. It was suggested that an article be placed in September MAD News reminded residents to clear any growth overhanging their front gardens.

2016/164 Campaign for Real Ale
Council noted and considered a request from the Campaign for Real

Ale to register The Crown Public House as a Community Asset under the Localism Act 2011. Members were generally in support, but felt unable to start the process, and suggested that a group of local residents who use The Crown public house, should take the initiative.

RESOLVED:

- (i) that Council supports the principle of applying to the District Council to register The Crown public house as a Community Asset under the Localism Act 2011.
- (ii) that CAMRA be advised that the initiative should be taken by a local users of the facilities, and that it should approach The Crown to seek assistance with its aims.

2016/165

A415 – Speed checks/speed gun

Council noted that St. Helen Without Parish Council and Abingdon Town Council, did not wish to participate or contribute to the cost of speed checks on the A415 i.e. rubber counting strips across the road. The Clerk had approached Drayton Parish Council, who was looking elsewhere for access to a speed gun. Sutton Courtenay Parish Council had deferred the matter to a future meeting. Council discussed whether parishes to the North and North East would wish to share in the cost of providing a speeding gun. The estimated cost was £2500.

RESOLVED:

that enquiries be made of Wootton, Cumnor and St. Helen Without Parish Councils as to whether they would be interested in sharing a speed gun.

2016/166

Request for Grant

Council considered a request for a grant from Marcham Community Group towards additional expenses incurred for The Queen's 90th Birthday celebrations which amounted to £180.06. The Clerk reported that the Council was still holding £89 from the grant awarded by the Vale of White Horse District Council.

RESOLVED:

that Council agrees that under s. 145 Local Government Act 1972 the sum of £89 be awarded to Marcham Community Group towards additional expenses in

connection with The Queen's 90th Birthday celebrations.

2016/167

Defibrillator

Council noted that Marcham Primary School had agreed to site a defibrillator at the school, at a mutually agreed location provided there was no cost to the school. Council noted that there were no funds in the budget for the cost.

RESOLVED:

- (i) that the school be approached to agree the actual location, and discussions had as to electrical connection required.
- (ii) that funds be included in the budget for the next financial year with a view to acquiring a defibrillator Spring 2017

2016/168

Correspondence

- a) OALC – update June 2016
- b) Wantage Independent Advice Centre – Annual Report 2016
- c) South Oxfordshire District Council – Design Guide supplementary planning documents

2016/169

Accounts

Council noted the list of cheques numbered 2865 to 2872 to be signed and authorised payments totalling £3007.16 in respect of administration costs, play area checks and repairs, training course, installation of bench seat.

2016/170

Matters Raised by members

Anson Field

It was reported that there had been an attempted break in in to the pavilion in the Anson Field. In addition trees were low on the southern side of the field, and these would be cut back.

Grass Cutting – undertaken by District Councils

A member had seen press information regarding the District Council taking on highway grass cutting in the Vale area, as had been the case in Cherwell District.

Howard Cornish Road – parking

It was reported that cars had been seen on the verge in Howard Cornish Road. It was thought that this had been connected to people attending a memorial service for a relative.

Tower Close / Orchard Way junction

Reference was made again to parking on the amenity grass at this junction.

Visibility 30 mph signs

It was reported that the 30 mph signs are not visible, and the Council could therefore not expect traffic to keep within the speed limit when motorists could not see the speed restriction signs. It was suggested that a letter be sent to the County Council regarding this.

2016/171

Items for Marcham and District News

The Clerk would prepare an article for MAD News, and include reference to obstructions to pavements.

2016/172

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 14th September, 2016 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.55 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 14th September, 2016 in the residents' lounge at Duffield Place, Marcham at 7.20 p.m.

(The meeting had been called for 7.15 p.m)

Present:

Mrs. S. Hill, Mr. M. Hoath, Miss R. Mander, (Chairman), Mr.P. Steere,
Mr. D. Walton

Clerk: Mrs. L. Martin

Cllr. Mrs. C. Webber (District Councillor)

Mr. Rob Finch, youth worker

Joined by Mr. M. Hillis,

Prior to the commencement of formal business, Mr. Rob Finch introduced himself as the new youth worker for the parish. His time was shared equally between working in the community and with church activities. He had also been appointed as a Director of the Anson Trust. He had been talking with young people as to their preferences and what they liked about Marcham. They had a desire for somewhere "to be" He had started an afternoon youth club between 4 – 6 p.m. once a week, and enquired about grant funding from the Parish Council. He offered to assist with the plans for repainting the youth shelter.

Mr. Hillis joined the meeting

Mr. Finch continued by answering questions. There had been fewer than 10 youngsters at an initial consultation event. He acknowledged that the timing of the youth club may overlap with some after school activities. He was advised that grant funding applications needed to be lodged with the clerk by the end of October. It was also suggested that a hi viz jacket or tabard with wording to indicate he was the youth worker may be useful when working in the parish.

2016/173 Apologies for absence

Apologies had been received from Miss R. Atkins, Mr. W. Cumber, Mr. M. Denton and Mrs. J. Fabes. Apologies had also been received from Cllr. R. Webber (County Councillor).

2016/174 Declarations of Interest

Mr. M. Hoath declared an interest in the agenda item relating to community facilities in that he was a Director of the Anson Trust which was proposing the facilities

Mr. M. Hillis declared an interest in the agenda item relating to allotments in that his mother in law had an allotment. Mr. D. Walton declared an interest in the agenda item relating to allotments in that his wife had an allotment.

- 2016/175 Minutes of the meeting held on 13th July, 2016
The minutes of the meeting held on 13th July, 2016 were approved and signed as a true record of the meeting.
- 2016/176 Matters Arising from the meeting held on 13th July, 2016
Radar Speed Gun
Council noted initial responses from Wootton, Cumnor and St. Helen Without parish councils. There may be some interest in jointly funding a radar speed gun. Further information had been requested by some parishes, and this was being obtained by Mr. Denton.
- Youth Shelter
This was still to be painted. The Clerk would pass on to Mrs. Ricketts who was planning the work, the offer of help from Mr. Finch.
- 2016/177 Public Participation
There were no members of the public present.
- 2016/178 Planning Applications

a) Decisions on previous applications

P16/V1528/PDH Single storey rear extension
Stone Cottage, Abingdon Road
Determination that the proposal came within permitted
development regulations 15th July, 2016

P16/V1383/FUL change of use from C3 to C1
33 North Street
Permitted 22nd July 2016

P16/V1367/LB New signage
The Crown, Packhorse Lane
Permitted 27th July 2016

P16/V1420/HH Demolish and rebuild left hand drive
wall as you enter the property. Build a porch
Peartree Cottage 7 Packhorse Lane
Permitted 28th July 2016

P16/V1442/HH Two storey rear extension, front porch
and pitched roof over garage with office over
4 Priory Lane
Permitted 29th July 2016

P16/V1639/HH Magnolia Cottage 28A North Street
Single storey extension
Permitted 2nd August, 2016

P16/V1744/HH Single storey rear extension.
2 Fettiplace Road
Permitted 18th August, 2016

P16/V1907/HH Two storey extension over existing
single storey structure to extend two bedrooms and form
an en-suite bathroom. Extend existing kitchen/dining at
front
3 Morland Road
Permitted 7th September, 2016

P16/V1696/LB Alteration to grade II listed barn to form
2 bedroomed annex
12 Frilford Road
Withdrawn 12th August, 2016

b) Applications dealt with prior to the meeting

P16/V2017/FUL Replacement dwelling, garage, swimming
pool and new access
Studland House, Woodside Frilford Heath
For: Mr. and Mrs. Lamplough
Comments: Council had no objections to the replacement
dwelling, but did request construction traffic management
conditions as the access was off a bridleway, and repairs to the
surface would be required should damage be caused. It was
also suggested that prior work to trees to prevent uncontrolled
damage by vehicles be undertaken.

P16/V1907/HH Two storey extension over existing single
storey structure to extend two bedrooms and form ensuite
bathroom
3 Morland Road
For Mr. and Mrs. Cousins
Council had no objections

P16/V1979/LB Replacement conservatory (retrospective)
44 North Street
For: Mrs. L. Oakes
Comments: Council had no objections

P16/V2030/FUL and P16/V2031/LB General maintenance works and new kitchen extraction
The Crown Public House 1 Packhorse Lane
Comments: Council had no objections

c) Applications considered at the meeting

P16/V2183/LB Part replacement of roof with zinc substitute

Denman College, New Road

For: Denman College

Council discussed the application. Council's preference was for replacement lead and increased security measures to be undertaken. Concerns were raised that the ground within the Churchyard was higher than Denman College, and that the roof may be visible. The conservation officer should be asked to ensure that the new roof was not visible from any side. If approved, the use of zinc should not be a precedent for elsewhere within the College or for any other part of the conservation area.

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

In support	Not supporting
0	6

The Chairman called for a show of hands for those objecting to the application

Objecting	Not objecting
0	6

Comments: Council neither formally supported nor objected to the application, but expressed a preference for replacement lead and increased security measures to be undertaken to prevent future theft. Concerns were raised that the ground within the Churchyard was higher than Denman College, and that the roof may be visible. If the District Council was minded to approve the application, the conservation officer should ensure that the new roof was not visible from any side, and that the use of zinc did not set a precedent for elsewhere in the College or other parts of the conservation area.

d) Vale of White Horse District Council – Local Plan 20131 – Part I
Council noted the modifications to the Plan which were considered necessary by the Inspector to make the Spatial Strategy and Strategic Policies contained within the Local Plan sound. Cllr. Webber advised that although the deadline for comments had stated to be 14th September, comments could be sent in after that time. The issues within the Plan which affected Marcham were discussed in general terms. Discussion focused on Neighbourhood Planning and the possibility of undertaking a neighbourhood plan. This would be an agenda item for a future meeting. Mr. Walton would circulate notes for a neighbourhood plan meeting that he had attended.

e) Footway – south of A415

The Chairman had attended the District Council's planning committee meeting and had tried unsuccessfully to get the committee to agree to an increase in the width of the footway outside of the Priory East site. 1.2m was very narrow given the nature of the A road. A suggestion was made to relocate the bushes at the edge of the site further back to allow for a wider path. It was also noted that the attenuation pond was quite insanitary and was just dried mud.

2016/179

District Councillor's Report – Cllr. C . Webber

Cllr. Mrs. Webber gave a report on District Council matters, and also gave a report on County Council matters on behalf of Cllr. R. Webber. Unitary Authorities – One option would be for an officer “core” with 100 – 125 councillors, and then area boards to replace District Committees.

Planning Application Anson Field (housing and new facilities) – this had received planning permission at the meeting held on 7th September.

Priory Park – gates on footpaths – Cllr. Webber had referred queries regarding gate access at either end of the footpath at Abbots Grange to the County Council. It was noted that the end of the path closest to the A415 needed completion as the developers had left it in an unfinished state.

Trees too had been planted underneath telegraph wires.

2016/180

Community Facilities

Council noted that the Vale of White Horse Planning Committee, as mentioned by Cllr. Mrs. Webber, had granted consent to the proposal to convert the Institute and construct new dwellings on part of the site in North Street, and to build a new village hall, nursery facilities, multi-use games area and provide new sports pitches on the Anson field off Morland Road.

The draft letter offering funding to the Anson Trust as discussed at the July meeting of the Parish Council had been submitted to the Council's solicitor for comment. Amendments had been introduced to protect the position of the Council. The amendments had been discussed by the Council's working party. The members of the working party had differing opinions as to merits of the changes. The Solicitor had included wording that strengthened the position of the Council now and in the future, and the situation had been viewed as the Council awarding a grant to the Anson Trust. One opinion had been that the Parish Council was equally keen to construct new community facilities, and access to the funding should be less restricted. It was suggested by a member that as some funding would be coming from local landowners and would not be via the precept, the approach to its use could be different. Members had been given a copy of the letter as drafted by the Council's solicitors. The Clerk advised that legislation governed Council spending, and the origin of the funds was not relevant to protecting the position of the Council. The Clerk stated that it was perverse not to accept the advice from the Solicitor, and pointed out the position regarding possible future liability.

In view of the differing opinions, the amendments recommended by the Solicitor in the letter were considered one by one.

Mr. Walton proposed amending what the solicitor had drafted and to change "support for community facilities and stated that it will use its reasonable endeavours to provide up to £500,000" to support for community facilities and stated that it will use its best endeavours to provide up to £500,000" There was no seconder.

RESOLVED:

That the wording be left as drafted

Mr. Walton proposed and Mrs. Hill seconded that the sentence "Additional sums secured within these other s. 106 agreements total £238796. Clearly, the Parish Council will need to secure these funds before it grant aids the project" be changed to "Additional sums secured within these other s. 106 agreements total £238796." The Chairman called for a show of hands.

RESOLVED unanimously:

that the sentence "Clearly, the Parish Council will need to secure these funds before it grant aids the project" be removed

Mr. Walton proposed and Mrs. Hill seconded that the sentence

“Please be assured, therefore, that the Council has access to or has identified adequate funds to enable its contribution of up to £500,000 to be made” be changed to “Please be assured, therefore, that the Council has access to adequate funds to enable its contribution of up to £500,000 to be made”

The Chairman called for a show of hands

RESOLVED unanimously:

that the words “or has identified” be deleted

Mr. Walton proposed, and Mrs Hill seconded that the sentence “In order to protect the public investment, and to ensure fiscal probity and that the funds are used for the proper benefit of the community, the Parish Council is prepared to make a grant jointly to the Anson Trust and the Marcham Community Group or other appropriate charitable tenant a grant of up to £500,000 on the following terms” be changed to “In order to protect the public investment, and to ensure fiscal probity and that the funds are used for the proper benefit of the community, the Parish Council is prepared to make a grant to the Anson Trust of up to £500,000 on the following terms”

The Chairman called for a show of hands

RESOLVED unanimously:

that the grant offer be only to the Anson Trust

Miss Mander proposed and Mr. Steere seconded that clause 1 in the draft letter “... To be secured by a charge on the freehold and leasehold estates in the Anson field, on the Parish Council’s grant conditions” remain as amended by the Solicitor

The Chairman called for a show of hands

RESOLVED unanimously:

that the sentence “To be secured by a charge on the freehold and leasehold estates in the Anson field, on the Parish Council’s grant conditions” remain as drafted by the Solicitor.

Miss Mander proposed and Mr. Steere seconded that the sentence

“In addition, the Council would require a restriction to be entered at the Land Registry, against the land so that the land and property could

not be transferred to another registered proprietor without the consent of the Council and any transferee or assignee would assume the obligations under the grant conditions” remain as amended by the Solicitor

The Chairman called for a show of hands

RESOLVED unanimously:

that the sentence “ In addition, the Council would require a restriction to be entered at the Land Registry, against the land so that the land and property could not be transferred to another registered proprietor without the consent of the Council and any transferee or assignee would assume the obligations under the grant conditions” remain as amended by the Solicitor

It was commented that the third sentence in the conditions “ The funding provided by the Parish Council must be used solely for the purposes of constructing a village hall and sports facilities, and the hall and sports facilities thereafter used solely as a hall for recreational purposes for the community of Marcham” be renumbered to be the first condition.

It was proposed by Mr. Walton, seconded by Mr. Hillis that the sentence “ The Council requires a minimum of 100 year lease to be granted to Marcham Community Group...”be changed to “The Council requires a minimum of 100 year lease at a peppercorn ground rent to be granted to Marcham Community Group....”

The Chairman called for a show of hands

RESOLVED unanimously

that the words “at a peppercorn rent” be added to the sentence

It was proposed by Mr. Walton, seconded by Miss Mander that the sentence “ in the event of the insolvency or bankruptcy of the freeholder or lessee...” be changed to “in the event of the insolvency or bankruptcy of the freeholder...”

The Chairman called for a show of hands

RESOLVED unanimously

that the word “lessee” be deleted

Mr. Walton proposed, and Mrs. Hill seconded that the clause 8b requiring the grant to be repaid on the disposal of the land or any part of it be deleted and that the sentence in clause 7 “ Should the Marcham Community Group, or other body, surrender the Lease, or enter into an assignment, then the Parish Council would reserve the right to select the successor Lessee or Assignee, including a new charity created for that purpose if necessary” and removed by the Council’s solicitor from the original draft, be reinstated and replaced by “ Should the Marcham Community Group, or other body, surrender the Lease, or enter into an assignment, then the Parish Council would reserve the right to approve the successor Lessee or Assignee, including a new charity created for that purpose if necessary.”

The Chairman called for a show of hands. A named vote was requested. The named vote was as follows:

In favour	Against	Abstention
Miss Mander	Mr. Steere	Mr. Hillis
Mrs. Hill		
Mr. Walton		

RESOLVED:

- (i) that clause 8b in the conditions in the draft letter providing for the grant to be repaid on disposal of the land be deleted
- (ii) that the sentence in clause 7 of the conditions removed by the Solicitor be reinstated and be worded “Should the Marcham Community Group, or other body, surrender the Lease, or enter into an assignment, then the Parish Council would reserve the right to approve the successor Lessee or Assignee, including a new charity created for that purpose if necessary.”

It was proposed by Mr. Walton, seconded by Mr. Hillis that a working party of the Parish Council be prepared to meet with the Anson Trust to discuss the terms of the offer.

The Chairman called for a show of hands

RESOLVED unanimously

that a sentence be added to the grant offer letter to the Anson Trust proposing a meeting if necessary

2016/181 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

2016/182 Vale of White Horse District Council – The Big Clean Up
Council noted that the Vale of White Horse District Council was undertaking letter picking, sweeping and removing weeds and moss on pavements under their control. Council discussed areas within the parish that should receive priority attention, and also discussed the spraying of remaining weeds after the clearing work had been carried out.

RESOLVED:

that the District Council be advised that following areas should be considered the priority when undertaking The Big Clean Up:

- a) Howard Cornish Road – weeds
- b) Alleyway rear of 6-11 Haines Court
- c) Slippery surface at end of Church Street
- d) Cycle track A415 - weeds
- e) that the remaining weeds be sprayed after the clearance work was completed

2016/183 Oxfordshire County Council – Parish Transport Representative
Council noted that the County Council was no longer administering the Parish Transport Representative meetings, owing to a reduction in staff and reduced role of the County Council owing to the withdrawal of subsidised buses. The County Council was continuing to provide a room for the meetings if there was support for them to continue.

RESOLVED:

that this Council supports the continuation of the Parish Transport Representative meetings.

2016/184 Vale of White Horse District Council Planning Training 26th July, 2016
Mr. Hoath gave a report on a planning training event that he and the

Chairman had attended. He would circulate the list provided which indicated the items that were material planning considerations.

2016/185 Oxfordshire Association of Local Councils – Training Event 10th September, 2016

Mr. Steere gave a report on the training event that he had attended.

2016/186 Allotments

a) Parkside

Council noted that formal notice had been given to the Vale of White Horse District Council regarding works to trees in the conservation area. Council noted concerns raised by residents regarding the total clearance of the allotment corner at the junction of Parkside and New Road, and a request to lightly tidy the copse area instead. Comments had been made regarding the likelihood of cars parking on the land if it were totally cleared as cars were currently parking on public amenity land close by. Council discussed total clearing, leaving some trees, and possible wall repairs need when ivy was removed. Residents had differing opinions as to the clearance and whether trees should remain.

RESOLVED:

- (i) that the area be cleared totally, and grass seed put down, so that the area could be mowed.
- (ii) the planting of some fruit trees or the erection of a fence and any repairs to the dry stone wall could be reviewed when considered necessary in due course.

b) Cow Lane

Council considered the water charge based on an average of the previous 2 years expenditure on water. Some comment was made that the differential between the charge for a hosepipe and the use of a watering can should be greater. Council also considered funding the costs of rotavating allotments when let to a new tenant for the first time, or reimbursing costs retrospectively if requested. Average rotavator hire was approximately £60 for 2 days. Differentiation was made between those which were lettable and those with brambles and which were therefore not. The Clerk and Chairman would check the state and condition of each plot before rent collection day in October.

RESOLVED:

- (i) that the water charge for Cow Lane allotments for the 2016/17 year be set at

£13.00 per plot without a hosepipe and
£20 per plot with a hosepipe

- (ii) that the Council not fund rotavating costs where there was a change in tenant.

2016/187

S.85 Local Government Act 1972

Council noted that if a member of a Local Authority did not attend a meeting throughout a period of six consecutive months from the date of his/her last attendance, unless the absence was due to some good reason approved by the Authority before the expiry of the six month period, he/she ceased to be a member. As Mr. William Cumber, had been unable to attend Council meetings owing to ill health, Council considered an extended period of absence

RESOLVED:

that an extended period of absence from meetings for 12 months from the date of this meeting be granted to Mr. William Cumber owing to ill health

2016/188

RoSPA – Play equipment inspection - report

Council noted the issues referred to in the RoSPA report. Warn areas in the ground would be filled in, gaps in rubber tiles would be filled in, a bolt cap from the spring bike would be replaced, and dry bearings on roller barrel would be treated. Other items would be monitored.

2016/189

Correspondence

a) Oxfordshire County Council – Comet Transport Service - A new bookable, not for profit service available for people without suitable access to transport.

b) Vale of White Horse District Council – Community Award Scheme

This scheme was running again to recognise the work of volunteers with the Vale. Deadline for nominations was 30th September, 2016.

c) A415 – Army vehicle – Complaint that it was being driven in an unacceptable manner and having to stop suddenly for a pedestrian on the zebra crossing.

d) Hyde Copse development – Delivery vehicles – Complaints received regarding congestion and dangers from delivery vehicles using Longfields for access to the Hyde Copse site, in the mornings, whilst children were walking to school and waiting for the secondary school bus. These had been referred to Taylor Wimpey.

e) Oxfordshire County Council – Road Closures

The un-named road from A415 to Barrow Lane would be closed for 10 days from 19th September, and the A415 from the A34 to Marcham village together with the un-named road would be closed for 4 nights from 29th September. The affected buses and traffic would divert around North Street, Faringdon Road, Gozzards Ford, Shippon, Faringdon Road Abingdon, and Spring Road. The Clerk has requested a diversion for traffic along the A338 and Faringdon Road. The County Council was of the opinion that this was not required as only local people would use the diverted route.

f) Oxford Green Belt Network- AGM Thursday 15th September at 7.30 p.m. at Sandford on Thames Village Hall.

g) Mill Road – Bridleway – bridge – The barrier to prevent users accessing the collapsing bridge unfortunately had been partly removed again. The County Council had been informed. Negotiations continued to ensure bridge repairs.

h) Oxfordshire County Council - Grant Thornton Study – A review of the future options for local government in Oxfordshire had been published.

i) Age Concern – Partnership meeting 28th September 1.30 p.m.
Abingdon Health and Wellbeing Centre

j) Oxfordshire County Council – Minerals and Waste Plan – Examination programme available

2016/190

Accounts

Council noted the list of cheques numbered 2873 to 2887 to be signed and authorised payments totalling £5819.75 in respect of administration costs, RoSPA play area inspection, grass cutting, allotment water rates, and legal advice regarding community facilities funding.

Council considered signatories to the current account to replace Mr. Bough who had left the Council.

Council noted that Nat West bank was now charging for transactions where within a 12 month period the turnover exceeded £100,000.

RESOLVED:

that any two from Miss Mander, Mrs. Hill, Mr. Steere, Mr. Hillis and Mr. Walton be authorised to sign cheques on behalf of the Council

2016/191

Matters raised by members for information
Village Roads – Weeds

Concerns were raised regarding the number of weeds growing in pavements around the village.

OALC – training course – Any Other Business

Mr. Steere reported that he had learned that “Any Other Business” should not appear as an agenda item. The Clerk advised that “Matters raised by members for information” which appeared on the agenda, was for issues where no debate and decision were required, and was an opportunity for members to bring matters to the attention of Council for reporting purposes only or to ask for items to be included in a future agenda.

Allotments

It was suggested that an article appear in MAD News requesting those interested in renting an allotment to contact the Clerk.

2016/192

Items for Marcham and District News

The Clerk would prepare an article for MAD News

2016/193

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 12th October, 2016 in the residents’ lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.50 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 12th October, 2016 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Miss R. Atkins, Mr. M. Denton, Mrs. J. Fabes, Mr. M. Hillis, Mr. M. Hoath,
Miss R. Mander, (Chairman), Mr.P. Steere, Mr. D. Walton
Clerk: Mrs. L. Martin
Cllr. Mr. R. Webber (County Councillor)

Prior to the commencement of formal business Mr. P. Doyle from Virgin Media outlined the company's plans for expanding its services into Marcham. There would be a completely new fibre network enabling internet speeds of up to 200mg per second, with faster speeds of up to 300mg/s for businesses. The work should be complete by March 2017. It was appreciated that there would be short term disruption, but this would be for longer term benefit. Marcham was one of 4 or 5 smaller villages to have the cable laid this financial year. Excavations would be narrow trenching, with no new materials brought in for restoration. Questions were raised with him. New housing developments were being planned and were taking place at the edge of the village, these were not included in the current plans of Virgin Media, and would be taken into account as the boundary line on a plan showing the works area had been arranged some while ago. Virgin Media had an audit process for checking restoration of excavations. Mr. Doyle agreed that the Parish Council could approach the company direct should it have any queries regarding restoration should there be queries once the backfilling of trenches was complete. It was suggested to Mr. Doyle that advance notice of when the works were to start should be given in Marcham and District News, and on the village facebook page. He confirmed that Virgin Media would itself, arrange community information events and marketing events.

The Chairman thanked Mr. Doyle and he left the meeting.

2016/194 Apologies for absence
Apologies had been received from Mr. W. Cumber and Mrs. S. Hill.
Apologies had also been received from Cllr. Mrs. C. Webber (District Councillor).

2016/195 Declarations of Interest
Mr. M. Hoath declared an interest in the agenda item relating to community facilities in that he was a Director of the Anson Trust which was proposing the facilities
Miss R. Atkins declared an interest in the agenda item relating to the planning application P16/V2555/HH at 50 North Street in that she knew the applicant.

- 2016/196 Minutes of the meeting held on 14th September, 2016
The minutes of the meeting held on 14th September, 2016 were approved and signed as a true record of the meeting, subject to correcting typing. In minute 2016/182 correcting “Vale of White Horse District Council undertaking letter picking” to “Vale of White Horse District Council undertaking litter picking”, and to renumber of the pages of the minutes as page 334 appeared to have been missed out.
- 2016/197 Matters Arising from the meeting held on 14th September, 2016
Youth Shelter
Council noted that this had still to be painted. A reminder had been given, together with information as to the offer from Mr. Rob Finch, youth worker, to assist with the project.
- 2016/198 Public Participation
There were no members of the public present.
- 2016/199 Planning Applications
- a) Decisions on previous applications
- P16/V2183/LB Part replacement of roof with zinc substitute
Denman College, New Road
Permitted 3rd October, 2016
- P16/V2017/FUL Demolition of house, replacement dwelling, swimming pool, garage and new access
Studland House, Woodside
Withdrawn 22nd September, 2016
- b) Applications dealt with prior to the meeting
- No applications had been received
- c) Applications considered at the meeting
- P16/V2555/HH Single storey side extension
50 North Street
For: Ms. A. Gover
Members had comments regarding visibility from North Street which was in the conservation area, the materials to be used and possible reduction in car parking within the curtilage of the site.

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

In support	Not supporting	Abstentions
6	0	2

Comments: Council supported the application. It improved the living space. A condition to be included to ensure stone or materials appropriate to the conservation area be used. The District Council to confirm that the on site car parking arrangements met its requirements.

P16/V2533/HH Conversion/extension of outbuilding to create artist's studio

1 Gozzards Ford

For: Mr and Mrs. Spriggs

Members generally supported the application and were of the opinion that it was proportional improvement. The studio should remain as ancillary to the main dwelling, and no further works undertaken without planning consent.

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

In support	Not supporting	Abstentions
8	0	0

Comments: Council supports the application but a condition should be imposed to ensure that it remains ancillary to the main dwelling and that any permitted development rights were withdrawn

2016/200

District Councillor's Report – Cllr. Mrs. C. Webber

In the absence of Cllr. Mrs. Webber, Cllr. R. Webber gave a report on her behalf. Reports were circulating that Dalton Barracks airfield was included in the Ministry of Defence sites to be sold by Government. If this were the case, then it may be possible to create a by pass for Marcham. Reference was made to the invitation by Catesby Estates Ltd to an exhibition in Denman College on Wed. 19th October to view plans for 55 houses on land to the Eastern side of the village and south of the A415.

Information as to the s. 106 requirements within the proposal to redevelop the Institute site, and erect housing, and community facilities had been sent by the District Council's legal department to Cllr. Mrs. Webber. These were presented at the meeting. Further information could be obtained from the District Council.

2016/201

County Councillor's Report – Cllr. R. Webber

Cllr. Webber reported that other parishes within his Division were inundated with planning applications for housing, and that Sutton Courtenay residents had held an action day, where 150 people had attended. There had been a march to the District Council offices, where a petition regarding a fair deal for Sutton Courtenay had been handed in.

New Homes Bonus – The calculations for the payment of new homes bonus assume average rates over 6 years. The District Council received 80% of the bonus. Cllr. Webber suggested taking up the fight and requesting Marcham's share of the bonus.

2016/202

Miss Atkins left the meeting at 8.30 p.m.

2016//203

Neighbourhood Plan

Council considered whether to undertake a Neighbourhood Plan. Points that arose were: whether it would give control over what happened in the parish, the likelihood of available land and willingness of landowners to dispose of it, who would actually undertake a Plan, funding required and monies needed in the budget. It was noted that the Anson Trust's plan for community facilities should have started construction by the summer of 2016, and it may be better to consider a Neighbourhood Plan once it was clear that those plans were progressing.

RESOLVED:

- (i) that consideration be given when undertaking the budget to including money for a Neighbourhood Plan
- (ii) that the matter be reconsidered again early in the new year, with a view to setting up a working party, so that any legal ramifications could be understood before making a final decision

2016/204

Community Facilities

Council noted that planning consent had been given. The revised

offer letter to the Anson Trust as agreed at the last meeting had been sent to the Anson Trust. They had requested to meet and the Council's working party met with representative of the Trust. The Trust had had concerns with various points, in particular creating a charge on the land, a note at the Land Registry and the grant becoming repayable should community facilities cease to operate. The Trust had put forward an alternative suggestion of the Trust leasing the whole site (Anson Field other than land for housing and nursery) to the Parish Council. The idea being that the Council would then become more in control of its investment. The Council could then sub-let to whichever organisation it wished. The Council's representatives on the community facilities steering group reported that at a recent meeting of that group there had been discussion as to rent payable under a lease, and the possibly grant payment towards construction being regarded as up front rent payment. The legal aspects of a Lease, rent payments, vat implications and a grant towards construction, needed further investigation.

The Chairman called for a show of hands for those in favour of authorising the clerk to incur costs of up to £5000 on obtaining professional necessary consultants' advice on legal, financial and other matters in connection with the council's role in regards to new community facilities.

In favour	Against	Abstention
6	0	1

Council noted the suggested specification for a new hall

RESOLVED:

- (i) that the Clerk, in consultation with the working party, be authorised to incur expenditure up to £5000 in seeking professional advice in connection with the Council's role in regards to new community facilities.
- (ii) that the funds be taken from reserves, should the balance in the 2016/17 budget be insufficient.
- (iii) that the specification (draft 2) for a new village hall be noted
- (iv) that members consider the specification individually and notify the clerk should they have any comments.

2016/205 Department for Communities and Local Government – Consultation on Local Government Finance Settlement

Council noted the publication of the consultation paper and the proposals regarding council tax referendum principles for local parish and town councils. Council discussed the implications for the parish and

RESOLVED:

that a letter be sent in response to the consultation advising that this Council believed that an increase of 2-3% on the council tax band D was marginal and trivial, yet it would cost in the region of £2500 to undertake a referendum.

2016/206 Radar Speed Gun

Council noted that Sunningwell and Wootton Parish Council were not interested in joining with Marcham in the purchase of a speed detection gun. St. Helen Without Parish Council had resolved to contribute and share the cost should the matter progress. Cumnor Parish Council had requested further information. Mr. Denton had sought information from the Police, but they had not responded. Rather than purchase a speed detection gun, it was thought that requesting the Police to undertake speed monitoring may be one solution. It was suggested that should other parishes to the west of Marcham purchase a second gun, then enquiries should be made as to whether Marcham could share in that purchase.

RESOLVED:

- (i) that Mr. Denton make enquiries of the Police as to whether they could visit the village with speed detection equipment
- (ii) that enquiries be made of the parishes within the Neighbourhood Action Group area 2 to see if and when purchasing a second speed gun whether Marcham could be considered to join them.

2016/207 Defibrillator outside Marcham Primary School

Council noted that Marcham Primary School had agreed a location for the proposed new defibrillator. Council considered the quotation received for the defibrillator, cabinet and installation costs. The electrical contractor was checking the level of his insurance cover to enable him to work on School premises. Funding had not been specifically included in the budget for this.

Mr. Walton proposed, Mr. Hillis seconded that Council proceed with

the acquisition of a defibrillator at a cost of up to £2000

The Chairman called for a show of hands

In favour	Against
7	0

RESOLVED:

- (i) that the Clerk be authorised to proceed with the purchase of a defibrillator, cabinet and arrange installation at Marcham Primary School
- (ii) that a sum of up to £2000 be authorised for expenditure including vat, from reserves
- (iii) that expenditure be included in the budget for 2017/18

2016/208 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

2016/209 Vanderbilt Phase I – Footpath Howard Cornish Road, northwards
Council noted that the Solicitor who was approached to deal with the checking of the Transfer for the public open space sites had requested that he be instructed, in the interests of completeness, to handle the whole transaction. Council noted the estimated cost of £1000

RESOLVED:

that Council's Solicitor be instructed to proceed with the full conveyancing of the title of the footpath area and the public open space.

2016/210 Correspondence

- a) Vale of White Horse District Council – Tour around ERF Ardley on 16th November
- b) Environment Agency – Oxford Flood Alleviation Scheme – newsletter
- c) Vale of White Horse District Council – Parish Forum Thursday 10th November at 6.00 p.m. at The Beacon, Wantage. Mrs. Fabes would attend this meeting.
- d) South Central Ambulance Service – Patient Forum 19th October, 2016 at 5.30 p.m. John Radcliffe Hospital. Focus on dementia care in the ambulance service

- e) Housing development – 55 units south of the A415 at the eastern side of the village – Catesby Estates Ltd
An exhibition was to be held in Denman College on Wednesday 19th October from 2.00 p.m. for councillors and 3.00 p.m. for the public.

RESOLVED:

that the Council's policy on housing design be sent to Catesby Estates Ltd

2016/211

Accounts

Council considered a donation to the Royal British Legion Poppy Appeal who had supplied the wreath laid at the war memorial on Remembrance Sunday. The external audit for the year 2015/2016 had now been completed and Council noted that there were no matters which came to the attention of the external auditor, BDO, which required the issuing of a separate additional issues arising report Council received a report on the accounts and budget comparisons as at 30th September, 2016.

Council noted the list of cheques numbered 2888 to 2896 to be signed and

RESOLVED:

- (i) that payments totalling £4180.69 in respect of administration costs, cemetery maintenance, grass cutting, and grant.

2016/212

Matters raised by members for information

North Street/Sheepstead Road – missing lamp posts

It was reported that these lamp posts which had been removed owing to the poor state and condition had not been replaced. Members noted that they were in the County Council's programme, but were of low priority and were unlikely to be replaced in the near future.

Howard Cornish Road . Kings Avenue - Street Lights not working

Street Lights 22 and 23 in Howard Cornish Road were not working. Neither was street light 8 in Kings Avenue. These had been reported to the County Council.

Churchyard – grass cutting

Mr. Denton requested that the schedule of grass cutting within the Churchyard be placed on the agenda for the next meeting, as he had received several complaints about the length of grass. He suggested that the conservation area be sited to the rear only.

North Street – pavement

A request was made for an update report on the proposal for a pavement in North Street to be included in the agenda for the next meeting.

2016/213

Items for Marcham and District News

The Clerk would prepare an article for MAD News

2016/214

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 9th November, 2016 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.45 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 9th November, 2016 in the residents' lounge at Duffield Place, Marcham at 7.40 p.m.

Present:

Miss R. Atkins, Mr. M. Denton, Mrs. J. Fabes, Mrs. S. Hill, Mr. M. Hoath,
Miss R. Mander, (Chairman), Mr.P. Steere, Mr. D. Walton

Clerk: Mrs. L. Martin

Cllr. Mr. R. Webber (County Councillor)

2 members of the public – Mr. C. Hillier (Arthur Anson Memorial Trust Ltd)

Mr. C. Brotherton (Thomas Homes Ltd)

Joined by a third member of the public

The Chairman referred to the death of serving Parish Councillor William Cumber. He had served on the Council for over 30 years and had given generously to the parish. The Clerk had written a letter of condolence to his 3 children. Members stood in a minute's silence in his memory.

2016/215

Apologies for absence

Apologies had been received from Mr. M. Hillis, and also from Cllr. Mrs. C. Webber (District Councillor).

2016/216

Declarations of Interest

Mrs. S. Hill declared an interest in the agenda item relating to the grant application from the Marcham Baby and Toddler Group in that her daughter was connected to the group.

Miss R. Atkins declared an interest in the agenda item relating to the grant application from the Parochial Church Council for the children's club in that she was a Church member. She also declared an interest in the agenda item relating to the grant application from All Saints Church (Marcham Youth) in that she was a Church member.

Mr. M. Hoath placed on record that he had resigned as a Trustee of the Anon Trust, but he still declared an interest in the agenda items relating to community facilities and the grant application from the Trust in view of his immediate past connection with the Trust.

Mr. P. Steere declared an interest in the agenda item relating to the grant application from Marcham Society in that he was a member of the Society.

Mr. M. Denton declared an interest in the agenda item relating to grant applications from the Parochial Church Council for the children's club in that he was a member of the Church. He also declared an interest in the agenda item relating to the grant application from All Saints

Church (Marcham Youth) in that he was a member of the Church. He similarly declared an interest in the agenda item relating to Marcham Churchyard.

Miss R. Mander declared an interest in the grant application from Marcham Society in that she was a member of the Society.

2016/217

Minutes of the meeting held on 12th October, 2016

The minutes of the meeting held on 12th October, 2016 were approved and signed as a true record of the meeting.

2016/218

Matters Arising from the meeting held on 12th October, 2016
Youth Shelter

Council noted that painting had started on the shelter.

2016/219

Public Participation
Anson Trust – New Community Facilities

Mr. Chris Hillier on behalf of the Anson Trust spoke about the Trust's plans for community facilities. The Trust had engaged Mr. Mark Patchett to co-ordinate the whole project. The possible options for running new facilities were outlined. The Trust would put the options formally in writing to the Council, so that the thinking of the Trust could be understood. Concerns were raised regarding the wishes of residents for facilities in the hall being greater than the funding available. Mr. Chris Brotherton on behalf of Thomas Homes, the developer, spoke. He expressed concern regarding the time taken to date for the Trust to progress the matter. He was likely to withdraw from the project should matters not progress swiftly. Mr. Patchett had been employed as co-ordinator, so the pace at which matters were finalised should increase.

Cllr. R. Webber encouraged all parties to work together to see the project through to fruition.

Mr. Brotherton and Mr. Hillier left the meeting.

A member of the public joined the meeting.

2016/220

Planning Applications

a) Decisions on previous applications

P16/V22031/LB General maintenance works and new kitchen extraction

The Crown Public House, 1 Packhorse Lane

Permitted 6th October, 2016

Single storey rear extension at Studland House,
Woodside, Frilford
Confirmed that the extension was permitted
development and no planning application was required
2nd November, 2016

b) Planning Applications dealt with prior to the meeting

P16/V2565/HH storey front extension
Studland House, Woodside, Frilford
For: Mr. and Mrs. R. Lamplough
Comments: Council had no objections, but requested
conditions as to traffic movements during construction,
full restoration of the bridleway access following the
works, protection for trees and pre-planned works to
trees, to prevent damage, all materials to be sympathetic
and in keeping with the existing dwelling.

P116/V25557/PDH (Notification to use permitted
development rights)
Rear extension. Depth 8m Height 3m to eaves
Studland House, Woodside, Frilford
For: Mr and Mrs. R. Lamplough
The Council was not required to comment

P16/V0546/HH Demolish previous extensions on
western aspect and bay window on eastern aspect, and
extend principal dwelling and barn with single and two
storey additions.
Marcham Mill, Mill Road
For: Mr. and Mrs. Bedford
Comments: Council supported the building works as the
property would become a habitable dwelling again, but
asked the District Council to ensure the Environment
Agency was fully satisfied with the works to the river.

c) Applications for consideration at the meeting

There were no applications to be considered

2016/221

District Councillor's Report – Cllr. Mrs. C . Webber

In the absence of Cllr. Mrs. Webber, Cllr. R. Webber gave a report on
her behalf. Various neighbourhood plans seemed to be experiencing
difficulties. In view of the fact that there was no local plan in place

any speculative application was treated the same whether there was a neighbourhood plan for the parish or not. It was suggested that may be wise not to rush to undertake a neighbourhood plan. Cllr. Webber had no additional points to add in regard to County Council matters.

2016/222

County Councillor's Report – Cllr. R. Webber

Cllr. Webber had no additional points to add in regard to County Council matters.

2016/223

Community Facilities

The Council's representatives on the community facilities steering group provided an update report. Mr. Mark Patchett, facilitator employed by the Anson Trust, had suggested ways of re-ordering the Anson Trust and splitting the Trust's objects, such as a possible merger with Marcham Community Group, to create two charities, one to manage community facilities and a second to pursue other objects such as grant giving. Another option was a Lease to Marcham Community Group with the Parish Council having some step in rights to take on the remainder of the Lease should Marcham Community Group default on its obligations. A previous suggestion of a Lease to the Parish Council appeared to be no longer available.

Mr. Walton proposed and Mr. Denton seconded the proposal that Marcham Parish Council, should a Lease of community facilities be created in favour of Marcham Community Group, be included in the Lease document with rights to step in and take on the remainder of any Lease term.

The Chairman called for a show of hands:

In favour	Against	Abstention
7	0	1

RESOLVED:

that the Parish Council be a party to any Lease between the Anson Trust and Marcham Community Group with rights to take up an option to take over as tenant of the community facilities should a Lease to Marcham Community Group be created

Council noted that no comments had been received from members regarding the specification for the hall. Council considered a letter

from the Anson Trust. This queried the terms on which the Council had offered a grant towards construction. It had concerns with placing a charge or restriction on its title, and the Trust was not prepared to accept this. It was suggested that the Council had no rights to the Trust land, and was effectively granting a sum to enable a larger hall to be constructed. It was proposed by Mr. Walton, and seconded by Mrs. Hill that no charge or restriction be placed on the title of the Anson Trust's land. The Clerk advised that Council would be going against the advice of its Solicitor should it resolve to not have any change or restriction on the title.

The Chairman called for a show of hands of members in favour of not placing a charge or restriction on the Anson Trust land when a grant was awarded.

In favour	Against	Abstention
6	1	1

RESOLVED: that

- (i) the advice of the Clerk be noted
- (ii) that no charge or restriction be placed on the freehold or leasehold estates of the Anson Trust

Council had made an offer of a grant on the basis that it would become repayable (inter alia) in the event of insolvency or bankruptcy of the freeholder, or the facilities ceasing to operate. It was suggested that as the grant was being given for construction, to require the repayment of the grant would be impossible in those circumstances. As previously advised one option was that the Parish Council take over the facilities should there be difficulties with any Lessee. The clause would therefore be redundant.

It was proposed by Mr. Walton, and seconded by Miss Mander that the requirement to repay the grant to the Council in the event of the insolvency or bankruptcy of the freeholder, or the facilities ceasing to operate should be removed as a grant condition.

The Chairman called for a show of hands

In favour	Against	Abstention
6	0	2

RESOLVED:

that repayment of the grant in the event of the insolvency or bankruptcy of the freeholder or the facilities ceasing to operate be removed as a condition of offering the grant.

Council noted the draft s. 106 agreement terms which were summarised by the Chairman. It was noted that the specification of the hall building was to be submitted to Marcham Community Group. It was suggested that the specification should also be submitted to the Parish Council.

RESOLVED:

that the District Council be requested to include reference in the s. 106 agreement to the submission of the specification of the hall building to the Parish Council.

2016//224

Grant Applications

Members who had declared interests in grant applications took no part in debate and voting in the relevant application.

Council considered grant applications from various organisations. In regards to the grant application from the Anson Trust, it was considered that a total spend in the region of £2000 was excessive for cutting the recreation ground outfield. It was suggested that the Clerk contact Mr. Trevor Hill from the Cricket Club to discuss possible other options, as sports pitches were cut by the Clubs themselves. In regards to the grant application for Marcham Society for the production of leaflets of parish walks, it was suggested that any grant sum be held back until the leaflets were printed, as changes to the leaflet may be required and printing may not be imminent. In regards to the grant application from the Youth worker, that should a grant be awarded then, he be advised that expensive items should not be left in the building used by the Club, that the village facebook page could be used to request items to be donated. As this was a new Club, the applicant be advised that further consideration of an additional grant from the Council could be possible. In regards to the grant request from Marcham Senior Citizens Club, it was noted that there had been no recent advertisements for the Club. Information as to membership numbers be obtained, and the Club be requested to advertise more.

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:

Oxfordshire Association for the Blind	£100
Marcham Senior Citizens Club—running costs (subject to advertising the existence and activities of the Club)	£250
Marcham Baby and Toddler Group – Christmas event	£120
Marcham Parochial Church Council – coach costs for outing for children from Friday club	£300
Home Start Southern Oxfordshire – running costs	£200
Marcham Society – production of leaflet of parish walks (grant to be retained until leaflets were printed)	£400
South and Vale Carers Centre – running costs	£150
Marcham Parochial Church Council, Marcham Youth Club (with advice given as to lodging an appeal on the village facebook page for useful items for the Club, removal of expensive items from the building used by the club, and a note that the Council would consider a further grant during the setting up phase of the new Club)	£500

- (ii) that under s. 19 Local Government (Misc.Prov.) Act 1976 a grant of £1000 be awarded to the Anson Trust towards the expenses of grass cutting in the Anson field recreation ground
- (iii) that under s. 142 Local Government Act 1972 a grant of £750 be awarded to the South and Vale Citizens Advice Bureau

2016/225

Marcham Churchyard

Council noted that the closed Churchyard was maintained by the Parish Council on a grass cutting schedule agreed with the Parochial Church Council and Marcham Society. Council noted that some parishioners thought the conservation area needed to be located to the rear of the Churchyard and the current conservation area to the front cut more regularly. Council also noted receipt of a letter from a parishioner who had been involved in the original conservation area plan with the

Diocese. He asked that no decision be taken as to alterations to the grass cutting schedule, until there had been an opportunity to discuss all the issues involved.

RESOLVED:

- (i) that that matter be deferred to a future meeting
- (ii) that the Council's working group together with the chairman and/or clerk meet with Marcham Society to discuss the conservation area in the churchyard and proposals for next year's grass cutting schedule.

2016/226 Oxfordshire Fire and Rescue Service – Community Risk Management Plan

The Chairman summarised the content of the Community Risk Management Plan

RESOLVED:

- (i) that this Council make no comment
- (ii) that members complete the response forms as individuals should they wish to do so.

2016/227 Oxfordshire County Council – Daytime support consultation

The Chairman summarised the content of the Daytime support consultation. Members expressed concern regarding the fact a vulnerable part of the community was being subjected to reduced services again, transport funding having been cut a few months previously.

2016//228 Speed Detection Gun

Council received a report from Mr. Denton that the Police had insufficient manpower and time to undertake speed monitoring. Council noted that the Neighbourhood Action Group 2 parishes had offered to review the position of Marcham in joining that group's existing scheme.

Members agreed that the position of Marcham parish joining the existing NAG2 speed monitoring group be reconsidered by them. Members stated that it would be beneficial to spend a day with one of the other parishes when they were out undertaking speed monitoring.

RESOLVED:

- (i) that the invitation from the NAG2 parishes to review Marcham joining the speed monitoring scheme be accepted
- (ii) that they be asked whether representatives from Marcham could be present when speed monitoring checks were undertaken.

2016/229 Remembrance Sunday 13th November, 2016
Council discussed the road traffic arrangements for Remembrance Sunday and the road closure for the procession to the war memorial. Notices had been displayed, road closure signs were at the Church which would be put out in agreed locations. Police would be in attendance. It was imperative that those attending dispersed quickly to allow traffic to flow.

2016/230 Miss Atkins and Mr. Denton left the meeting.

2016/231 Campaign for Real Ale – Nomination of Black Horse Public House as Asset of Community Value
Council considered a request from the Campaign for Real Ale for the Parish Council to apply to the Vale of White Horse District Council to have the Black Horse Public House listed in the register of Assets of Community Value.

RESOLVED:

- (i) that Council itself not apply for the Black Horse to become listed in the register of Assets of Community Value.
- (ii) that Council would support the Campaign for Real Ale organisation or any other organisation who did lodge such an application.

2016/232 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

2016/233 Hitchcops Wood – footpath
Council noted a report on a site meeting between Oxfordshire County Council, St. Helen Without Parish Council, representatives from

Marcham and the landowner to discuss the inclusion of a footpath on the definitive rights of way map. A particular path route had been walked for decades, and this was accepted by the landowner Mr. Anthony Ogilvie-Thompson. Agreement was reached that a footpath of at least 2m wide through the bluebell wood should be added to the definitive rights of way map. One section which led into the Hitchcose pit may not be possible as it was a dead end. The Parish Council may be asked at a future date to assist with signage. The County Council staff were proceeding to draft the Dedication Agreement.

RESOLVED:

that the report be noted.

2016/234

North Street – footway

The Clerk had referred the query regarding the provision of a new footway to the County Council's corporate services who were currently dealing with matters delegated to Town and Parish Councils. The matter had been passed to the area steward. Once the County Council had given consent in principle, quotations for funding would be required. It was noted that the Community Led Plan had identified the need for a footway in North Street.

RESOLVED:

that a letter be sent to the County Council pointing out the dangers to pedestrians in a road without a footway, and asking for the matter to be expedited.

2016/235

Correspondence

a) Oxfordshire Leader Funding Information – Grant funding themes of growing, selling local food, vibrant villages, reviving rivers and canals, unlocking potential of woodlands.

b) Oxfordshire County Council – Road Closure for Sheepstead Road between Kings Avenue and Cow Lane for approximately 10 days from 31st October to allow for road repairs. The Clerk reported that one complaint had been received from a resident regarding the extra time, distance and petrol needed to divert around the closed road.

c) OALC – October update newsletter

2016/236

Accounts

Council noted the list of cheques numbered 2897 to 2907 to be signed and

RESOLVED:

- (i) that payments totalling £4309.03 in respect of administration costs, grant, allotment water and some clearance costs, paint for youth shelter, play area inspection and maintenance, grass cutting, and grant be authorised.

2016/237 Matters raised by members for information

Lighting in village

Comments were made regarding how dark certain areas were in the village in the evening. Some street lights were not working or had been removed. These areas were Howard Cornish Road and Sheepstead Road to Harding Way. The County Council was aware of the problems. Whilst non working street lights could be repaired, it was unlikely that lamp posts that had been removed on safety grounds would be replaced in the near future.

Parishioner of the Year

Questions were asked about the parishioner of the year competition. These were answered.

2016/238 Items for Marcham and District News

The Clerk would prepare an article for MAD News

2016/239 Date of Next Meeting

The next meeting of the Council would be held on Wednesday 14th December, 2016 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.55 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 14th December, 2016 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Miss R. Atkins, Mr. M. Denton, Mrs. J. Fabes, Mrs. S. Hill, Mr. M. Hoath,
Miss R. Mander, (Chairman), Mr. D. Walton

Clerk: Mrs. L. Martin

2 members of the public

Joined by a Mr. M. Hillis and Cllr. Mr. R. Webber (County Councillor)

- 2016/230 Apologies for absence
Apologies had been received from Mr. P. Steere, Mr. M. Hillis in anticipation of his late arrival and also from Cllr. Mrs. C. Webber (District Councillor).
- 2016/231 Declarations of Interest
Miss R. Atkins declared an interest in the agenda item relating to the planning application for 12 Frilford Road in that she knew the applicant well.
Miss R. Mander declared an interest in the agenda item relating to the planning application for 1 Priory Lane in that she was related to the applicant and would withdraw during debate.
In the interests of transparency the Clerk placed on record that she was related to the agent for the applicant in regards to the planning application for 1 Priory Lane.
- 2016/232 Minutes of the meeting held on 9th November, 2016
The minutes of the meeting held on 9th November, 2016 were approved and signed as a true record of the meeting. However a query was raised in regards to the grant awarded to the Anson Trust for grass cutting. It was suggested that the intention at the last meeting was not to immediately award the grant but to seek other quotations and compare pricing before awarding the grant.
For any future application the Council would require information as to the budget spending before grass cutting was undertaken, in order to consider any grant application. Council clarified that the £1000 grant awarded at the last meeting was for the 2017 season, but that if a cheaper contractor was found, or not all the grant spent, the Council would require a refund of some of the grant monies. Any grant required for the 2018 season would be for renegotiation.

It was suggested that the precise time that members arrived or left the meeting should be recorded where the Minute indicated his/her arrival or departure.

2016/233

Matters Arising from the meeting held on 9th November, 2016
Churchyard – grass cutting schedule

A meeting had been arranged with Marcham Society and Parochial Church Council to discuss the grass cutting in the Churchyard. The Church had received complaints about the untidy state, and it was reported by one of the Council's representatives on the joint working party, that the contractor had commented on how matted the grass became in the central conservation section as this was not cut as frequently. It had been agreed, subject to costings, to cut the central section twice in the season (July and October), leave the area by Denman College to be cut once a year. It has been proposed that a party of volunteers from the Church would rake the cuttings to prevent matting of grass. The notice board where information as to what could be found in the conservation area could be placed, was in need of repair. Costs could be considered at the time of the budget.

Speed Monitoring

Council noted that the Faringdon East Neighbourhood Action Group had confirmed its decision not to extend the speed monitoring scheme to villages outside of its area. East Hanney representatives, had agreed to host a viewing session for one or two Council members. They would be in contact in due course. They had also suggested that Marcham may be able to borrow the equipment belonging to the Police Neighbourhood Team.

Grants Awarded at the Last Meeting

Council noted the responses from grant recipients to the questions posed by members at the last meeting. A query was raised by a member as to whether all information was in the public domain. The Clerk confirmed that the Clerk's notes did not automatically form part of the Agenda, but under the Freedom of Information Act a request could be made by a member of the public to see them. Any confidential or exempt information would be redacted before being released.

Howard Cornish Road – Street Lights

Council noted that the 2 street light that were not working have been repaired.

Sheepstead Road – Lights

Members also mentioned the missing street lights in Sheepstead Road, which had been removed many months ago owing to rusting metal. This left the area very dark. Reliance was on the lights to indicate the 30 mph speed zone. The Clerk was asked to write a strongly worded letter to the County Council to try and ensure that the street lights were replaced as soon as possible. It was suggested that s. 106 money from the Kings Field phase II development may be able to assist with replacement street lighting.

2016/234

Public Participation

No member of the public present wished to address Council.

2016/235

Planning Applications

a) Decisions on previous applications

P16/V2533/HH Conversion of outbuildings to create an artist's studio

1 Gozzards Ford

Permitted 8th November, 2016

P16/V2555/HH Proposed single storey side extension
50 North Street

Permitted 22nd November, 2016

P16/V2565/HH Proposed two storey front extension
Studland House, Woodside, Frilford Heath

Permitted 8th December, 2016

b) Planning Applications dealt with prior to the meeting

P16/V2692/FUL Variation of condition 7 - roads to remain private and condition 13 – no direct requirement for provision of charging points for electric vehicles

37 dwellings with associated works, garages, access road and public open space

Land off Packhorse Lane

For: Matthew Homes Ltd

Comments: Council objected. The wording in the

application appeared to remove the requirement to construct the road in accordance with County Council's road design guide. All roads should be constructed to County Council standards. The requirement for electric charging points should remain owing to the pollution on the A415 and the designation of the Air Quality Action Area. Every opportunity should be given to improve air quality.

P16/V2791/RM Reserved matters following outline approval P14/V2373/O

Land off Sheepstead Road

For: Mrs. H. King-Thompson and Mrs. H. Shorthouse

Comments: Council sought assurances regarding the paths, the linking of the paths, and maintenance responsibilities for open spaces. The house design appeared "boxy" and a request was made for stone or part stone to break up the appearance at an entry point to the village. Confirmation was sought as to the capacity of the public sewer to accommodate these dwellings

c) Applications for consideration at the meeting

P16/V2952/HH Internal and external alterations to existing outbuilding to provide additional residential use in connection only with 11 Church Street

Building not listed, but deemed to be within the curtilage of 11 Church Street which is grade II listed)

Building known as 1718 building 11 Church Street

For: Mr. J. Duffield

Members discussed the application and noted that there were no additional bedrooms, and no extra parking requirements.

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

In favour	Against	Abstention
7	0	0

Comments: Council believed the alterations to be a tidy conversion which would maintain the appearance of the building. It requested that standard conditions relating

to listed buildings to apply, such as the type of materials, as the building was within the curtilage of a listed building.

2016/236 Cllr. R. Webber (County Councillor) joined the meeting at 7.45 p.m.

2016/237 Planning applications continued

Miss Mander, the Chairman, left the meeting, and sat with members of the public. Mrs. Hill, Vice-Chairman, took the Chair for the following item

P16/V2887/FUL Erection of 3 bed detached dwelling
1 Priory Lane

For: Mr and Mrs. R. Pointer

Council discussed the application. Reference was made to the fact that it could be regarded as 2 storey property even though the application referred to single storey with room in the roof. It did not directly overlook other properties. Questions were asked of the Clerk as to whether comments could be made on the private road access as it was not adopted. The Clerk confirmed that Council could comment on that aspect if it wished. There had been archaeological findings in an adjacent field, and it was suggested that archaeological survey be undertaken.

The acting Chairman asked for a show of hands in support of the application

In favour	Against	Abstention
7	0	0

Comments: Council believed it was sensible infill, and it was assumed that it would go towards Marcham's quota of housing. Some concerns for vehicular movements in a cul-de-sac during construction and Council requested archaeological monitoring.

As the Clerk was related to the agent for the applicant,

she stated she would circulate the response letter to the District Council to the members for approval before being sent.

Miss Mander resumed as Chairman for the remainder of the meeting.

Mr. M. Hillis joined the meeting at 7.55 p.m.

P16/V3052/LB Alteration to grade II listed barn to form
Alteration to grade II listed barn to form 2 bed annex
12 Frilford Road

For: Professor J. Allan

Concerns were raised regarding the lack of drawings for the proposed conversion of the outbuilding for parking, and no confirmation had been given that the landowner of the land forming the access and parking area had agreed to the proposal. The parking appeared unrealistic and could generate parking within North Street.

The Chairman called for a show of hands for those who objected to the application

In favour of objecting	In support of the application	Abstention
7	0	1

2016/238

District Councillor's Report – Cllr. Mrs. C . Webber

In the absence of Cllr. Mrs. Webber who was attending a meeting of the Vale of White Horse District Council, Cllr. R. Webber gave a report on her behalf. The effectiveness of a neighbourhood plan was questioned as additional housing in Drayton, not within the neighbourhood plan, had been approved as the District Council owing to the lack of a Local Plan. Cllr. Webber advised that at 11 sites in his County Division, developers were riding rough shod over conditions. The Local Plan was due to be adopted at the meeting of the Vale of White Horse District Council held on 14th December.

2016/239

County Councillor's Report – Cllr. R. Webber

Cllr. Webber advised that careful consideration was going to be given to the budget. Social care cost was increasing. The departments at the County Council should stop operating independently because of impacts on other budgets. A unitary authority would save money.

2016/240 Community Facilities
Miss Mander, a representative of the Council on the Community Facilities Steering Group, had circulated the minutes of the latest CFSG meeting. Matters were progressing steadily. Council noted suggested Heads of Terms for the agreement for a grant offer to the Anson Trust towards the construction of the village hall, multi-use games area, and changes to sports pitches. The Anson Trust had amended these and questions on the amendments had been submitted. The draft Heads of Terms for the grant agreement had been sent to the Council's Solicitor. A draft agreement was awaited.

2016/241 Miss R. Atkins left the meeting at 8.35 p.m.

2016/242 Marcham Community Group – Annual General Meeting 10th November, 2016

Miss Mander had attended this meeting and gave a report. She had circulated to members the report of the Chairman of MCG. A query was raised as to whether Miss Mander had attended on behalf of the Parish Council or as an individual.

In order to clarify the position it was proposed by Mr. Walton and seconded by Mr. Hoath and

RESOLVED:

that Miss Mander be appointed as an observer for the Parish Council at meetings of the Marcham Community Group

2016/243 New Housing Developments – Taylor Winpey / Vanderbilt (Land at Hyde Copse and off Sheepstead Road

Council noted that the path from the new development across the wide grass verge to Howard Cornish Road, was, according to the s. 106 agreement, to be constructed prior to the occupation of the 30th dwelling. Taylor Winpey had confirmed that it was its intention to construct the path during 2018.

Council noted that improvements to the drainage infrastructure were required to be undertaken in order to connect the 61 units from the Hyde Copse site to the Howard Cornish Road sewer. Difficulties had arisen in regards to the improvements required, and a planning application was expected to vary a condition regarding drainage,

Taylor Wimpey had offered to meet to discuss the drainage, and members thought it useful to accept the invitation so that discussion about drainage, and other issues such as the path connection at the northern end of their site to the path constructed by Vanderbilt could take place. Council noted that the public open space at the Eastern side of the Vanderbilt site had a foul water pump erected. Plans of the routes of pipes, cables, and utilities had been requested. General comments were made that when the public open space land and path were taken over from Vanderbilt, works would be required to the trees, and a planting plan required. Council noted that there was a commuted sum of money in the s. 106 agreement for the acceptance by the Parish Council of the public open space.

RESOLVED:

- (i) that a diagram showing the pipes, cables and route of drains within the Harding Way Vanderbilt development be obtained.
- (ii) that a site meeting be arranged with Taylor Wimpey to discuss its drainage connection for the Hyde Copse development, and connection of a footpath from its site into the Vanderbilt path.
- (iii) that following the meeting, a letter be sent to Thames Water and the Vale of White Horse District Council expressing concern regarding the lack of appropriate drainage, the inadequacy of the public sewers, and the cumulative effect of continued house construction on the sewer system.
- (iv) that a working party be formed in due course to consider any works required to the Vanderbilt path from Howard Cornish Road.

2016/244

Risk Assessment

Council noted the risk assessment. This was an update for the assessment undertaken in 2015. It was noted that cash reserves had increased and the level of fidelity guarantee cover would need amended. Reference to the Longfields play area would require deleting as the Licence for that site had been terminated. In case of impact on the budget owing to changes in grass cutting schedule for 2017 in the churchyard, it was

RESOLVED:

that the risk assessment be postponed until the

January meeting, and be considered after the budget for 2017/18.

2016/245

Play Area

Council noted the quarterly play area inspection report. Items were being monitored. Of note was the report that concrete slabs at the youth shelter had been damaged, and there were rough edges on the wooden seat at the shelter. The seat had been included in the list of

jobs allocated for the youngsters by Chris Ricketts who had volunteered to repaint the shelter. Slabs would be inspected.

RESOLVED:

- (i) that checks be made of Mrs. Ricketts to see whether the youngsters were going to deal with the rough edges to the seat in the shelter.
- (ii) that Mr. Martin Davies, local builder, be asked to replace any broken dangerous slabs.

2016/246

British Telecommunications – Telephone kiosk removal

Council noted correspondence from the Vale of White Horse District Council that British Telecommunications intended to remove 59 public payphones across the Vale of White Horse District. This included the payphone on the village green in Marcham owing to the fact that no telephone calls had been made from it within the last 12 months. Comments were made that as the telephone had been broken and without a handset for quite a while, it was unsurprising that no calls had been made.

RESOLVED:

- (i) that this Council regretted the loss of the public payphone.
- (ii) that Marcham Society be advised of the likely removal of the telephone box in case a photographic record for the village archives should be taken.

2016/247

Correspondence

a) Oxfordshire County Council – Entry to Primary School – deadline for applications 15th January 2017. Questions were asked as to the start date for construction of new classrooms. No information was

available.

b) Oxfordshire County Council – High Sheriff Awards – for those who have contributed significantly to community life. Deadline for nominations 11th January 2017.

c) Vale of White Horse District Council media release – Council's housing and homelessness support among the best in the country

d) OALC – November newsletter

2016/248

Accounts

Council noted the list of cheques numbered 2908 to 2921 to be signed and

RESOLVED:

- (i) that payments totalling £5339.56 in respect of administration costs, legal fees in connection with transfer of public open space and advice, grants, and grass cutting be authorised.

2016/249

Matters raised by members for information

Inconsiderate parking

Reference was made to parking congestion on pavements and grass verges which was causing obstruction and blocking paths. In North Street although parking was on the road, there was not enough room for buses to pass. The new housing development at the junction of North Street and Frilford Road restricted vision over what it had been previously when the site was a garage. It was suggested that the wall reduced in height and the telegraph pole removed. Unsuccessful requests had been made previously to relocate the telegraph pole. In regards to the inconsiderate parking and obstruction to roads, driving over pavements and damage to verges, it was suggested that a letter drop be undertaken to properties in the vicinity of where the problems were occurring. The Clerk was asked to draft such a letter for consideration at a future meeting.

Howard Cornish Road – Sale of Christmas Trees

It was reported that a sign had appeared in the vicinity of 80 Howard Cornish Road advertising Christmas trees for sale from a private dwelling.

Priory Park / Abbots Grange – attenuation pond

It was suggested that the attenuation pond required monitoring as this was half full of water and was very muddy.

Sheepstead Road – repairs by Vanderbilt Homes to road edges

The repairs to the edges of the road in Sheepstead Road undertaken by or on behalf of Vanderbilt Homes were inadequate and poorly carried out. Cllr. R. Webber (County Councillor) was checking these and contacting the County Council.

2016/250

Items for Marcham and District News

The Clerk would prepare an article for MAD News

2016/251

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 11th January, 2017 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.20 p.m.

Signed Date