

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 8th February, 2017 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Mr. M. Denton, Mrs. J. Fabes, Mrs. S. Hill, Mr. M. Hillis,
Mr. M. Hoath, Miss R. Mander (Chairman), Mr. P. Steere, Mr. D. Walton
Clerk: Mrs. L. Martin
Cllr. C. Webber (District Councillor), Cllr. R. Webber (County Councillor)
2 members of the public – Mr. N. Rowe (Arthur Anson Memorial Trust and Mr.
C. Brotherton (Thomas Homes Ltd)

- 2017/35 Apologies for absence
Apologies had been received from Miss Ruth Atkins.
- 2017/36 Declarations of Interest
There were no declarations of interest.
- 2017/37 Minutes of the meeting held on 11th January, and 25th January 2017
The minutes of the meetings held on 11th January, 2017 and 25th January 2017 were approved and signed as a true record of the meeting subject in minute 2017/4 Play Area report changing the word “paining” to “painting”.
- 2017/38 Matters Arising from the meetings held on 11th January, 2017 and 25th January, 2017
North Street – footway
Council noted a site meeting had taken place with Oxfordshire County Council to discuss a possible footway. A quotation for the design stage had been given. An estimate for the cost per sq. m. for construction was awaited.
- 2017/39 Public Participation
There were no issues raised by the public present.
- 2017/40 It was proposed and Council agreed that the agenda item relating to Community Facilities be brought forward and discussed as the next item.
- 2017/41 Community Facilities
Council noted that there had been no further meeting of the Community Facilities Steering Group, but its working party looking at building

design had met. Council noted additional information received from the Anson Trust, and a report from its project co-ordinator Mark Patchett answering questions raised at the previous meeting. The draft contract had been agreed by Council on 25th January, but the Anson Trust had submitted suggested alterations. The Council's working party had met on 8th February in the afternoon to consider and amend the alterations. The working party put its recommendations forward. The revised contract terms as amended by the working party were discussed in the presence of Neil Rowe and Chris Brotherton, who with Council's consent contributed to the discussion and aided clarification on points. Council agreed the revised grant contract.

The Chairman asked for a show of hands for those in favour of supporting the latest version of the contract, subject to seeking the Council's Solicitor's view.

In favour	Against	Abstention
8	0	0

RESOLVED:

- (i) that Council supports the latest version of the contract as discussed and agreed in the presence of representatives of the Anson Trust and Thomas Homes
- (ii) that a resolution to sign the contract be postponed until comments from the Council's Solicitor had been received.

Mr. Brotherton addressed the Council. The drafting and agreement of the s. 106 document had been protracted, Work would not start on site until the Lease to MCG was in place, nor would architects be instructed to prepare the final plans until the grant agreement with the Parish Council was in place. In additional pre-start planning conditions would need to be sorted.

2017/42 Mr. Rowe, Mr. Brotherton and Parish Councillor Matthew Hillis left the meeting at 8.20 p.m.

2017/43 Planning Applications

a) Decisions on previous applications

P16/V2952/HH and P16/V2953/LB Internal and external alterations to existing outbuilding to provide additional residential use in connection only with 11 Church Street
1718 building, 11 Church Street
Permitted 13th January 2017

P16/V3072/HH Single storey rear extension with two storey centre section
6 Parkside
Permitted 30th January 2017

b) Planning Applications dealt with prior to the meeting

None received

c) Applications for consideration at the meeting

P16/V2692/FUL Variation of condition 7 – roads to remain private
Condition 13 no requirement to provide charging points (amended plans to now provide charging points on market housing)
37 dwellings
Land off Packhorse Lane
For: Matthew Homes Ltd
Council had previously objected to the non provision of charging points. An amendment had been received to now include these in the market housing

The Chairman called for a show of hands for those who supported the proposal to now include charging points just in the market housing

In support	Against	Abstention
7	0	0

Council had previously required all internal roads to be constructed to County Council highway standards even if they were to remain private

The current proposal did not confirm anything different and the Chairman called for a show of hands for those who wished to object

Objecting to the roads remaining private without being constructed to County Council standards

In support	Against	Abstention
7	0	0

RESOLVED:

that Council supported the application to provide electric charging points in the market housing, but objected to the roads remaining private if they were not going to be constructed to County Council standards

R3.008/17 Alterations to hard play including removal of existing fencing and installation of new fencing
Marcham Primary School, Morland Road
For: Oxfordshire County Council

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

In support	Against	Abstention
6	0	1

RESOLVED:

that Council supports the application, as it was an important stage in the development of classrooms which were vital to the village

2017/42

District Councillor's Report – Cllr. Mrs. C. Webber
Traffic Survey - Cllr. Mrs. Webber reported that she was arranging a traffic pollution survey and was in need of assistance to help count HGVs in Packhorse Lane near the junction of North Street and the village green, and also to count vehicles at the junction of Barrow Road and Faringdon Road.
Parish Boundaries – Cllr. Mrs. Webber reported that Abingdon Town Council was seeking a community governance review

to extend the town boundaries. One of the areas in question was west of the A34 towards Marcham.

2017/44

County Councillor's Report – Cllr. R. Webber

Cllr. R. Webber indicated that issues such as air quality could be better managed if there was one unitary authority. South Oxfordshire District Council, the Vale of White Horse District Council had joined with the County Council is agreeing the unitary proposals, Oxford City Council, West Oxfordshire District Council and Cherwell District Council were still debating the matter. A suggestion had been to double the number of councillors at the County Council to cover the 5 districts too. This would save having to undertake a boundary review.

2017/45

Neighbourhood Plan

Council considered establishing a working party to investigate the merits of a neighbourhood plan

RESOLVED:

- (i) that a working party not be established at the present time.
- (ii) that the matter be reviewed at the September meeting of the Council

2017/46

South Oxfordshire District Council – draft Statement of Community Involvement

Council noted the draft Statement of Community Involvement and agreed not to make any comment

RESOLVED:

that this Council makes no comment on the draft Statement of Community Involvement

2017/47

Path from Howard Cornish Road West of Longfields towards Cow Lane

Council received a report on a meeting of the Footpath working party. The preference was for one path into which the new housing developments could link. Norway maple trees along

the path had tree preservation orders. The working party recommended meeting with the Arboricultural officer from the

Vale of White Horse District Council on site to discuss the creation of a footpath and the impact on the trees further.

RESOLVED:

- (i) that this Council seeks the development of a permanent weatherproof footpath from Howard Cornish Road to Cow Lane
- (ii) that the footpath be suitable for pedestrians, bicycles, push chairs, mobility scooters and wheel barrows. And link the new Harding Way, The Pastures and Kings Field II developments
- (iii) that the target minimum width is 1.5m
- (iv) that the path be owned by a public authority and that it not be adopted as a footway or bridleway

2017/48

Risk Assessment

Council noted the risk assessment. As far as the accounts were concerned a new external auditor was to be appointed for April 2017 onwards. The internal auditor was being asked to confirm that money given for restricted purposes was used for that. The Council had received a further gift of money and it was advised to increase its fidelity guarantee cover to £500,000. Certain obligations were being put on the handyman and it was recommended that he provide regular reports on all the items he checks. It was recommended that should the Parish Council acquire the public open space on new Kings field I development off Sheepstead Road, then that would be added to risk assessment as a Council asset.

RESOLVED:

- (i) that the risk assessment be accepted as drafted
- (ii) that fidelity guarantee cover be increased to £500,000
- (iii) that the handyman be asked to provide signed check sheets for all the items he inspects.
- (iv) that the risk assessment be updated in due course to allow for the removal of the Longfields open space and the acquisition of any new public open space
- (v) that an approach be made to the Church in regards to toppling testing headstones in the closed Churchyard

- (vi) that the internal auditor be asked to confirm that any restricted monies are used specifically for those purposes.

2017/49

Parking Problems in the parish

Council considered a draft letter to be sent to the roads in the parish where there were known parking problems and congestion. Suggested amendments to the letter were put forward. Discussion took place on the delivery of the letter and which streets were to receive it. The Clerk would check the number of properties involved. The heading of the letter to be Marcham Parish Council with the website and email address.

Council considered correspondence from a resident in Haines Court which expressed concern regarding parking congestion and nuisances.

RESOLVED:

- (i) that a letter in the form attached to these minutes be sent to occupiers in Howard Cornish Road, North Street, Haines Court and the new Willow Farm development
- (ii) that the correspondent be advised that the Council was writing to occupiers and vehicles drivers in areas where there was parking congestion.

2017/50

Fettiplace Road – Proposed parking place for disabled person

Council noted consultation from Oxfordshire County Council regarding a proposed parking bay in Fettiplace Road. Council discussed the location and sought assurances that the applicant was a holder of a blue badge.

The Chairman called for a show of hands of those in favour of the marked disabled parking bay

In support	Against
5	2

RESOLVED:

- (i) that the Council supports the marking of a disabled bay
- (ii) that an enquiry be made of the County Council to ensure that the applicant was a blue badge holder

- 2017/51 Public Rights of Way – Hitchcose Footpath
Council noted that the landowner had now agreed the route of the proposed new footpath through Hitchcose wood and the matter had been referred to the County Council’s legal department to draft the Dedication Agreement.
- 2017/52 Parishioner of the Year Award
Council considered the nominations for the parishioner of the year award and selected the recipient for the 2016 year. The award would be presented at the annual meeting of electors in 2017.
- 2017/14 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
- 2017/54 Annual meeting of electors
Council considered the arrangements for the annual meeting of electors. The school hall was free on Wednesday 24th May, 2017

RESOLVED:

- (i) that the annual meeting of electors be held on Wednesday 24th May in Marcham Primary School hall.
- (ii) that the decision as to a guest speaker be postponed until the next meeting.

- 2017/55 Best Kept Garden Competition
Council discussed the arrangements for the 2017 competition. In view of the new housing developments taking place, the competition would need to be reviewed, as some properties did not have front gardens.

RESOLVED:

- (i) that Mrs. Hill organise the best kept garden competition for 2017.
- (ii) that the competition and the arrangements for the competition be reviewed at the September meeting.

- 2017/56 Play Area
Council noted the quarterly report on the play area. Items were in good order. Two issues were being monitored. It had been noted that some slabs at the youth shelter required replacement. The contractor had been instructed.

RESOLVED:

- (i) that the play area report be noted

- (ii) that the contractor be reminded that the replacement slabs were outstanding.

2017/57

Correspondence

a) Council noted letters of thanks for grants awarded had been received from: Members of Friday Club, South and Vale Carers Centre, and Home Start Oxfordshire.

b) Letter High Sheriff of Oxfordshire, Mrs. Sarah Taylor – Notification that the theme for her year in office was “unpaid carers”. The Head of Service of Oxfordshire Carers would be contacting the parish council with a view to giving a presentation in due course.

c) Oxfordshire Clinical Commissioning Group – Oxfordshire’s Health and Care Services Consultation.

d) Thames Water Utilities Ltd

Notification that Thames Water was no longer participating as a retailer in non household water supplies. The supply of water to the Cow Lane allotments was being transferred to Castle Water with effect from 1st April 2017.

e) Civic Voice – War Memorial Workshop 1st March, 2017

A war memorial workshop at the Quaker Meeting House, Oxford Mr. Denton confirmed he would attend this.

f) Oxfordshire County Council – one Oxfordshire Unitary Council

Council noted an invitation to send representatives to a meeting on Monday 13th February at 7.00 p.m. at Didcot Civic Hall for feedback on the current proposals. Mr. Steere offered to attend this meeting.

2017/58

Accounts

Council noted the list of cheques numbered 2928 to 2936 to be signed and

RESOLVED:

- (i) that payments totalling £3856.34 in respect of administration costs, grant, play area checks be authorised.

2017/59

Matters raised by members for information

Dog faeces – Residents appeared to not be clearing up after their dog. The Clerk was asked to put an article in Marcham and

District News reminded residents to be more considerate and of of the dangers of disease from faeces

Anson Trust – grass cutting

A query was raised as to whether the Council had received proof of costings or estimates for the 2017 grass cutting. The Clerk confirmed that she had not, and would remind the Trust.

Morland Road junction with Howard Cornish Road - potholes

It was reported that potholes at the junction of Morland Road and Howard Cornish Road had white paint around, so it appeared that the County Council was about to repair them.

2017/60

Items for Marcham and District News

The Clerk would prepare an article for MAD News and include reference to dog fouling and the date set for the annual meeting of electors.

2017/61

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 8th March, 2017 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 10.15 p.m.

Signed Date