

## MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 13<sup>th</sup> September, 2017 residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Mr. I. Charles, Mrs. J. Fabes, Mr. M. Hillis, Mrs. S. Hill,  
Mr. M. Hoath, Miss R. Mander, (Chairman), Mr. P. Steere, Mr. D. Walton  
Clerk: Mrs. L. Martin  
Joined by Cllr. R. Webber (County Councillor) at 7.40 p.m.  
14 members of the public

The Chairman welcomed all who had attended. Prior to the commencement of formal business, the Chairman, Miss Mander, presented the prizes to the zone winners and overall winner of the best kept garden competition. The winning garden was 17 Kings Avenue.

14 members of the public then left the meeting.

- 2017/190     Apologies for Absence  
Apologies for absence had been received from Miss Ruth Atkins and Mr. M. Denton. Apologies had also been received from Cllr. C. Webber (District Councillor) who was attending a meeting of the District Council's planning committee.
- 2017/191     Declarations of Interest  
There were no declarations of interest.
- 2017/192     Minutes of the meeting held on 12<sup>th</sup> July, 2017  
The minutes of the meeting held on 12<sup>th</sup> July 2017 were approved and signed as a true record of the meeting,
- 2017/193     Matters arising from the meeting held on 12<sup>th</sup> July, 2017  
South Central Ambulance Service – CPR/Defibrillator training 18<sup>th</sup> November, 2017  
The CPR/defibrillator training planned for 17<sup>th</sup> June which had been cancelled by South Central Ambulance Service had been re-arranged for 18<sup>th</sup> November, 2017 at 10.00 a.m. in the school hall.
- 2017/194     Public Participation  
There were no members of the public remaining at the meeting.
- 2017/195     Cllr. R. Webber (County Councillor) joined the meeting.
- 2017/196     Planning Applications  
a) Decisions on previous applications  
  
P16/V3224/FUL Erection of 47 dwellings with associated means of access, car parking, footpath links, amenity space and landscaping. (as amended)  
Land off Sheepstead Road  
Permitted                     11<sup>th</sup> August, 2017

P17/V2023/HH Single storey rear extension  
1 The Gap  
Permitted 6<sup>th</sup> September, 2017

P17/V2185/HH Single storey extension and conversion of  
outbuilding  
Withdrawn 29<sup>th</sup> August 2017

P17/V1622/O New 5 bed dwelling  
8A The Gap  
Withdrawn 29<sup>th</sup> August, 2017

b) Planning Applications dealt with prior to the meeting

P17/V2023/HH Single storey rear extension  
1 The Gap  
For: Mr. D. Hale  
Comments: Council had no objections

P17/V2112/FUL Variation of condition 4 of planning  
permission P15/V3042/O to vary the approved drawings. Full  
application for planning permission for conversion of the  
Anson Institute building to 3x apartments (2x 2 bed, 1x 1bed)  
and erection of 5x new dwelling houses (4x 3 bed, 1x 4 bed),  
and for the erection of 5x 4 bedroom dwellings along with new  
community building, MUGA and rearranged sports pitches on  
Anson Field. Outline application for the erection of nursery  
building on Anson Field with all matters reserved  
The Anson Field, Morland Road  
For: Mr. C. Brotherton  
Comments: Council had no objections, but still required to be  
consulted on reserved matters, internal layout and materials.

P17/V2159/RM Reserved Matters applications following  
outline approval P15/V3042/O for the nursery building only.  
Conversion of the Anson Institute building to 3X apartments (2  
x 2 bed, 1 x 1 bed) and erection of 5x new dwelling houses  
(4x3 bed, 1x4 bed), and for the erection of 5x4 bedroom  
dwellings along with new community building, MUGA and  
rearranged sports pitches on Anson Field. Outline application  
for the erection of nursery building on Anson Field with all  
matters reserved.  
The Anson Field, Morland Road  
For: Mr. C. Brotherton  
Comments: Council maintained its concerns regarding  
weather boarding. All materials and design had to be fully  
compatible with that of the hall.

P17/V2155.HH Single storey extension to rear, and conversion of outbuilding and erection of lean to roof.

2 Parkside

For: Mr. D. Nicholson

Comments: The application appeared confusing as the drawings indicated a very wide dropped kerb and access and parking on the public open amenity land to the side of the property. This had not been mentioned in the application. Concerns were raised regarding the felling of trees, and the general impact of the development on the conservation area.

P17/V2296/LB Replace 2 pvc pipes with cast iron pipes, works to roof and replace roof over balcony

Sheepstead House, Sheepstead Road

For: Ms. J. Schreier

Comments: Council had no objections

P17/V2297/LB Add base kitchen cupboards, stove, sink, fridge and dishwasher to existing living room

Sheepstead House, Sheepstead Road

For: Ms. J. Schreier

Comments: Council had no objections

P17/V2072/HH The demolition of the entire existing attached outbuilding that is currently used as a garage A new outbuilding will comprise; entrance, kitchen-dining area, sitting room, two bedrooms and a shower room. 2. The entire demolition of the existing conservatory to the rear of the main property and replacing it with both single and two storey rear extension that would accommodate a new kitchen-dining area and an office space on the ground floor and an additional bedroom to the first floor.

Prospect Cottage, 5 Priory Lane

For : Mr.and Mrs. C. Mason

Comments: Council objected. A 6 bed dwelling represented overdevelopment of the site with inadequate on site parking and no turning space. The property had been flooded previously, and no flood risk assessment had been submitted. There would also be impact on the listed Priory close by. There was potential for the property to become 2 separate dwellings.

c) Applications for consideration at the meeting

No applications had been received

d) Planning Correspondence

(i) Planning Enforcement

1 Tower Close – occupation of garage as dwelling and extension

Council noted advice from the District Council that the works

undertaken (conversion of garage and extension) were permitted development. As such conditions on parking standards could not be imposed. Council expressed concerns that the size of the extension seemed large in comparison to what was thought to be permitted.

RESOLVED:

that the Clerk check the sizes of extensions which were allowed under permitted development

North Street – former garage site – wall and fencing not in accordance with approved drawing causing visibility issues for motorists.

The District Council had requested compliance with approved drawings, or a planning application lodged to seek permission for the works as carried out.

- (ii) Vale of White Horse District Council – Local Plan Part 2 presentation Abingdon and Witney college 6.30 p.m. 19<sup>th</sup> September, 2017

Council noted this meeting. No member was available to attend. The Clerk was attending in another capacity and would report back.

- (iii) South Oxfordshire District Council – Consultation on Revised Draft s. 106 planning obligations. Supplementary Planning Document and Community Infrastructure Levey Regulation 123

Council noted these documents

RESOLVED:

that this Council had no comment to make

2017/197

Parkside – Open public grass spaces close to junction with New Road.  
Council noted further complaints regarding parking on the open public grass spaces at the start of Parkside. Council considered the use of these spaces for private parking, or maintaining them as public open space. Uncontrolled cars parking on the areas resulted in the area becoming muddy and unsightly. Council also discussed the allotments at Parkside and the use of any space allotments. Fruit trees could be planted .

RESOLVED:

- (i) that investigations be undertaken regarding the acquisition of the public open space areas on the East and West sides of Parkside.
- (ii) that should this be possible, then consultation take place with the residents as to the future of the area.

2017/198

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

In the absence of Cllr. Mrs. Webber, Cllr. R. Webber gave a report. Major housing applications in other parts of the Vale of White Horse

District Council area had been refused consent. In Marcham there were concerns regarding traffic and air quality. It was hoped that the Marcham sites included in the Local Plan part 2 would not progress, and the focus would be on Dalton Barracks for the housing land supply figures. The Marcham Bypass, whilst being saved land in the Local Plan was not likely to proceed in the near future.

2017/199

County Councillor's Report – Cllr. R. Webber

Highways – The County Council was indicating that the road network area West and South of Abingdon was at capacity, unless Central Government provided infrastructure money for changes.

Unitary Authority – The application for Oxfordshire to become a Unitary Authority was still being considered, and was about 3<sup>rd</sup> or 4<sup>th</sup> in the queue. Central government was currently focusing more on Brexit, but announcements on other applications were expected later this year.

Traffic – The focus should be looking at bus routes, cycle ways, air quality and park and ride schemes and keeping cars out of the centre of Oxford.

2017/200

Cllr. R. Webber left the meeting at 8.12 p.m.

2017/201

Following the departure of Cllr. Webber, members continued to discuss Local Plan Part 2. The Clerk reminded members that the responses on the Local Plan were on the website of the Vale of White Horse District Council. There were several objectors to the Marcham sites north and south of the A415 being included for housing, as well as several supporters. Information gained at the presentation given by the District Council on 19<sup>th</sup> September, could go into the October issue of Marcham and District News if appropriate.

2017/202

Community Facilities

Council received an update from the Council's representatives on the Community Facilities Steering Group. The minutes from the June and September meetings of the Group would be circulated by the representatives for members to see. Work was likely to commence in April 2018. As from 1<sup>st</sup> September Marcham Sport Scouts and Social Club would take on the responsibility of the buildings in the Anson field until work commenced. Archaeological pits would be dug. A new nursery would be constructed, then the old nursery building demolished.

It was noted that work may be needed to be carried out to the play area. If the Parish Council continued to be involved in this, at its budget meeting it would need to know the likely future of the play area, if it were to be moved, or whether the youth shelter would eventually need to be demolished. A clear steer from the Community Facilities Steering Group was required. General comments were made on the requirement for planning consent for a play area if it were not Council land, and the possible siting of some play equipment on open space areas in the new housing developments should there be insufficient space on the Anson field.

A plan of layout of all items on the Anson field was required. Council noted that the District Council was now holding s. 106 funding from the Taylor Wimpey and Pye developments. The Council's s. 106 working party was continuing to meet and had considered the suggested Heads of Terms for a Lease from the Anson Trust to the Marcham Community Group. It was also looking at preparing a bid to the District Council for s. 106 funding. Council noted that the Steering Group was considering ways of operating the new hall facilities, sports pitches, play area and muga. A suggestion had been put forward that the Council should appoint a Trustee for the Board of Marcham Community Group. Council discussed the advantages and disadvantages of this, and whether the appointed person would be a parish councillor. An alternative suggestion was for the Council to have an observer at Trust meetings, if that were legally possible. The Clerk was asked to seek advice from other Councils who appointed Trustees, as to how they found it operating within their own parish. Also advice from OALC could be sought. A decision would need to be made at the October meeting.

**RESOLVED:**

- (i) that a plan showing the final layout of all facilities be obtained from the Anson Trust
- (ii) that advice be sought from OALC as to the appointment of a charity Trustee and the implications for meetings of the Parish Council in regards to the Code of Conduct.
- (iii) that comments be sought from other parishes as to any conflict of interest discovered between a Council and Trust matters where a councillor was appointed a Trustee, or other concerns regarding the way of operating.

2017/203 Play Area RoSPA safety report

Council noted the RoSPA safety report on the play area. The Clerk and Mr. Hoath had met with the contractor who undertook the quarterly play area inspections to discuss the RoSPA report and examine the equipment with the following recommendations:

Youth Shelter – no action other than monitor

Entrance – Install plastic matting to allow grass growth to assist with erosion

Multi-play slide unit – gaps in tiles too small to fill, anyone falling would still be adequately protected – monitor

Rocker 2 seat – no crack or missing cap as per RoSPA report – monitor

Rocker 4 seat – item missing, with contractor for replacement

Rocker Rabbit – Tile surface broken – obtain quotation for repair

Toddler Swing – No corrosion found, loose side supports were part of the manufactured design. Cradle seats had some wear.  
Roundabout – clearance underneath was stated to be incorrect by a few millimetres. The removal and reinstatement would cause greater problems. Recommendation was to leave alone given the risk level. Comments were made that the ears on the springy rabbit came back into a child’s face when he/she was rocking backwards  
Council noted estimates for repairs in the sum of £798.47. Council discussed the removal of the rocker rabbit.

RESOLVED:

- (i) that the quotation for repairs in the sum of £798.47 be accepted
- (ii) in addition, investigations be made as to what could be done with the rocker rabbit to prevent the ears being a problem or if unsolvable, that it should be removed.

2017/204

Marcham Community Group – Grant application

Council agreed to consider an additional agenda item relating to a grant application in the sum of £960 for legal expenses in connection with advice regarding the Governance of Marcham Community Group as the Group may need to restructure to run new community facilities. Council discussed the application. There were differing views. Some members that that the delivery of a new hall was the largest project in the parish, and as there was grant money in the budget, the Council should support it. Other members queried the fund raising strategy of MCG, and the fact that with 90 members they were not representative of the community.

Mr. Walton proposed, and Mr. Charles seconded that a grant of £960 be award to Marcham Community Group to cover legal expenses in connection with resolving Governance arrangements.

Mrs. Hill put an amendment, stating that the letter of application referred to a second grant application would follow in regards to legal advice for the Lease arrangements. The amendment was that £960 be awarded by way of grant as a total sum for all legal advice, There was no seconder for the amendment.

The Chairman called for a show of hands for those in favour of awarding a grant to Marcham Community Group in the sum of £960 to cover its legal expenses in regards to advice on Governance.

In favour	Against	Abstentions
5	2	1

RESOLVED:

- (i) That a grant of £960 be awarded by way of grant for legal expenses to Marcham Community Group
- (ii) that Marcham Community Group be

- asked as to the level of its financial plan and how it intended to provide financially for its future commitments.
- (iii) that a copy of the invoice for legal services be sent to the Parish Council
  - (iv) that a reminder be given as to the grant cycle of the Council, and the deadline for applications

2017/205

Allotment Tenancy

The allotment tenancy agreements provided for 12 months notice to be given to surrender the plot. Notice had been received by the Clerk from a tenant who wished to immediately surrender plots 13A and 13B. Also a new enquiry had been received from a prospective tenant whose preference was to take on the recently worked surrendered plot rather than a plot which had not been worked for some time.

RESOLVED:

- (i) that an immediate surrender of the plot be accepted as there was a tenant in waiting.
- (ii) that the new agreement be signed and completed before the surrender became effective.

2017/206

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

2017/207

Correspondence

- a) Sendiass / Oxfordshire County Council – Advice regarding special educational needs. Drop in and talking point sessions. [www.oxfordshire.gov.uk/sendias](http://www.oxfordshire.gov.uk/sendias)
- b) Oxfordshire Playing Fields Association – Annual General Meeting Wednesday 20<sup>th</sup> September at 6.00 p.m. at Exeter Hall, Kidlington
- c) Vale of White Horse District Council – Unsung hero awards  
The Chairman of the Vale of White Horse District Council is hosting a lunch on Saturday 4<sup>th</sup> November at the Beacon, Wantage for those who deserve to be recognised for their achievements in their community.
- d) Rural Oxfordshire Network – Focus on rural isolation and mental health - Seminar Wed. 20<sup>th</sup> September at Beckley Village Hall commencing 9.30 a.m. Cost £5.
- e) Oxford University – Curiosity Carnival – Research/public engagement event Fri 29<sup>th</sup> September. Various activities. In
- f) Oxfordshire County Council – Introduction of charges for the deposit of household waste at recycling centres from 1<sup>st</sup> October, 2017
- g) Age Concern – Dignity in Care Awards 2017. Deadline for nominations 2<sup>nd</sup> October.

2017/208

Accounts

Council considered insurance renewal, and looked at 3 quotations provided.

Council noted the list of cheques numbered 2994 to 3007 to be signed and

RESOLVED:

- (i) that the insurance be placed with Ecclesiastical Insurance on a 3 years agreement basis in the sum of £1532.87 for the first year.
- (ii) that payments totalling £3543.34 in respect of administration costs, allotment water supply, play area inspections and grass cutting be paid.

2017/209

Matters raised by members for information

Institute, North Street – weeds

It was reported that the weeds at the front of the Institute site were very tall. The Clerk would check with the Anson Trust as to its plans for this area.

Speed Limit A415 Marcham to A34

A query was raised regarding the reduction in speed limit on the section of the A415 from Marcham to A34. The Clerk would check with Cllr. Webber.

Speed detection gun

A query was raised regarding the progress with East Hanney Parish Council and undertaking a visit when they went out with their speed detection gun. Reference was made to borrowing a speed gun that Drayton Parish Council had. St. Helen's Without parish had acquired a vehicle activated sign, and questions were asked as to how this had been obtained. The Clerk would make enquiries on these points.

North Street – footway

It was mentioned that at the last meeting, Council had agreed to fund up to £3000 on the design costs of a footway. The Clerk stated that one quotation had been received, and others were awaited.

Harding Way to Howard Cornish Road - path

The land adjacent to the footpath between Harding Way and Howard Cornish Road was in need of strimming, as weeds were growing again. This was the land that would come to the Parish Council from the developer. The Clerk was asked to see if the handyman could strim the area.

Kings Avenue – Howard Cornish Road – footpath

It was reported that the laurel bush at the edge of the path between Kings Avenue and Howard Cornish Road had been cut back.

Hyde Copse - Taylor Wimpey development - drainage

This development required major additional drainage work and consent had been given provided the drainage works were undertaken before occupation of the dwellings. A later release of planning a condition provided that 20 homes could be occupied before the works were required. 12 homes on the site already had occupants, and concerns were expressed that 20 homes or more could soon be occupied without the additional drainage works having been undertaken. The Clerk would make enquiries of Taylor Wimpey, and Thames Water.

Sheepstead Road – damaged edges - lorry diversion

It was reported that during the period lorries were diverted along Sheepstead Road, road edges became damaged.

Arboretum – hedge from field alongside footpath

It was again reported that the hedge from the field west of the Arboretum was overhanging the footpath, and making it difficult for pedestrians to use the path.

Sheepstead Road – opposite Harding Way – pothole

It was reported that there was a pothole opposite the junction of Harding Way.

Sheepstead Road – grass bank alongside Kings Field phase II to the allotments.

It was reported that this grass bank was in need of cutting.

Cow Lane allotments – gate

It was reported that the gate had not been repaired. The Clerk confirmed that the handyman had been asked to repair this some weeks ago. He did, however, undertake grass cutting in the Summer months, so his free time to undertake other tasks was limited. The member reported that St. Helen Without Parish Council had had a gate repaired, and it was suggested that the Clerk contact that Council to see which contractor they had used with a view to instructing another contractor, should the Council's handyman not undertake the repair in a short timeframe.

2017/210

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2017/211

Date of Next Meeting

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

The meeting closed at 9.55 p.m.

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