

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 12th June, 2019 in the residents' lounge at Duffield Place, Marcham at 7.40 p.m.

Present:

Mr. M. Denton, Mr. M. Hoath, Miss R. Mander, Mr. J. Plumb, Mr. P. Steere.
Mr. D. Walton
Clerk: Mrs. L. Martin
Cllr. Richard Webber (County Councillor)
Cllr. Catherine Webber (District Councillor)
1 member of the public

- 2019/133 Apologies for Absence
Apologies for absence had been received from Mrs. Sandra Hill.
- 2019/134 Declarations of Interest
There were no declarations of interest.
- 2019/135 Applications for Co-option
Council noted one further application for co-option to the Parish Council, and considered this, along with the application deferred from the last meeting. Only one applicant, Tetyana Rosenfeld, was present at the meeting. She had confirmed that she was not disqualified from being co-opted to the Parish Council. The Clerk confirmed that emails and answerphone messages had been left for the second applicant, but no response had been received. It was noted that if co-option did not take place at this meeting, then the usual casual vacancy notice process would be required.
- It was proposed by Mr. Denton, seconded by Mr. Hoath and
- RESOLVED:
that Tetyana Rosenfeld be co-opted to the Parish Council
- It was also
- RESOLVED:
that the second application be deferred and reviewed once the applicant had made contact with the Council and attended a meeting.
- 2019/136 Declaration of Acceptance of Office
Tetyana Rosenfeld signed her declaration of acceptance of office, and joined the meeting.
- 2019/137 Minutes of the meeting held on 8th May, 2019
The minutes of meeting held on 8th May, 2019 were approved and signed as a correct record, subject to including Cllr. Catherine Webber in the list of those present.

2019/138 Matters arising from the meeting held on 8th May, 2019

There were no matters arising.

2019/139 Public Participation

There were no members of the public present at this stage of the meeting.

2019/140 Planning Applications

a) Decisions on previous applications

P19/V0841/HH Single storey rear extension and reconfigure the ground floor of the property to increase the living area.

Addition of external door the side of the property.

7 Anson Close

Permitted 16th May, 2019

P19/V0713/HH Single storey rear extension

6 Leas Lane

Permitted 15th May 2019

b) Applications dealt with prior to the meeting

None received

c) Applications for consideration at the meeting

P19/V1168/HH Single storey rear conservatory

8 Leas Lane

In favour

5

Against

0

Abstention

1

RESOLVED:

that the Council supports the application, but noted that the more land that was covered with buildings, the less there was available for drainage.

P19/V1305/DIS Discharge of Condition 8 footpaths, 15

landscaping, 17 ecology, 18 boundary detail

Erection of 47 dwellings off Sheepstead Road

For: MacTaggart Mickel

The Parish Council had not been a consultee in regards to the discharge of conditions, but did have concerns regarding the route of the footpaths. One in the north east corner went into the permitted path to the East which could close at any time. If it ran on a northerly line. it would go into the Council's

allotments. The preference was to site the path on a diagonal line to emerge at the edge of the allotment site. In regards to the path in the South East corner, this appeared to join a non existent path on Vanderbilt development. Vanderbilt had not completed their site in accordance with the approved planning approval. Mactaggart Mickel would need to discuss with the Parish Council the route of the proposed path over the land to the South, as the Council was the owner of this area.

RESOLVED:

- that the Vale of White Horse District Council be advised:
- (i) that the footpath going Eastwards into the permissive path was unsatisfactory, as it could close at any time. The Parish Council's preference was for a diagonal path to the North East emerging at the corner of the allotment site.
 - (ii) that the path at the South East corner of the site as shown on the drawings was linking into a fictional path which had not been constructed. Vanderbilt Homes did not appear to have completed the paths on their housing development to the South. Marcham Parish Council now owned the open space area to the South and Mactaggart Mickel would need to discuss the path routes with the Parish Council.

2019/141 District Councillor's Report – Cllr. Mrs. C. Webber

Planning Application P18/V2473/O Erection of 114 houses

Cllr. Webber stated that she had been advised that a contaminated land report had been submitted by the applicant to the Vale of White Horse District Council. The County Council had objected to the application on a number of issues. It was unclear when the application would be determined and Cllr. Webber would make enquiries.

Local Plan Part 2

The economic and legal implications were being studied. A letter from the planning inspector was about to be published. Issues had arisen in that land in North Hinksey, inadvertently removed from the green belt which was being put back into the Plan, by the District Council, but the landowner was not supportive of the idea. South Oxfordshire District Council was refuting the SHMA (Strategic Housing Market Assessment) figures, and were wanting to reduce the figures, and a reduction in housing numbers for Oxford City would have a knock on effect on the Vale of White Horse District Council's housing numbers.

New Community Facilities

Cllr. Webber confirmed that she had spoken to the deputy Head of Legal Services regarding the application for s. 106 funding towards the Community Facilities. Cllr. Webber confirmed that the proposed vesting in the Parish Council of part of the site would not cause any difficulties in regards to the funding.

Grants

There was no new homes bonus since it had been frozen, and the capital grant scheme was also on hold at the Vale of White Horse District Council.

2019/142

County Councillor's Report – Cllr. R. Webber

The SHMA figures were being called into question in Oxford City and South Oxfordshire District Council areas. The unpicking would have an enormous impact on the growth deal. Revised figures as to housing numbers were needed. The Growth Board needed all Councils working together.

Oxford Cambridge Expressway

This was separate from any Growth Board matter. It appeared to be largely hated by people within Oxfordshire, although some feel that it might bring improvements to the A34. Although anything that encouraged more traffic near Oxford would cause congestion.

2019/143

Oxfordshire County Council – Sensitive Street Consultation

Council noted that the County Council had a duty to co-ordinate road works across the county, and as part of that could designate streets as “traffic sensitive” in order to better control the flow of traffic. Howard Cornish Road was mentioned as a street which could possibly be added. There were parking issues and obstructions in the road, yet it was a premium high frequency bus route designated by the County Council.

RESOLVED:

that Oxfordshire County Council be asked to add Howard Cornish Road, Marcham to the list of “traffic sensitive streets”

2019/144

Community Facilities

The minutes of the meeting of Marcham Community Group were awaited. Miss R. Mander had attended a site meeting on 6th June. The nursery building was progressing rapidly. The side sip panels for the hall were to be erected on 21st June. Colours for internal walls were being chosen. Works on the Institute were due to commence on 1st September. The bat licence for that building was still to be obtained.

Council received a report from members who had attended a meeting hosted by the Anson Trust on 24th May. An indication had been given at that meeting that there were new proposals for the Anson Trust to sell the footprint of the hall, muga and car park to their developer Thomas Homes. This would assist with the financing and vat issues of the project. Upon completion Thomas Homes would gift the freehold of the hall, muga and car park to the Parish Council. A Lease of the field (area not covered by the Transfer) would be granted to the Parish Council. Council discussed the proposal in general terms. The Parish Council had not been privy to the details of professional advice given to the Anson Trust and Thomas Homes. Members were supportive in principle, of the idea of taking the freehold, subject to legal advice and conditions to be determined

RESOLVED:

- (i) that his Council supports the principle of the transfer to the Parish Council, of the freehold of the hall, car park and muga currently under construction on part of the Anson field site.
- (ii) that the Anson Trust be advised of the Council's support in principle.
- (iii) that a further meeting of the Parish Council be held to discuss possible conditions and a way forward.

- 2019/145 War Memorial
Council noted that the War Memorial Trust had awarded a grant of up to £1080 towards the cost of conservation work at the war memorial. Council noted the terms of the grant contract and
- RESOLVED:
- (i) that the contract between the War Memorial Trust and Marcham Parish Council be signed
- (ii) that the selected contractor be advised that the work could now be included in his programme.
- 2191/146 Oxford Cambridge Expressway
Mr. Hoath gave a report on a meeting of local parishes which he had attended on 29th May, 2019. Groups in the Oxford area were against the Expressway, although housing at Botley near the A34 were in favour as potentially it could bring traffic relief to some. The Autumn was the planned time for public consultation by Highways England, and it was noted that the Parish Council might need to comment on the consultation. It was noted that Highways England had not yet announced the preferred route.
- 2019/147 Cllrs. R. and C. Webber left the meeting.
- 2019/148 Paths from Howard Cornish Road to Taylor Wimpey and Vanderbilt sites
Council received a report from Members who had attended a meeting with Taylor Wimpey. Taylor Wimpey had agreed to look at the link from their site into land in the ownership of the Parish Council. Discussion had taken place on the provision of a path from Howard Cornish Road to Cow lane, with access for residents from the 3 development sites. The permissive path, in between the Tylor Wimpey site and land in the ownership of the Parish Council was owned by W. Cumber & Son Ltd who had sold land to Taylor Wimpey for their development. There were various options for creating a joint path as originally envisaged. A site meeting was being arrange with W. Cumber & Son Ltd to discuss the options.
- 2019/149 North Street – footway
The Chairman summarised the history of the project. Council noted that Mactaggart and Mickel were not supportive of assisting with the construction. Discussion took place on the likely cost of a footway, and possible misunderstanding by Mactaggart and Mickel as to funding and the expectations.
- RESOLVED:
- that firstly the civil engineer involved in the design drawing be asked to given an indication of the cost of construction.
- 2019/150 Appleton with Eaton neighbourhood Plan
Council noted that under Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 (as amended) a Parish Council was required to consult those, whose interests, the qualifying body considered may be affected by the proposals for a neighbourhood Plan. Council considered the Appleton with Easton Neighbourhood Plan and thought it had been comprehensively carried out.
- RESOLVED:
- that a letter of support for the Plan be sent with wishes for its success.

2019/151

Play Area

Council noted the inspection report from MRH Services, t of the play equipment and area. Minor issues were pointed out such as soft spots in safety tiles, and small cut on swing seats. All equipment was regarded as being in a satisfactory condition. In regards to the youth shelter, some signs of wear had been noted as well as long grass around the base.

RESOLVED:

- (i) that the report be noted
- (ii) that the longer grass near the base of the youth shelter be cut

2019/152

Highway Verges – Proposal by Parochial Church Council to plant sunflowers

Council considered Correspondence from the Parochial Church Council indicating that they would like to plant sunflowers at key points in the village, such as village entrance points, Abingdon Road and Sheepstead Road. This would be in preparation for the Marcham and District weekend in September.

The Clerk had already advised the PCC of the need to check with the County Council as to its requirements should planting take place on highway verges. It was suggested that the village green might be an appropriate location.

RESOLVED:

- (i) that the Council supports the idea of the Parochial Church Council planting sunflowers around the village.
- (ii) that the village green be suggested as a possible location.

2019/153

Personnel Committee

Council noted that the Personnel Committee had met on 29th May. At that meeting, the Committee had adopted the NALC terms of reference for a personnel committee. Council was asked to formally adopt the Terms of Reference for operation of the personnel committee. Council considered a budget for training of Members in staff and employment matters.

The Chairman asked for a show of hands for those in favour of adopting the Terms of Reference of the Personnel Committee

In favour	Against	Abstention
6	0	1

The Chairman asked for a show of hands for those in favour of setting aside from reserves the sum of £1000 for Member training in regards to the Council as an employer.

In favour	Against	Abstention
7	0	0

RESOLVED:

- (i) that the Terms of Reference for the Personnel Committee as attached to these minutes be adopted
- (ii) that a budget of £1000 be set for the training of members in regards to Human Resource matters and the Council's role in regards to being an employer
- (iii) that the funds be taken from reserves for this purpose.

- 2019/154 Website Hosting and Emails
 Council considered a quotation for website hosting and emails and changing its supplier. A local company 2M had indicated a cost of £55 per annum for 1Gb space and 15 email addresses. The current arrangement was in place until the end of the financial year.
- RESOLVED:
- that this quotation be accepted and steps be taken to transfer the website and email addresses before the expiration of the current arrangements.
- 2019/155 7 Packhorse Lane – Damage to Guttering
 Council noted comments from a resident to a Member that vehicles on the A415 were hitting the guttering of the property and damage was being caused. The Council had been asked to consider any measures to assist in the prevention of damage. The resident has suggested a bollard. Council discussed the issue and confirmed that there were no measures within the Parish Council’s remit that could assist.
- RESOLVED:
- that the property owner be advised to approach the County Council and Cllr. R. Webber as County Councillor
- 2019/156 Correspondence
- a) The Bridge, Abingdon – Invitation to attend AGM Thurs 13th June at 7.00p.m. St. Michael’s Church, Park Road, Abingdon. Apologies had been offered for this meeting, as no member was able to attend.
 - b) Oxfordshire County Council – Emergency Planning
 Training exercise - 7th June, requirement for volunteers to participate. (previously circulated to members)
 - c) Vale of White Horse District Council – Announcement of new Leader - Emily Smith
 - d) Oxfordshire County Council – Consultation traffic sensitive streets
 - e) Healthwatch Oxfordshire - Briefing
 - f) Queries raised by residents regarding responsibilities for grass cutting in Harding Way, particularly at the entrance with Sheepstead Road. The Clerk had contacted the County Council and arranged for it to be cut. Mr. Steere commented that he had contacted the County Councillor Cllr. R. Webber and he too had been in contact with the County Council regarding the cutting of the grass.
 - g) Highways Agency – reminder that A34 / M4 junction is closed on various dates for refurbishment works.
 - h) Oxfordshire County Council – Road Closure of unnamed road from the A415 to Barrow Road for resurfacing works between 12th August – 16th August
 - i) OALC – Annual General Meeting – Monday 1st July, 2019 at Warwick Hall, Church Green, Burford at 7.30 p.m.
 - j) Wantage Independent Advice Centre – Annual General Meeting
 Wednesday 26th June, Old Mil lHall, Grove at 7.45 p.m. Apologies would be offered for this meeting as no member was able to attend.

2019/157

Accounts

The accounts for Marcham Parish Council for the year 2018/19 were presented. It was suggested that the interest paid on the Cambridge Building Society account, where the funds were set aside for the Community Fund be included in the earmarked balance of that account, rather than as general interest for use by the Council elsewhere. The Council considered the interim report from the internal auditor. This indicated that the accounts of the Joint Burial Committee should form part of the Parish Council's accounts, and that this had been the case since March 2018. The figures on the annual return would therefore need to include the Burial Committee receipts and payments.

Council noted the list of cheques numbered 3189 to 3198 and authorised payments in the sum of £4350.51 in respect of administration costs, weed spraying, surveyor's costs inspection of construction of new hall, and grass cutting.

RESOLVED:

- (i) that the interim report from the Internal Auditor IAC Ltd be noted
- (ii) that the receipts and payment figures for Marcham Parish Council as prepared as at 31st March 2019 be accepted
- (iii) that it be noted that the annual account statement on the AGAR return would be reworked to include the Burial Committee's figures which were currently held separately.

2019/158

Matters raised by members for information

Parish Councillor information in Marcham and District News

A reminder was given that members were to write a short piece about themselves and provide a photograph for inclusion in the village newsletter.

Matthew Homes – Monks Walk - Footpath Eastern side of site adjacent to A415

A new footpath was being included within the housing development on the South side of the A415. This would effectively by pass the narrow section of the A415. Members were advised to walk the area to see if it was all right.

Pye Homes – Willow Farm

A considerable length of time had passed since the issue of the missing links between the Pye Homes site and the Matthew Homes site had been raised. The clerk would check the latest position with planning enforcement.

Road Naming

The Vale of White Horse District Council had requested suggested names for 2 new roads within the Kings Field phase II development off Sheepstead Road. The names Hutchinson Drive, and Davies Way were mentioned.

2019/159 Items for Marcham and District News
The Clerk would prepare an article for MAD News.

2019/160 Date of Next Meeting
The next meeting of the Council would be held on Wednesday
10th July, 2019 in the residents' lounge at Duffield Place at
7.30 p.m.

The meeting closed at 9.30 p.m.

Signed Date