

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 9th January, 2019 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

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

Clerk: Mrs. L. Martin

Joined by Cllr. R. Webber (County Councillor) at 7.50 p.m.

- 2019/1 Apologies for Absence
Apologies had been received from Miss. R. Atkins, and Mr. M. Hillis.
Apologies had also been received from Cllr. Mrs. Catherine Webber (District Councillor) who was attending a meeting of the District Council's planning committee.
- 2019/2 Declarations of Interest
There were no declarations of interest.
- 2019/3 Councillor Resignation
Council noted that Mrs. Jane Fabes had formally resigned from the Parish Council. The Chairman had written a letter of thanks to her for her service to the community. As the next elections were due in less than 6 months time, steps were not being taken to advertise the casual vacancy.
- 2019/4 Minutes of the meeting held on 12th December, 2018
The minutes were approved and signed as a true record of the meeting, subject in minute 2018/263 Longfields – Lamppost to replacing the word “undertaken” with “undertaking”.
- 2019/5 Matters arising from the meeting held on 12th December, 2018

Footpath North Street to A415 – ivy
Council noted that the ivy causing problems on the footpath was mostly coming from 40 North Street.

Grants Awarded
Council noted letters of thanks for the grants awarded from Oxford Association for the blind, The Abingdon Bridge, Marcham Football Club, Marcham Cricket Club, Be Free, Marcham Society, Marcham Parochial Church Council and Marcham St. John's Ambulance Cadet Unit.
Council also noted that St John's Ambulance Cadet Unit had requested that the payment go direct to St. John Ambulance, who would then issue the training manikins to the Marcham unit.

Village Green – Possible New Street Light

The County Council was investigating the possibility of a new street light on the western side of the village green. There would be a need for a new light column (£1000), a new low voltage supply, the installation and future maintenance/repair costs as well as an upfront payment for the cost of electricity for a period in the region of 30 years (£750). The costs could be in the region of £4000. The County Council was prepared to obtain a detailed quotation from Scottish Southern if required.

Members were aware that there was likely to be a growing list of capital projects, and agreed that the preference was for creating a list of projects, and reviewing them all collectively in due course, rather than trying to fund each request on a piecemeal basis. The Chairman offered to speak with householders in the vicinity who may be able to assist with an external light to their properties in the interim.

Members continued to discuss street lights which were not working within the village. These had ceased to function early evening, and were not lights which switched off between 12.30 a.m. and 5.30 a.m. as part of the carbon action plan. The Chairman stated she would prepare a list of lights which did not come on, and these could be referred to the County Council. One light in North Street just north of the New Road junction was referred to in particular. It was thought that a pine tree in the vicinity was overshadowing it. The Clerk would check the situation, and refer any problems with the tree to the property owner.

2019/6 Cllr. Richard Webber (County Councillor) joined the meeting at 7.50 p.m.

2019/7 Public Participation

There were no members of the public present.

2019/8 Planning Applications

a) Decisions on previous applications

No decisions had been received

b) Planning Applications dealt with prior to the meeting

No applications had been received

c) Applications for consideration at the meeting

P18/V3064/LB Minor internal alterations to ground floor of house Morland House, Sheepstead Road
After some discussion the Chairman called for a show of hands for those in support of the application

In favour	Against	Abstention
7	0	0

RESOLVED:

that the Council has no objections and supports the application

R3/0.145 s. 73 application to vary a previous permission to continue the development of a new standalone building to provide 2 classrooms and a single storey extension to create a storage room (permitted by R3.0089/16) without complying with condition 1, in order to vary the approved plans and documents to allow for a) a section of timber cladding to be replaced with brickwork b) installation of 4 louvres, c) installation of two external ramps and d) internal alterations to the plant room and wcs

Marcham Primary School

After some discussion the Chairman called for a show of hands in favour of the application

In favour	Against	Abstention
7	0	0

RESOLVED:

that the Council has no objections and supports the application

2019/9

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

Marcham By Pass

Cllr. Webber confirmed that The County Council's Cabinet had supported the delegation to officers of the exercising of Compulsory Purchase Powers in connection with various road schemes, including the Marcham By Pass. Such a scheme would assist with the Frilford junction road difficulties, the air quality issues within Marcham, and Dalton Barracks development proposals. He encouraged the development of a neighbourhood plan, as should a By Pass and Oxford Cambridge Expressway develop, then there could be a demand on Marcham for more housing. A Neighbourhood Plan could be undertaken not just by a Parish Council, but by a village group, and he urged members to consider undertaking a Plan with others locally.

A comment was made to Cllr. Webber regarding litter and the state of the verges in Sheepstead Road. This he noted. In addition, it had been noted that grass/hedge cutting had taken place alongside the A415. This had

revealed litter. A question was asked as to whether advanced warning of works could be given to the Parish Council, as volunteers had done some litter picking, only to find that a litter pick had then been carried out by those arranging the hedge cutting. A comment was made that the replacement gas pipes being installed in the A415 were not causing significant traffic problems as far as Marcham was concerned.

2019/10

Community Facilities

Members noted that the Council's comments on the draft lease documents as agreed at the last meeting, had been sent to Mark Patchett who acted on behalf of the Anson Trust, and a response was awaited. Council members on the s. 106 working party, and clerk had met with officers of the Vale of White Horse District Council, and representatives from Thomas Homes, Marcham Community Group, and the District and County Councillors to discuss the release of s. 106 monies towards the community facilities project. It has been a productive meeting with all parties understanding each other's positions, and requirements. The aim of the Vale of White Horse District Council was to seek authorisation to release the funding, subject to certain contracts and Deed of Variation being in place, at its meeting of full Council on 13th February.

Members discussed instructing a surveyor jointly with the Anson Trust, as opposed to instructing its own surveyor as previously resolved in July 2017, to monitor all aspects of construction. At that time an independent surveyor for the grant provider was preferred. The thinking now was that joint instructions would provide direct access to those undertaking the construction in case of queries, and the surveyor would be responsible to both parties. Mr. Walton proposed, seconded by Mr. Steere that the Parish Council, instructs jointly with the Anson Trust, a surveyor to supervise the construction of the village hall aspect of the community facilities.

The Chairman called for a show of hands for those in favour of the Parish Council jointly instructing with the Anson Trust a surveyor to monitor the construction of the hall facilities.

In favour	Against	Abstention
7	0	0

RESOLVED:

that the Council instructs a surveyor jointly with the Anson Trust to monitor the construction of the community hall facilities and to provide reports.

2019/11

Litter Bins – Anson Field

Council considered a request from the Marcham Community Group to take over the emptying of the bins adjacent to the MSSSC building. The Clerk had advised that the Parish Council had no responsibility for litter bins on

private land. Members discussed the fact that the bins would be not accessible during the construction of new community facilities, and as they were unlikely to be used again, the logical conclusion was to remove them. Mr. Denton offered to speak with the Chairman of the Anson Trust owners of the field, and to also check whether fencing had been erected which enclosed the bins.

2019/12

Budget 2018/19

Council carefully considered the current balances, the likely balances at the year end, and the budget for 2019/2020. Items discussed included the provision of a Christmas tree and/or lighting decoration of existing trees on the village green, a contract with a pest control contractor for dealing with rats on the allotments, the cutting of highway verges on behalf of the County Council, the maintenance of the new public areas within the Vanderbilt development, North Street footway, and speed detection equipment as well as general spending. One member asked queries over the projected balances, and income and expenditure. The Clerk would look at the points raised.

The Chairman called for a show of hands for those in support of a precept sum requested from the Vale of White Horse District Council of £63300.

In support	Against	Abstention
7	0	0

RESOLVED:

- (i) that unspent sums from the current year be taken into reserves.
- (ii) that a precept be requested from the Vale of White Horse District Council in the sum of £63300, as per the budget sheets attached to these minutes.
- (iii) that the Council enter into a contract with a pest control contractor for dealing with rats on the Cow Lane allotment site.
- (iv) that the Parish Council not become the agents for the County Council in cutting highway verges.
- (v) that spending for maintenance on the new public open spaces in the Vanderbilt development be taken from the commuted sum within the s. 106 funding.

2019/13

Parishioner of the Year Award

Nominations were being received from the Parishioner of the Year. The working party would produce a report for the next meeting.

- 2019/14 Annual meeting of electors
 Council discussed possible speakers for the annual meeting of electors, and the benefit of having a speaker. One possibility was Thomas Homes to provide and update on the progress of the community facilities. The Clerk would check with the primary school as to the availability of the school hall.
- RESOLVED:
- that Thomas Homes be invited to be the guest speaker at the annual meeting of electors to be held in May 2019
- 2019/15 Correspondence
 a) OALC update – December
 b) Environment Agency – newsletter – Flooding at Abingdon
 c) Cllr. R. Webber – Marcham By Pass – Notification that County Council Cabinet was considering delegated compulsory purchase powers for the ByPass and associated roads at its meeting on 18th December, 2018
 d) Oxfordshire Resilience Group – Communities Evening, 15th January, 6.00 p.m. at Kidlington Fire Station
 e) Vale of White Horse District Council – Business Awards – Deadline for nominations 18th January, 2019.
 f) NHS – Conference - “Delivering the long term plan” 3rd April, 2019 Mary Ward House, London.
 g) Police/Crime Commissioner newsletter – December 2018
 h) Healthwatch briefing – December
- 2019/16 Accounts
Internal Audit
 Council noted that the Vale of White Horse District Council was not offering an internal audit service to Parish Councils. One quotation had been received, and the Clerk continued to research other possibilities. It was suggested that an article be included in Marcham and District News as there were local people qualified to undertake the task.
- Council noted the list of cheques numbered 3139 to 3153 and authorised payments in the sum of £8599.78 in respect of administration costs, grants, play area checks, litter clearance and Chairman’s Allowance.
- 2019/17 Matters raised by members for information
Parochial Church Council - Cheque
 When discussing the budget for 2019/20, members had been made aware that a cheque for a grant to the PCC from 17/18 year had not cleared. Mr. Denton requested specific details of the cheque and he would make enquiries of the PCC.

Parkside – dumped van

A white van which had become damaged in North Street, and been dumped in Parkside

Cow Lane – caravan

The caravan which had been parked in the Frilford Road recreation ground car park and which had moved to Cow Lane, was still in situ. The Clerk was asked to contact Environmental Health, and to make the Police aware, as public health issues were arising with collections of detritus and general refuse occurring.

2019/18

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2019/19

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 13th February, 2019 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 a meeting of Marcham Parish Council held on Wednesday 13th February, 2019
in the residents' lounge at Duffield Place, Marcham at 7.50 p.m.

Present:

Miss. R. Atkins, Mr. M. Denton, Mr. M. Hoath, Miss R. Mander, (Chairman),
Mrs. S. Hill, Mr. P. Steere
Clerk: Mrs. L. Martin
Cllr. R. Webber (County Councillor)
Joined by Mr. D. Walton at 8.20 p.m.

- 2019/20 Apologies for Absence
Apologies had been received from Mr. I. Charles, and Mr. M. Hillis.
Apologies had also been received from Cllr. Mrs. Catherine Webber
(District Councillor) who was attending a meeting of the District
Council.
- 2019/21 Declarations of Interest
Miss. R. Atkins, Mr. Denton, Mr. Hoath and Mr. Steere declared an
interest in the planning application for 9 Kings Avenue in that they all
knew the applicant.
- 2019/23 In view of the fact that Cllr. Webber had to leave early, Council agreed
to bring the County Council report forward to an early agenda item.
- 2019/24 County Councillor's report – Cllr. R. Webber

Budget and Funding
The County Council had a budget in place. The Vale of White Horse
District Council was underfunded and was indicating to central
government that it would be in financial difficulties within 3 years.
West Oxfordshire District Council too, working in conjunction with 5
councils was finding waste contracts were costing more and as a result
their finances were in a difficult position.

Thames Water - Water Resources Management Plan
Cllr. Webber stated that as far as he was aware Marcham Parish
Council had not responded to the Water Resources Management Plan
consultation. Cllr. Catherine Webber had met with the Group Against
the Reservoir Development and GARD was asking whether Marcham
could respond to the forthcoming consultation from 1st March issued by
Affinity Water.
- 2019/25 Cllr. Webber left at 8.07 p.m.
- 2019/26 Minutes of the meeting held on 9th January, 2019
The minutes were approved and signed as a true record of the meeting,
Miss Atkins referred to the minutes of the December 2018 meeting, and
asked about:

A415 cycle track – weeds and lack of white painted line. This had been reported to the County Council.

Wootton – Speed Detection Gun - It was noted that Council had previously agreed not to allocate funds within the budget for this purpose. Discussion took place on whether funds donated to the Parish Council for community use could be used to purchase a speed gun. The Clerk reminded members that Council had resolved to create a list of possible projects for future consideration and not deal with items on a piecemeal basis. A group of residents from Hanney, who had access to a shared speed gun, had offered to demonstrate the operation of it in Marcham. Mr. Denton would pursue this. The Clerk would check with the Chairman of Wotton Parish Council. The Clerk was asked to add this to the list of possible projects and include the list within the clerk's notes.

A415 CotSDale hedging – This hedge was still overhanging. In view of the gas works compound and heras fencing at the junction of A415 and Howard Cornish Road,

A415 – Speed limit reduction – An update from Cllr. Webber was awaited.

2019/27 Matters arising from the meeting held on 9th January, 2019

Anson Field – Litter Bins

Council noted that these were not enclosed within the heras fencing and could not be used.

Mill Road – Light for path to west of the village green

A solar light had been fitted by residents in the vicinity of Sharrards Barn to assist with the lighting of the path.

Street Lights not functioning

A list of street lights not working had been sent to Oxfordshire County Council and acknowledged by them.

Annual Meeting of Electors

Council noted the school hall was available on 15th May, 2019.

2019/28 Public Participation

There were no members of the public present.

2019/29 Mr. D. Walton joined the meeting

2019/30 Planning Applications

a) Decisions on previous applications

P18/V2967/HH Single storey rear infill extension
52 North Street
Permitted 18th January, 2019

P18/V3064/LB Minor internal alterations to the ground floor of the house
Morland Sheepstead Road
Permitted 21st January, 2019

P18/V2545/FUL and P17/V2546/LB
Conversion of barn to new 3 bed detached dwelling
12 Frilford Road
Withdrawn 29th January, 2019

b) Planning Applications dealt with prior to the meeting

P19/V0255/T29 Notification by Open Reach to Vale of White Horse District Council of the intention to install cabinet at the junction of Howard Cornish Road and North Street to support fibre broadband
The Council had no comment to make

c) Applications for consideration at the meeting

P19/V0052/HH Erection of single storey rear extension
9 Kings Avenue

In favour	Against	Abstention
7	0	0

RESOLVED:

that the Council has no objections and supports the application

d) Planning Enforcement

Council noted that the Vale of White Horse District Council had met on site with Pye Homes and discussed the issue of the missing paths/link to the Matthew Homes site. Discussions were taking place for the link to be sited on the South side of the stream. Reference was made that the planning drawings showed 3 links, one to the north, one central and one to the south of the site. Members were of the opinion that if a link had to be lost, then the central one was less important. Members were of the opinion that Matthew Homes should not do anything to affect the joining of the links on their side of the development.

2019/31 A415 – Zebra Crossing

Council noted comments from residents that whilst crossing the road from south to north, a car from the Abingdon east side had stopped, but a car from the west Frilford direction did not. A second car from that direction had screeched to a halt. Discussion centred around contacting the highway authority to register concerns over the number of near misses for pedestrians using the crossing, whether the lighting on the crossing could be improved, whether CCTV would assist with tracking drivers, and the provisions of the Highway Code in using zebra crossings.

RESOLVED:

- (i) that Mr. Denton place an article in MAD News regarding the near misses on the crossing and reminding residents of the provisions of the Highway Code.
- (ii) that enquiries be made of the Anson Trust to see whether the camera facility on the former Institute site was available.
- (iii) that a letter be written to the County Council to express the Parish Council's concerns regarding the number of near misses and accidents on the zebra crossing.

2019/32

Oxford Cambridge Expressway

Council discussed the documents issued at the exhibition for councillors held in November 2018. Council noted an invitation from Sunningwell Parishioners Against Damage to the Environment to attend an initial meeting with other local parishes, to discuss the position of the western parishes, should the selected route of the expressway affect the immediate area. Mr. Denton and Mr. Hoath offered to attend a meeting to listen in the first instance.

RESOLVED:

that Mr. Denton and Mr. Hoath represent the Council and attend a meeting of parishes, hosted by Sunningwell Parishioners Against Damage to the Environment, to consider the Oxford Cambridge Expressway.

2019/33

Community Facilities

Council received an update report. The minutes of a meeting of Marcham Community Trust had been received and circulated to members. Council considered the appointment of a surveyor. Quotations had been received and queries raised on them. In order to progress the appointment of a surveyor, Council discussed delegating to the Clerk in consultation with the s. 106 working party authority to spend a maximum sum and select the surveyor. Council noted the draft Agreement between the Vale of White Horse District Council and the Parish Council for access to the s. 106 funding being held. The lack of a detailed specification of products and materials being used in the construction of the new facilities was of concern.

The Chairman called for a show of hands for those in agreement with delegating to the Clerk in consultation with the s. 106 working party, the selection of a surveyor to monitor the construction of the facilities, and for authority to be given to spend up to £20,000

In favour

Against

Abstention

7

0

0

RESOLVED:

- (i) that authority be delegated to the Clerk, in consultation with the s. 106 working party, to spend up to £20,000 as per the Council's 2019/20 budget for consultants, to appoint a surveyor jointly with the Anson Trust
- (ii) that an example specification used in the construction of another hall elsewhere be obtained if possible.
- (iii) that the Clerk progress the matter of finalising the Agreement with the Vale of White Horse District Council as far as possible, and continue to liaise with the Council's solicitor regarding the new Agreement between the Parish Council and The Arthur Anson Memorial Trust

2019/34

Cow Lane Allotments

Council considered the terms of the contract to undertake regular checks on the allotments for rats. The contract had been drafted by the organisation and required one annual payment in advance. Concerns were raised about the lack of reference to products used, insurance, as well as the requirement to pay annually before the work had been carried out.

RESOLVED:

That the Council enter into a contract for pest control services on the Cow Lane allotments provided:

- a) the advance payment was for only 6 months at a time.
- b) reference to the contractors insurance was included
- c) reference to any products used be included

2019/35

Parishioner of the Year Award

Council considered the nominations submitted and those unsuccessful nominations from previous years. Discussion was had on the merits of each, other awards available, and the likely recipient of the 2018 award. It was suggested that, before making a final decision, research be undertaken as to the precise parish involvement of the likely recipient, and a draft produced of any possible citation. Miss Atkins offered to undertake further research as to the detailed involvement within the parish, of the possible recipient. It was noted that one unsuccessful nominee brought forward from a previous year was no longer carrying out the same roles and should be deleted from the list.

RESOLVED:

- (i) that Miss Atkins undertake further research into the stated activities within the parish of the likely recipient, and

- liaise with Mr. Steere regarding a draft citation
- (ii) that the previously unsuccessful nominee who had ceased volunteering in the parish be deleted from the list.
- (iii) that the selection of a recipient for the 2018 award be deferred to the next meeting.

2019/36 Oxfordshire Plan 2050 – Sustainability Appraisal Scoping Report
Council noted the Scoping Report and

RESOLVED:

that this Council makes no comment on the report.

2019/37 North Street Footway
Council noted that the matter of the North Street footway had not been prioritised, as the Council had no authority to undertake works on the highway, and the Clerk's time had been more than used on other parish issues. Members discussed that s. 137 Local Government Act 1972 could be used to prepare a design of the footway, and the developer undertaking the development of the Kings Field phase II housing could be asked to undertake the construction.

RESOLVED:

that the Clerk instructs MJA Consulting to progress the design of the North Street footway.

2019/38 Correspondence
a) Oxfordshire Community First – newsletter Winter update
b) Vale of White Horse District Council – waste tour dates
c) Keep Britain Tidy – Spring Clean 22nd March – 23rd April, 2019.
Mr. Denton stated that he would like to co-ordinate a litter pick event around this time.
d) Aspire Oxford – Sleep Out 16th March fund raising event
e) South Oxfordshire Citizens Advice Bureau – newsletter
f) Oxfordshire County Council – Cothill Road closure 18th February to 22nd February, 2019

2019/39 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 and associated guidance. A risk assessment had been carried out within the last 12 months.

It was noted that a new internal auditor would be required, following

the retirement of the previous auditor, and Council considered the quotations received and recommendation of the working party. In view of the requirement for a new auditor, the terms of reference and Audit Plan would be reviewed once the new auditor was in place.

- (i) that the report and recommendations of the Working Party be accepted
- (ii) that IAC Audit and Consultancy be appointed internal auditor for the account year ending 31st March 2019.
- (iii) that the Terms of Reference and Audit Plan be reviewed once the new internal auditor was in place

Council noted the list of cheques numbered 3154 to 3161 and authorised payments in the sum of £4225.61 in respect of administration costs including legal fees, play area checks, litter clearance and replacement grant cheque mislaid by the recipient.

2019/40

Matters raised by members for information

A415 – Gas trench - backfilling

It was reported that the firm undertaking trenching in order to lay new gas pipes in the A415, had dug a trench across the road just east of the lane leading to Hyde Farm Nursery. This had been very poorly filled with a deep drop and cars damaging tyres and wheels. The Clerk was asked to bring this to the attention of SGN gas networks.

Verges junction of A415 and Howard Cornish Road

It was reported that the verges at the junction of the A415 and Howard Cornish Road were in a poor state and condition owing to SGN having a compound on one side and builders' vans undertaking work at a property on the A415 on the other side. Vision was difficult for motorists leaving Howard Cornish Road as it was problematic to see up and down the A415. The clerk was asked to write to the County Council advising about the poor visibility, and advising that the Parish Council expects the verge to be fully restored when works were complete.

Electricity Power Cuts

Several electricity power cuts had been experienced recently. This was a nuisance for residents who were having to re-set clocks and appliances. Members thought that the latest power cut was due to a problem in The Farthings where several houses had suddenly lost power supply. North Street, near the junction of Howard Cornish Road was being dug up by SSE. The Clerk was asked to try and find out how many power cuts there were in Marcham over the past year.

North Street – Post Office parking

General issues were raised regarding a van that parked half way on the path and half way into the road in North Street in the vicinity of the shop. This prevented pedestrians getting past.

Items for Agenda

The Clerk reminded members that “Matters raised for information” were just that, and no discussion or resolutions should take place. Members wishing Council to debate an issue relevant to the parish were asked to contact the Clerk to ensure that the item be placed on the agenda. The deadline was one week before the meeting date.

2019/41

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2019/42

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 13th March, 2019 in the residents’ lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.35 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 13th March, 2019
in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Mr. I. Charles, Mr. M. Hoath, Miss R. Mander, (Chairman), Mrs. S. Hill, Mr.
P. Steere, Mr. D. Walton
Clerk: Mrs. L. Martin

- 2019/43 Apologies for Absence
Apologies had been received from Miss. R. Atkins, and Mr. M. Denton.
Hillis.
- 2019/44 Declarations of Interest
Mrs. Hill declared an interest in the agenda item relating to grass
cutting in the Anson Field in that her husband was the Chairman of the
Field Management Committee.
Mr. Walton declared an interest in the agenda item relating to grass
cutting in that he was the Council's representative on the Board of
Marcham Community Group Trustees.
Miss Mander declared an interest in the agenda item relating to the
planning application for 21 Fettiplace Road, in that she lived close to
the site, but not immediately adjacent.
- 2019/45 Minutes of the meeting held on 13th February, 2019
The minutes were amended and approved and signed as a true record of
the meeting.
- 2019/46 Matters arising from the meeting held on 13th February, 2019
Annual meeting of electors
To note the school hall has been booked for 15th May, 2019. Mr. C.
Brotherton had agreed to be the guest speaker and provide an update on
the new community facilities.
- A415 – Hedge CotSDale
This hedge has now been cut back.
- A415 – Gas trench
The Council's concerns regarding the uneven state of the road
following the gas trench across the A415 has been reported to SGN gas
networks.
- Speed Gun
Council noted that Wootton Parish Council did not have a speed gun,
nor had it pursued the matter, although it had investigated what was
involved, but had resolved not to proceed. Members commented that it
had been understood from the PCSO when he visited the Post Office
that Wootton Parish Council had been keen. Comments were made that

the speed into the village along Sheepstead Road were excessive, and perhaps Marcham Parish Council could take the initiative and possibly sell time to another councils. It was believed that receipt of a letter from the Police acted as a deterrent to speeding. Members wished the acquisition of a speed detection gun be added to the list of items for future projects to be considered at a later date.

North Street – Institute camera

The Anson Trust had confirmed that the cctv camera that had been installed at the Institute was available, free of charge, should the Parish Council wish to take it. The proviso was that it be removed by a qualified electrician. A suggestion at the last meeting was that this be sited at The Crown public house to help record incidents at the zebra crossing. A question was raised as to the operation of the camera, as it was based on a card system, and the card needed to be removed for viewing purposes. This would entail someone climbing to reach it. It was suggested that a new camera all together might be preferable. In the first instance the Chairman would speak to the Landlady at The Crown public house to see if she was open to the idea of a camera on her premises.

Pine Tops – Oxford Road

Council noted that this property, was the subject of a recent planning application for a tennis court. The plans had shown the location of existing trees, and the site was well screened from the Oxford Road. It was reported that the trees were now being felled, which was a disappointment.

2019/47

Public Participation

There were no members of the public present.

2019/48

Planning Applications

a) Decisions on previous applications

P19/V0255/T29 Installation of Huawei 96 small cabinet at the junction of Howard Cornish Road and North Street adjacent to no. 2A to support fibre broadband

Confirmation from the Vale of White Horse District Council that there was no requirement for the operator to make an application to the local planning authority for planning permission
22nd February, 2019

b) Planning Applications dealt with prior to the meeting

P19/V0400/HH Construction of tennis court
Pinetops, Woodside

Comments: Council had no objections provided there was adequate drainage and there would be no water run off problems.

Mrs. S. Hill took the chair for the following item.

c) Applications for consideration at the meeting

P19/V0464/HH Demolish side garage and build new single storey extension to front and rear, with double side extension and single storey to rear

21 Fettiplace Road

Members queried the need for a direct external access into a habitable room in the house, it was also close to the dwelling next door creating an overbearing impact, 2 parking spaces were insufficient for a 4 bedroom property, and ground levels sloped towards the house resulting in water run off and drainage issues, from the front extension to each side.

In favour	Against	Abstention
0	6	0

RESOLVED:

that the Council objects to the application on the following grounds:

- (i) impact on the amenity of the neighbouring property and loss of light from the ground floor side window.
- (ii) ground levels sloping towards the property potentially causing water run off to either side and impacting on the neighbouring property.
- (iii) insufficient on site car parking with only 2 spaces provided for a 4 bedroom property
- (iv) concerns with an external door accessing direct into a habitable room, and the potential for a business use to be created. Condition to be requested that the room be used as a habitable room in association with the residential dwelling only, and no separate business use be permitted

Miss Mander resumed as chairman

R3.0008/19 s. 73 application to continue the development of the retention of a temporary portakabin classroom building (permitted R2/0034/18) without complying with condition 2, in order to vary the removal date of the portakabin classroom

building by 52 weeks from the current expiration date 31st July, 2019 to 31st July 2020

In favour	Against	Abstention
6	0	0

RESOLVED:

that the Council supports the application

2019/49 District Councillor's Report – Cllr. Mrs. C. Webber
In the absence of Cllr. Mrs. C Webber no report was available

2019/50 County Councillor's Report – Cllr. R. Webber
In the absence of Cllr. R. Webber no report was available

2019/51 Oxford Cambridge Expressway
Mr. Hoath gave a report on a meeting of local parishes that he had attended on 8th March. The current proposal was for a route (B1) west of Oxford to Bicester, and there was an alternate route (B3) was south of Oxford to Wheatley then Bicester. There would be full consultation in the Autumn. Concerns raised with a route west of Oxford included the effect on Cothill Site of Scientific Interest, the effect on Wytham Woods. The local parishes were monitoring closely the progress of the Expressway, and there would be further meetings of affected parishes to discuss whether each area would comment and fight its own corner, or whether parishes would join together.

2019/52 Vale of White Horse District Council Local Plan main modification consultation
Members had had the opportunity to view the modifications made by the Inspector, and had no comment to make.

RESOLVED:

that no comment be made

2019/53 Oxfordshire Plan 2050 – Call for ideas – First Stage Consultation
Members considered ideas for inclusion within the Plan.

RESOLVED:

That the following suggestions be submitted to the County Council

- (i) Improvements to parking at hospital sites
- (ii) Consideration to a dedicated park and ride system for hospitals.
- (iii) Land needed to be saved for the

planned improvements to the road network as outlined in the Vale of White Horse District Council's Local Plan

- (iv) Preservation of open green spaces to prevent merging developments

2019/54

Community Facilities

Minutes of the meetings of Marcham Community Group of 14th February and 7th March had been circulated and read by all. A specification of what was being provided by Thomas Homes was referenced in the minutes. Discussion took place that a more detailed specification was required. It was recalled that at the presentation by the District Council at the February meeting of the Council, the District Council was to provide a specification. A template was required. Once sight had been had of this, a formal list could be prepared and handed to Thomas Homes. A question was raised as to whether this would include fixtures and fittings. It was mentioned that the hall committee was working on a list of internal requirements such as tables, chairs and other items. The total cost had come to £65,000 of which £45,000 was on essentials. The Council had started a list of projects to be considered at a later date, and it was suggested that fittings could be added.

Members noted that the developer Thomas Homes had produced a revised internal layout. This included a change to the lobby area into the smaller hall, which was going to be used by the after school club. There would be shared toilets with sports clubs changing area. These would be locked and not accessible by the clubs when the after school club had access owing to safeguarding policies.. Concerns were raised regarding evening matches and clashes with timings. Mrs. Hill offered to speak with the Chairman of the Field Committee to check the proposed shared use of toilet facilities, the timings of evening meetings and potential clashes. A question was raised regarding doors and whether they were glass or solid doors. The Council's representative on the hall committee would check with Marcham Community Group.

Thomas Homes intended to provide an update to the Arthur Anson Memorial Trust at their meetings on the first Monday of every month. The Trust had invited the Council to send 2 representatives to be present. Council thought it helpful if 2 members could attend, and suggested it be 2 members of the working party, with other members assisting if one or more could not attend.

Members noted that Thomas Homes was to open the site from time to time to enable visits to be made to view the construction. The Trust had offered an opportunity for a member of the Parish

Council to attend. It was suggested that someone from the s.106 working group should attend on a regular basis

Council considered play provision in the parish, and noted that this had been raised by the Field Committee, and had appeared on the village facebook page. It was suggested that once the s. 106 funding had been obtained from the Vale of White Horse District Council, there would be spare reserves which could go to play provision. Comments were made regarding the proximity to housing, forming a working party to include non councillors too, undertaking feasibility studies, looking at the village as a whole including the Parish Council's land off Harding Way, obtaining costings and not giving the impression that all funds were in place.

RESOLVED:

- (i) that internal fixtures and fittings for the hall be added to the list of future projects to be examined by the new Council, in due course.
- (ii) that the Council sends 2 representatives from its s.106 working party to meetings of the Arthur Anson Memorial Trust when Thomas Homes provides an update on community facilities
- (iii) that other members act as substitutes if no one from the working party is able to attend meetings of the Arthur Anson Memorial Trust
- (iv) that the Council sends a representative from its s. 106 working party to site visits.
- (v) that a working party be established to look at play provision within the parish, with those appointed to the working party, being agreed at the first meeting of the new Council.
- (vi) that play provision be added to the list of future capital projects.

2019/55

Grass Cutting – The Anson Field 2019

A joint letter from the Marcham Community Group's Field Committee and the Anson Trust requesting financial support for the grass cutting in the Anson field was considered. Members were reminded that funds were included in the 2019/20 budget for grants for the Anson Field in view of the previous grant request from the Marcham Community Group. The current letter superseded the earlier request.

RESOLVED:

- (i) that a grant of £1800 be paid to Marcham Community Group for grass cutting in the Anson Field for the 2019 season
- (ii) that the grant be paid after the start of the next financial year in April 2019.

2019/56

Play Area

Council noted the quarterly report on the play equipment. There was some slight damage to certain item which was being kept under review. Equipment was however, satisfactory. The youth shelter had a small area of corrosion on metal posts, and rough seats. The light in the youth shelter came on at unusual times. This was owing to recent power cuts interrupting supply and affecting the timer.

RESOLVED:

- (i) that the play area inspection report be noted
- (ii) that youth shelter provision be added to the terms of reference for the play area working party being established at the annual meeting of the Council

2019/57

Affinity Water – Consultation

Council noted the revised draft water resources management plan for the Affinity Water area. There was a reference for taking water from a reservoir in Oxfordshire.

RESOLVED:

that this Council makes no comment on the Affinity Water Resources Management Plan

2019/58

North Street Footway

A member stated that the Council had resolved on 8 November 2017 to appoint MJA Consulting to undertake design of the North Street footway and asked the Clerk why it had taken so long to implement the Council's resolution. Differences of opinion arose. The Clerk referred to the fact that this Parish Council did not have statutory powers to undertake highway works, any works would be dependent on a housing developer being able to assist, and given workloads and the hours employed, the clerk had set priorities. Members stated that it was for the Council to set priorities, and if the Clerk was unable to find time to carry out a particular resolution then it should be informed of the situation at the next Council meeting.

Members noted that MJA Consulting were progressing with the footway design. Members reconfirmed their intention to spend £3100 on the design of the footway.

RESOLVED:

that Mctaggart Mickel, developers, who had purchased Kings Field phase II be approached in regards to attending a site meeting to discuss the footway

2019/59 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.

2019/60 Parishioner of the Year Award
Council received a report from the working party as to the involvement in the parish and voluntary work undertaken by a possible recipient. This had been less than envisaged and it was therefore

RESOLVED:

that no Parishioner of the Year Award be presented for 2018

2019/61 Correspondence
a) South and Vale Voluntary Community Sector Conference 13th March, Cornerstone Arts Centre, Didcot
b) Vale of White Horse District Council – “recycling wheels” available from libraries. (information as to where to dispose of rubbish and what to recycle)
c) Oxfordshire County Council – Town/Parish event report
d) South and Vale Citizens Advice Bureau – News Update
e) Vale of White Horse District Council – Elections May 2019 information
f) Berks Bucks Oxon Wildlife Trust - Oxford Cambridge Expressway. Decision. not to allow a claim to require an Environmental Impact Assessment, overturned.
g) OALC – February newsletter
h) Grove and Wantage Extravaganza – Saturday 15th June from 12.00 noon
i) Oxfordshire County Council – Road Closure at Challow from 13th April for up to 2 days. HGV diversion route along the A338.

2019/62 Accounts
A member read from the notes from the Clerk in January 2019 which stated that the Council currently had £42,588 in its accounts which was not earmarked for Community Funds, that expenditure between then and March 2019 would be approximately £23,050 and that the Council could expect to have

in the region of £19,538. The Clerk said that the £19,538 referred only to the current account and that there was an additional £25,000 in a reserve account. The member stated that this had not been made clear in the January meeting, and that the Council had set the budget for 2019/20 on the understanding that the total reserves were likely to be £19,538. The officer and the member continued to have different opinions. It was agreed that in future years the explanatory notes for the budget would be presented in a way that was clearer to members of the Council.

Council noted the list of cheques numbered 3162 to 3169 and authorised payments in the sum of £2111.69 in respect of administration costs, play area checks, litter clearance and subscriptions. The Clerk indicated that there had been administration expenses for stationery, postages and incidentals for which she required reimbursing. In addition, as postage costs were to increase from 25th March, it would be prudent to purchase stamps in advance. The exact figure would be calculated at the year end but was expected to be in the region of £250. Council authorised the reimbursement of expenses. The letter of engagement produced by the auditor had been supplied to members and noted.

2019/63

Matters raised by members for information

Reminder to Members

A member referred to the reminder in the Clerk's notes for the meeting, that items for discussion were required to be on the agenda, so that notice of business to be transacted could be given in accordance with Local Government Act 1972, and that the agenda item Matters raised by Members was solely for items brought to the attention of Council, and not for discussion or resolution. Also the reminder referred to the Council as a corporate body, its way of operation via its clerk, and the requirement, should a councillor be appointed to represent the Council at meetings of outside bodies, the obligation to put forward the view of the Council and not a personal opinion.

Kings Field development – phase II – trees

Mr. Steere was in correspondence with Cllr. Mrs. Webber regarding trees in this development which were being felled. The developer, currently appeared to be removing the correct number as per the planning permission.

2019/64 Items for Marcham and District News
The Clerk would prepare an article for MAD News.

2019/65 Date of Next Meeting
The next meeting of the Council would be held on Wednesday
10th April, 2019 in the residents' lounge at Duffield Place at
7.30 p.m.

The meeting closed at 10.10 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 10th April, 2019
in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Miss R. Atkins, Mr. M. Denton, Miss R. Mander, (Chairman), Mr. P. Steere,
Mr. D. Walton
Clerk: Mrs. L. Martin
Cllrs. Mrs. C. Webber (District Councillor) and R. Webber (County
Councillor).

2019/66

Apologies for Absence

Apologies had been received from Mr. I. Charles, Mrs. S. Hill,
Mr. M. Hillis and Mr. M. Hoath.

2019/67

Declarations of Interest

There were no declarations of interest.

2019/68

Minutes of the meeting held on 13th March, 2019

The minutes were amended and signed as a true record of the
proceedings.

Reference was made to the way in which minutes were amended. The
Clerk stated that she would seek advice from the Oxfordshire
Association of Local Councils.

2019/69

Matters arising from the meeting held on 13th March, 2019

Annual meeting of electors

Council noted this would take place on Wednesday 15th May at 7.30
p.m. in Marcham Primary School. Mr. C. Brotherton had agreed to be
the guest speaker and provide an update on the new community
facilities.

Institute Camera – relocation

The Chairman had spoken with the Landlady at The Crown Public
House, who was willing to have the cctv camera from the former
Institute building. It was noted that this was battery or mains operated,
and used an SD card. Questions were raised about the erection of
signage on commercial premises to advise that cctv was in use, and
about data protection. The Clerk advised that the Parish Council was
not responsible for data protection at the Crown Public House, nor
could the Crown rely on the Council's registration with the data
commissioner, if the camera were given to The Crown. If the object of
re-using the camera from the Institute when it was redeveloped, was to
assist with surveillance of the zebra crossing as accidents had occurred
at that location, then it was suggested that perhaps it could be located
within a window of a dwelling. The Chairman offered to speak with the
resident close to The Crown, who had previously accommodated the
traffic survey, to see whether it could be sited there.

2019/70

Public Participation

There were no members of the public present.

2019/71

Planning Applications

a) Decisions on previous applications

P18/V2368/FUL Variation of condition 4 (approved plans) of P15/V3042/O to include plans 950.13 Rev B and 950.03 Rev B Conversion of Institute, to 3 apartments, erection of 5 dwellings, (North Street), together with community building, multi use games area sports pitches, nursery building and 5 dwellings on the Anson Field, Morland Road
Permitted 2nd April, 2019

P19/V00552/HH Erection of single storey rear extension 9 Kings Avenue
Permitted 14th March, 2019

b) Planning Applications dealt with prior to the meeting

None received

c) Applications considered at the meeting

P19/V0759/LB Minor modification on the design of internal door for the new study
Morland House, Sheepstead Road

Members commented that there would be no internal impact on the listed building

In favour	Against	Abstention
5	0	0

RESOLVED:

that the Council supports the application

P19/V0713/HH Single storey rear extension
6 Leas Lane

Members commented that the extension enhanced the building and was in keeping.

In favour	Against	Abstention
5	0	0

RESOLVED:

that the Council supports the application

2019/72

District Councillor's Report – Cllr. Mrs. C. Webber
Polling Station – Election 2nd May

Cllr. Webber had spoken with the Vale of White Horse District Council regarding the use of the Baptist Church as a polling station and the wisdom of using that site. The District Council was going to ask the County Council about the siting of road signs, and Cllr. Mrs. Webber had asked Meriel Lewis, editor of MAD News to prepare a plan of the village showing access routes to the Baptist so that residents would be aware of the location of the polling station. She commented that a vehicle had reversed into a lamp post in Tower Close, and she hoped that extra parking on residential streets on polling day would not be affected.

Assistance for elderly in the parish

Cllr. Mrs. Webber sought information as to the mini bus service and general assistance for the elderly in the village as she had become aware of someone who would benefit from help. Reference was made to the home library service, and information given as to the person who ran the mini bus service.

The Chairman offered to speak with Cllr. Mrs Webber outside of the meeting, in order to assist.

Parkside Allotments

Cllr. Mrs. Webber referred to a resident who had spoken to her regarding taking on the allotment plot at the junction of Parkside and New Road where trees had previously stood. He had indicated that he would like to plant orchard trees on it.

Members recalled that during the clearance of the allotments, it had been discovered that the tree roots were substantial and a separate contractor would be required to remove them, although costings for that were high. The intention had been to create a workable allotment. Cllr. Mrs. Webber would go back to the resident and suggest that he contact the Parish Council with his proposal. Discussion could then be undertaken by the new Council.

Climate Change Emergency

Cllr. Mrs. Webber had put forward a motion for the Vale of White Horse District Council to declare a climate emergency and call upon government to provide the support required to tackle climate change at local level. This had received support and 4 policies would now have to be followed.

2019/73

County Councillor's Report – Cllr. R. Webber

Climate Change Emergency

The County Council too had signed the Declaration of Climate Emergency, and had therefore committed to reducing carbon footprint by 2030. A commitment firstly by individuals, then organisations and larger bodies produced the required upward pressure for results.

Drayton - gypsies

Cllr. R. Webber reported that was a group of gypsies gathering on the Steventon access to the A34. Steps were being taken to move them on.

Harding Way gates to Mactaggart development

It was reported that the gates into the Mactaggart development off Harding Way had been broken by a digger lorry. These had now been repaired.

2019/74

Community Facilities

MCG meeting

The last meeting of MCG had only just occurred, and no minutes were available. These would be circulated when received. Most of the meeting had been dedicated to the business plan. Negotiations had not yet started with Little Angels. The 3 committees: hall, field and finance all met effectively and sent their minutes to MCG.

Anson Trust meeting Monday 8th April, 2019

Mr. Walton stated he had attended the start of this meeting. The MSSC building had been demolished, a temporary road had been put into the site, the slab for the nursery had been laid, and work would commence on the slab for the hall. Mr. Walton would attend the site visit on 3rd May.

s. 106 funding

The developer, Mr. Chris Brotherton of Thomas Homes had met with the surveyor from Realest. Comments on the contract between Vale of White Horse District Council and the Parish Council had been sent to the District Council, and a response was awaited. The Clerk suggested sending the draft contract (Vale DC/Parish Council) to the Anson Trust, so that they would be aware of the clauses within a contract that they would need to commit to.

Multi Use Games Area

It transpired that MCG would like to see lighting for the MUGA, and that group would be liaising with Mr. Brotherton to discuss a possible planning application for lighting. Questions would have to be asked regarding running costs and funding of the installation. There had been an assumption that the Parish Council may assist with funding.

Hall Committee

Miss Atkins gave a report on a meeting of the hall committee which she had attended. Internal fixtures and fittings had been considered, and lists of required items prepared. Consideration was being given to items contained within Thomas Homes' price, and those where fund raising would be required.

2019/75

Land at the start of Parkside - correspondence

Council noted correspondence from a resident regarding regular parking on amenity land at the start of Parkside, and its consequent state and condition.. It was suggested that the query, if the land were in the ownership of the Vale of White Horse District Council, could be passed to the District Councillor, or to Sovereign Housing Association. The Clerk advised that the District Council did once have its own estates section, but then outsourced this when entering into the combined contract with other District Councils. Since the cessation of the joint contract in the Autumn 2018, the District Council was attempting to set up its own estates section again.

RESOLVED:

That the matter be deferred to a future meeting after the elections.

2019/76

North Street - footway

Council received a report on a site meeting with the lands manager, Anastasia Asprou, of Mactaggart Mickel. Discussion had taken place regarding not only the North Street footway, but the West and Eastern sides of their Kings Field site, where new paths were to be constructed. Ms Asprou was amenable to Mactaggarts undertaking the construction of the North Street footway, and the Sheepstead Road footway from their site, and the path on the western side to link with the Vanderbilt site to the South, and was happy to work with the Parish Council to achieve these.

The Clerk reported that she was still continuing to approach Taylor Wimpey in regards to the link path from their site to join with the Vanderbilt path on the western side. It was suggested that an approach be made to the family that owned the permissive path to discuss the link through. This could be an item for discussion at a future meeting.

2019/77

Correspondence

a) Seafarers UK – Invitation from Seafarers UK for the Council to support this year's campaign to raise awareness of the UK's ongoing dependence on Merchant Navy Seafarers, by flying the Red Ensign on 3rd September. Council initially discussed this but

RESOLVED:

no action be taken

b) Ridgeway Events Calendar

c) Police Crime Commissioner Report

d) OALC – newsletter

e) Rob Finch – Letter of thanks for grant for grant for CPR dummies for St. John Ambulance Cadets. Training dummies were delivered mid March.

f) Vale of White Horse District Council – compost giveaway Sat. 11th May 9.00 – 11.00 a.m. overflow car park, Park Drive, Milton Park

g) Calor Community Fund – small grants available for off grid community projects, application deadline 29th April, 2019

h) Highways England – Notification of bridge refurbishment and resurfacing works, necessitating roundabout and lane closures over the Spring and Summer at the A34/M4 intersection at junction 13.

2019/78

Accounts

Council noted the list of cheques numbered 3171.to 3175 and authorised payments in the sum of £3319.42 in respect of administration costs, play area checks, litter clearance, litter bin, grass cutting and grant awarded.

2019/79

Matters raised by members for information

Oxford Cambridge Expressway Meeting 10th April

Mr. Denton reported that a communication had been sent to Mr.

Hoath who had attended the first meeting of the local parishes group, to determine whether the Parish Council was actively in favour, against, or had no strong views on the Expressway. He asked that this be an item for the next meeting.

Elections

Mr. Denton indicated he would stand again as a candidate for the Council at the forthcoming elections, although owing to possible other commitments he may not be able to attend all meetings. Miss Atkins indicated that she would not be standing as a candidate.

Kings Field Development - phase II – trees

Works to clear the trees was under control and had ceased.

Cycle Path to Abingdon

The cycle path to Abingdon was narrow. Debris was deposited on it, and vegetation overhung. An approach had been made by Cllr. R. Webber to the County Council regarding the road speed limit alongside the path. It was suggested that an eye be kept on the path. The Clerk would check with Cllr. Webber regarding progress on the reduction of the speed limit.

Sheepstead Road

Mr. Denton confirmed he had erected SpeedWatch signs in the Sheepstead Road.

Road Signs

Mr. Denton confirmed there were signs indicating road closed left by a contractor that had not been collected. He would put these with those used by the Parish Council when road closures such as Remembrance Sunday were in operation.

2019/80

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2019/81

Date of Next Meeting

The annual meeting of the Council would be held on Wednesday 8th May, 2019 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.10 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of the annual meeting of Marcham Parish Council held on Wednesday 8th May, 2019 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Mr. M. Denton, Mrs. S. Hill, Mr. M. Hoath, Miss R. Mander, Mr. J. Plumb,
Mr. D. Walton

Clerk: Mrs. L. Martin

Joined by Cllr. Richard Webber (County Councillor) at 7.45 p.m.

All members attending the meeting had signed their declarations of acceptance of office.

The Chairman, Miss Mander, took the chair for the start of the meeting and welcomed all to the first meeting of the new Council.

2019/82 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. Denton, seconded by Miss Mander, and

RESOLVED: nem.con
that Mr. Walton be elected Chairman of the
Council to hold office until the next annual
meeting of the Council

2019/83 Declaration of Acceptance of Chairman

Mr. Walton made and signed the declaration of acceptance of office as Chairman, and then took the Chair.

2019/84 Apologies for Absence

Apologies for absence had been received from Mr. Peter Steere.

2019/85 Deferral of Declarations of Interest

RESOLVED:
that any member who had not signed a
declaration of acceptance of office be required
to do so before the meeting of the Council to be
held on 12th June.

2019/86 Declarations of Interest

Mrs. S Hill declared an interest in the agenda item relating to the report from the Field Management Committee in that both she and her husband were members of that committee.

2019/8 Applications for Co-option

Council noted one application for co-option to the Parish Council. The applicant was not at the meeting, and members, whilst keen to

welcome new members, stated a preference for meeting the applicant prior to considering the application for co-option.

RESOLVED:

that the application for co-option be deferred to a future meeting.

2019/88

Election of Vice-Chairman

The Chairman called for nominations for the election of Vice-Chairman of the Council to hold office until the next annual meeting of the Council

It was moved by Mr. Hoath, seconded by Mr. Denton, and

RESOLVED: nem.con

that Miss Mander be elected Vice-Chairman of the Council to hold office until the next annual meeting of the Council

2019/89

Appointment of Planning Working Group

RESOLVED:

that the Clerk be given delegated powers in consultation with Miss. Mander and Mr. Hoath to respond on behalf of the Council on planning applications requiring Council's comments before the next ordinary meeting of the Council.

2019/90

Appointment of Representative for the Oxfordshire Association of Local Councils

RESOLVED:

that Mrs. Hill represent the Council.

2019/91

Cllr. R. Webber joined the meeting.

2019/92

Appointment of Members to the Churchyard Working Party

RESOLVED:

- (i) that Mr. Denton represent the Council at meetings with representatives nominated by the Parochial Church Council to discuss the maintenance of the closed Churchyard
- (ii) that, as Mr. Denton was connected with the Church, should there be any conflict of interest, Miss Mander be appointed as substitute.

2019/93

Appointment of MAD News Correspondent

RESOLVED:

that the Clerk write a monthly article on Parish Council business for the village newsletter

2019/94 Review of Effectiveness of Internal Audit Working Party

RESOLVED:

that Mr. Denton 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.

2019/95 Parishioner of the Year Award working party

RESOLVED:

that Mrs. Hill 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.

2019/96 Appointment of members to. S 106 working party

RESOLVED:

that Mrs Hill, Miss Mander, Mr. Steere and Mr. Walton together with the clerk form a working party to consider planning obligation, funding available for village projects, and related matters, reporting back to the Council.

2019/97 Appointment of Parish Council representative as MCG Trustee

RESOLVED:

that Miss Mander be appointed MCG Trustee to represent the Council at meetings of the Trust

2019/98 Appointment of MCG Hall Committee member

RESOLVED:

that Mr. Plumb, be appointed the Council's representative on the MCG Hall Committee.

2019/99 Appointment of MCG Field Committee member

RESOLVED:

that Mrs. Hill be appointed the Council's representative on the MCG Field Committee

2019/100 Appointment of MCG Finance Committee member

RESOLVED:

that Mr. Hoath be appointed the Council's representative on the MCG Finance Committee

2019/101 Appointment of representatives to the Parishes Alliance Group (Oxford Cambridge Expressway)

RESOLVED:

that Mr. Denton and Mr. Hoath represent the Council at meetings of the Parishes Alliance Group

2019/102 Appointment of member as point of contact for allotment issues

RESOLVED:

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

2019/103 Appointment of members to Play Area working party

RESOLVED:

- a) that a new play area working party consisting of no more than 6 people, comprising at least 2 but not more than 4 parish councillors be established
- b) that the working party will not have a budget
- c) that it determine the requirements for play provision within the parish
- e) that it consider possible areas within the parish where play equipment could be installed, and to examine all options
- d) that it consider the provision of a youth shelter for the benefit of teenagers within the parish
- e) that it undertake the design of the play area and youth shelter and obtain costings for the preferred layout and items
- f) that written reports on progress, with adequate information to enable the council to make decisions be produced by the working party.

2019/104 Staff Matters

Council considered a working party or committee structure for dealing with staff matters

RESOLVED:

- (i) that a personnel committee be set comprising the Chairman, Vice-Chairman and 2 councillors
- (ii) that Mr. Denton and Mrs. Hill be appointed as the 2 councillors.

In favour
6

Against
0

Abstention
0

2019/105 Appointment of members to Footpaths working party

RESOLVED:

that Mr. Hoath, Miss Mander, Mr. Steere and Mr. Walton form a working party to consider footpath and footway issues.

- 2019/106 Re-ordering of business
The Chairman moved to bring agenda items relating to the reports from the District and County Councillors forward.
- 2019/107 District Councillor's Report – Cllr. Mrs. Catherine Webber
Cllr. Mrs. Webber was welcomed as the re-elected District Councillor for the Marcham Ward.
New District Council – She outlined the steps being taken in regards to the formation of the new Council, induction training, and security. The Cabinet was being voted in on 9th May, 2019
Meetings - She hoped to be able to attend more Parish Council meetings, as she had ceased to sit on the planning committee where there had been previous meeting clashes.
- 2019/108 County Councillor's report – Cllr. Richard Webber
Elections – Cllr. Webber referred to District Council elections and changes that had taken place not only with the Vale of White Horse District Council, but also South Oxfordshire District Council and further afield in Cotswold District Council. It was expected that key issues such as the Growth Deal, and Oxfordshire Cambridge Expressway were soon to be considered again.
- 2019/109 Cllrs R and Mrs. C. Webber left the meeting.
- 2019/110 Review of Data Protection Policy and privacy notice
Council reviewed the Data Protection Policy noted that it did not require a data protection officer.
- RESOLVED:
that the data protection policy with the deletion of the reference to data protection officer be adopted
- 2019/111 Review of Standing Orders based on the NALC 2018 version
Council reviewed Standing Orders
- RESOLVED:
that the Standing Orders be adopted subject to a 2 hour meeting limit, and 3 minutes for each member of the public to address Council.
- 2019/112 Review of Financial Regulations
Council reviewed the Financial Regulations
- RESOLVED:
that the internal audit review working party consider the Financial Regulations and report to Council
- 2019/113 Review of Complaints Procedure
Council reviewed its complaints procedure, and noted that it did not include an appeal process.

RESOLVED:

- (i) that the Complaints Procedure be adopted
- (ii) that the date of this meeting be added to the document.

2019/114 Grants Policy
Council reviewed its grants policy

RESOLVED:

- (i) that the grant policy be adopted
- (ii) that the grant application form be reviewed at the September meeting.

2019/115 Land and assets
Council noted its land and assets list as presented by the clerk

2019/116 Representation at outside meetings and arrangements for reporting back
Council considered methods of reporting back to Council after attending meetings of outside bodies.

RESOLVED:

- (i) that the preferred reporting method was a written report be submitted to the Clerk.
- (ii) that in exceptional circumstances if this were not possible, then a verbal report be given at the next meeting.

2019/117 Subscriptions to organisations
Council noted subscriptions to other organisations: Oxfordshire Association of Local Councils, Oxfordshire Playing Fields Association, Oxfordshire Community First, and National Association of Local Councils for the Local Council Review Magazine

RESOLVED:

- (i) that these subscriptions be paid during 2019/20
- (ii) that 5 copies of Local Council Review magazine be purchased at a cost of £67.50

2019/118 Insurance Cover
Council considered its insurance cover and noted all identifiable risks were covered.

RESOLVED:

that the insurance be reviewed when undertaking the risk assessment later in the year.

2019/119 Email arrangements
Council noted the Clerk's report regarding difficulties with email access, and secure email addresses for members in view of data protection requirements. Discussion took place on changing the website hosting company. Members generally supported a move to another company.

RESOLVED:

that investigations be made as to alternate website hosting companies and a costing obtained for hosting and providing email service.

2019/120 Minutes of the meeting held on 13th March and 10th April, 2019
Council noted that the Oxfordshire Association of Local Council had sought clarification from the National Association in regard to dealing with amendments to minutes, as there was conflict in advice given by the Oxfordshire Association and the National Association.
The minutes of the meeting held on 10th April, 2019 were approved other than minute number 2019/68 for which advice was sort.

2019/121 Matters Arising from the meetings held on 13th March and 10th April, 2019
North Street - footway
Council noted the topographical survey was complete, and the matter was at the design stage with the civil engineer. Council asked the Clerk to rapidly advance the footway project with McTaggart Mickel once the design drawings were available.

2019/122 Public Participation
There were no members of the public present.

2019/123 Planning Applications

a) Decisions on previous applications

P19/V0400/HH Construction of tennis court
Pinetops, Woodside, Frilford Heath
Permitted 10th April, 2019

P19/V0759/LB Minor modification to the design of new internal door to study. To replace a three panel bi folding door with a four panel bi folding door.
Morland, Sheepstead Road
Permitted 23rd April, 2019

P19/V0464/HH Demolish side garage and build a new single storey extension to the front and rear with a double storey side extension and single storey to rear
21 Fettiplace Road
Refused 18th April, 2019

b) Planning Applications dealt with prior to the meeting

No applications had been received

c) Applications for consideration at the meeting

P19/V0841/HH Single storey rear extension and reconfigure ground floor of the property to increase the living area. new external door on the side of the property.
7 Anson Close

In favour
6

Against
0

Abstention
0

2019/124

Community Facilities

Mr. Walton and Mr. Hoath gave a report on the budget planning for the community hall. There had been an indication that an approach may be made to the Parish Council to assist with some fit out costs.

The terms of the Agreement between Vale of White Horse District Council and the Parish Council for access to the s. 106 money would be passed onto the Anson Trust, and a separate Agreement between the Parish Council and the Anson Trust had been drafted by the Council's Solicitor. The expected finish date for the hall building was February 2020.

Council noted that the Field Committee had held one further meeting, but the minutes had not been approved, and a report would follow in due course.

2019/125

Oxford Cambridge Expressway

Council discussed its position in regards to the Oxford Cambridge Expressway. There was no desire to see any new road near Marcham. There was recognition that a new road could generate infill housing between the built area and the road. Options could include upgrading main roads. Members had serious doubts, and lacked enthusiasm for the road, but did not oppose the proposal outright. More information was required.

RESOLVED:

- (i) that this Council required more information to determine its position in regards to the Oxford Cambridge Expressway.
- (ii) that it had serious doubts about the proposal, but that based on the information currently available, it was not currently opposed outright.

2019/126

Paths from Howard Cornish Road to Taylor Wimpey and Vanderbilt sites

The history of the paths off Howard Cornish Road, tarmac to Vanderbilt Site, and permissive unsurfaced path to the Taylor Wimpey site, which served the respective developments, was summarised.

Reference was made to a meeting some 3 years ago at the offices of the District Council when it had been agreed that a link would be provided from the Taylor Wimpey site, into the path to be constructed by Vanderbilt Homes. The link crossed land in the ownership of W. Cumber & Son (Theale) Ltd.

Council noted that Taylor Wimpey had offered to meet with the Parish Council to discuss the footpath link. This meeting would take place on Wed. 29th May, 2019.

Council noted comments from residents regarding the state of the grass within the Taylor Wimpey development. The company had agreed to cut it, but had commented that the land was being transferred to a management company which may change the cutting schedules, as the open space had been identified as a wild flower area in the planning application and decision process.

A comment was made that a lamppost in Longfields, knocked down by a lorry during the construction of the Taylor Wimpey site, had not been replaced.

RESOLVED:

that a letter be sent to W. Cumber & Son (Theale) Ltd requesting whether land to provide the missing link could be acquired

2019/127

Correspondence

- a) Oxfordshire Playing Fields Association - Spring newsletter
- b) Highways Agency A34/.M4 junction closed or undergoing works over various weekends in the Spring and Summer.
- c) Deputy Police Crime Commissioner – Bulletin
- d) Oxfordshire Association of Local Councils – newsletter
- e) Thames Water Utilities – Statement of responses on Water Resources Management Plan.
- f) Abingdon Community Events – Family Fun Day Dalton Barracks 27th July 10.00 a.m. – 4.00p.m.
- g) OALC- newsletter
- h) South Central Ambulance Service / NHS newsletter.

2019/128

Employee Salary Scales

Council noted that the National Joint Council for Local Government Services had reached a 2 year agreement on salary scales for 2018/20. The recommended increase had been approved by Council in May 2018, and revised figures for 2019/20 had just been issued.

RESOLVED:

that the revised NJC pay award figures for 2019/20 be accepted and implemented from 1st April 2019

2019/129

Accounts

Council noted the list of cheques numbered 3176 to 3188 and authorised payments in the sum of £10075.36 in respect of administration costs, play area checks, survey of North Street footway area, litter bin emptying, grass cutting. Council reviewed the signatories to the accounts.

RESOLVED:

that the signatories to the Council's cheque book account with Nat West bank be David Walton, Ruth Mander, Sandra Hill and Malcolm Denton.

2019/130

Matters raised by members for information

Inclusion in Marcham and District News of Parish Councillor information

It was suggested that a short article about each member and photograph be included in Marcham and District News.

Erection of 114 houses rear of Hyde Copse

A query was raised in regards to this outstanding planning application. The application had not been determined by the Vale of White Horse District Council, and a decision was awaited. Objections had been raised in regards to air quality, traffic, and drainage as well as other issues.

Village potholes

Comments were made that these had been repaired.

Steps adjacent to Baptist Church to A415 – handrail

It was reported that this handrail was too close to the wall and difficult to use. Mr. Denton offered to look at the problem.

2019/131 Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2019/132 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

MARCHAM PARISH COUNCIL
PERSONNEL COMMITTEE

Minutes of a meeting of the Personnel Committee of Marcham Parish Council held on Wednesday 29th May 2019 at 7.30pm in the Baptist Hall, Marcham.

Present: Mr M. Denton, Miss R. Mander, Mr D. Walton (Chairman).
Miss Mander took the minutes.

2019/PC/1 Apologies for Absence
Apologies had been received from Mrs S. Hill.

2019/PC/2 Declarations of Interest
There were no declarations of interest.

2019/PC/3 Terms of Reference
The Committee reviewed edition 1 (dated 8 May 2019) of the Terms of Reference for the Personnel Committee. The Chairman called for a show of hands for those who approved the Terms of Reference.

In favour	Against	Abstentions
3	0	0

RESOLVED:
to approve the Terms of Reference and to recommend that they be adopted by the full Council.

2019/PC/4 Personnel Sub-Committee
The Committee considered whether to set up a Personnel Sub-Committee to be responsible for confidential matters related to the management of the Clerk. The Committee then reviewed edition 1 (dated 29 May 2019) of the Terms of Reference for the Personnel Sub-Committee which is based on items 11, 12 and 13 of the Terms of Reference of the Personnel Committee. The Chairman called for a show of hands for those in favour of the creation of a Personnel Sub-Committee with these Terms of Reference

In favour	Against	Abstentions
3	0	0

RESOLVED:
to create a Personnel Sub-Committee and to adopt the Terms of Reference.

The Committee considered the appointment of members of the Personnel Sub-Committee.

RESOLVED:
(i) that the Personnel Sub-Committee should consist of 3 members of the Personnel Committee including the Chairman of the full Council with full voting rights.

- (ii) that the appointment of the other two members of the Personnel Sub-Committee should be delayed until the next meeting of the Personnel Committee.

2019/PC/5

Confidential Personnel File

The Committee considered creating a confidential Personnel File for use by the Personnel Committee and the Personnel Sub-Committee. The Chairman called for a show of hands of those in favour of the creation of such a file

In favour	Against	Abstentions
3	0	0

RESOLVED:

to create a confidential Personnel File which will be held by the Chairman of the Personnel Committee and will be available on request to any member of the Personnel Committee or Personnel Sub-Committee.

2019/PC/6

Training

The Committee considered the training needs of members of the Personnel Committee.

RESOLVED:

- (i) to approach OALC to provide a bespoke training session for members of the Personnel Committee
- (ii) to recommend that the full Council allocate a budget to provide for such a training session
- (iii) to open the training session to the Clerk and any other members of the full Council who wished to attend.

2019/PC/7

Exclusion of the Public

The Chairman proposed that members of the public and the press should be excluded from the remainder of the meeting under the Public Bodies Admission to meetings Act 1960 for reasons of employee confidentiality under the Data Protection Act 1998. The Chairman called for a show of hands of those in favour of the exclusion

In favour	Against	Abstentions
3	0	0

2019/PC/8

Staffing Structure

The Committee reviewed the staffing structure. It was agreed that the Clerk should be consulted about the balance between the work now required to carry out the functions of the Council and the hours currently available.

2019/PC/9

Matters raised by members for information

Guidance Note from the Clerk

Mr Denton circulated a guidance note from the Clerk which had been emailed to members of the Committee that afternoon. It was agreed that the note should be considered by the full Council rather than the Personnel Committee.

2019/PC/10

Date of Next Meeting

It was agreed that the Committee will normally meet quarterly, as necessary. However the next meeting should be held soon after the training session has taken place.

The meeting closed at 8.27pm

Signed: _____

Date: _____

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

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 26th June, 2019 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Mr. M. Denton, Mr. M. Hoath, Mr. J. Plumb, Mr. P. Steere, Mr. D. Walton
Clerk: Mrs. L. Martin

Joined by Miss R. Mander at 7.35 p.m. and Ms. T. Rosenfeld at 7.40 p.m.

- 2019/161 Apologies for Absence
Apologies for absence had been received from Mrs. Sandra Hill.
- 2019/162 Declarations of Interest
There were no declarations of interest at this point in the meeting.
- 2019/163 Community Facilities
Council received a report from the working party who had looked at conditions which would be needed if the Transfer to the Parish Council of the freehold of the hall, car park and muga in the Anson field took place as resolved at the last meeting.
- 2019/164 Miss R. Mander joined the meeting.
- 2019/165 Community Facilities Continued
Council considered VAT liability, and agreed that it needed to be protected from any liability, and written indemnity against claims would be needed.
- 2019/166 Ms. T. Rosenfeld joined the meeting.
- 2019/167 Community Facilities Continued
The Chairman summarised the history of the Anson field, the plans for new community facilities, and how the current situation had evolved in terms of the building and proposed Transfer. Council then discussed conditions for the Transfer of the freehold. Comments were made that trees and the boundary on the southern side of the field would need to be handed over in a good state and condition.
It was
- RESOLVED:
- That the following conditions be put to the Anson Trust
- (i) a written indemnity against claims against the Parish Council for VAT.
 - (ii) all rights for access and utilities. The details of any Management Company for shared areas to be agreed.
 - (iii) a minimum of a 99 year lease on the remainder of the field on terms to be agreed.
 - (iv) the assignment of the building guarantee and all other guarantees.

- (v) an acknowledgement that The Anson Trust and Thomas Homes would continue to provide all necessary assistance with satisfying the requirements of the Vale of White Horse District Council in regards to the Parish Council's application for £305,000 of s. 106 funds to be used towards the Council's £500,000 contribution to the whole project.
- (vi) full satisfaction of any issues raised by the Parish Council's lawyer.

Miss Mander declared an interest in that she was the Council's appointed Trustee on the Marcham Community Group. She advised that at the last Trustee meeting, the MCG had wished for a Lease of 99 years on the hall building, car park and muga, as well as a Lease for the same period on the field area. The Chairman called for a show of hands of those in favour of granting Leases for a period of 99 years, provided it was legally possible.

In favour	Against	Abstention
6	0	1

It was also

RESOLVED:

- (vii) That the Anson Trust be asked to put a formal offer of the land in writing, with a plan indicating the areas involved and that they accept the conditions above
- (viii) that authority be given to the Clerk to seek quotations for legal advice and instruct lawyers
- (ix) that subject to any legal advice, a Lease to Marcham Community Group of the Community Facilities, and Underlease of the field area be granted for a period of 99 years, on terms to be agreed

2019/168

Accounts

Council considered the internal auditor's report, for the year ending 31st March 2019. This had been copied together with observations and circulated to all members. In particular, this advised that the accounting statements relating to 2017/18 were incorrect, in that the records for the Joint Burial Committee were separate, and should have been incorporated within those of Marcham Parish Council. A negative report in this respect would be issued by the Internal Auditor IAC. The Internal Auditor had also sought clarification as to the maintenance of petty cash, the review of Standing Orders and Financial Regulations, a review of the Clerk's contract, the review of Bank Reconciliations, budget monitoring and adoption of an investment policy. Members recalled budget monitoring taking place.

Council discussed each item in the Internal Auditor's report, and the Chairman called for a show of hands for those in favour of accepting the actions as discussed.

In favour	Against	Abstention
7	0	0

It was

RESOLVED:

- (i) that the internal auditor's report and observations be noted.
- (ii) that the figures for 2018 be re-stated
- (iii) that cash and other assets of the Cemetery Committee be regarded as belonging to Marcham Parish Council
- (iv) that the Cemetery Committee's paye arrangements for the Clerk be terminated, and that Marcham Parish Council become the employer for Cemetery purposes.
- (v) that the Chairman of the Cemetery Committee, be advised of the position and discussions take place as to the future operation of the Joint Committee
- (vi) that it be confirmed that this Council did not maintain a petty cash system.
- (vii) that Bank Reconciliations be reviewed and signed by the Internal Audit Review Working Party
- (viii) Standing Orders and Financial Regulations which were reviewed in May 2019 be reviewed on an annual basis. The Internal Audit Review Working Party review the Financial Regulations for 2020 and report to Council.
- (ix) that clarification be sought as to the frequency of the required budget monitoring, as Members recalled that budget monitoring had taken place.
- (x) that an investment policy be created.
- (xi) that the matter of a review of the Clerk's contract be referred to the Personnel Committee.

Council considered the Annual Governance Statement. The Clerk indicated that the Annual Governance Statement reflected the comments made by the internal Auditor and a negative response had been shown for boxes 1 and 3.

RESOLVED:

that the Annual Governance Statement for 2018/19 as presented be approved

Council considered the Accounting Statements and year on year comparison. The Clerk highlighted that the 2018 figures had been re-stated to take into account the Joint Burial Committee, and that they had automatically been included in the figures for the year ending 31st March 2019.

RESOLVED:

that the Accounting Statements in Section 2 of the AGAR showing a cash value at 31st March 2019 of £508875 be approved.

2019/169

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 9.00 p.m.

Signed..... Dated

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 10th July, 2019 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Mr. M. Denton, Mrs. S. Hill, Mr. M. Hoath, Miss R. Mander, Mr. P. Steere.
Mr. D. Walton
Clerk: Mrs. L. Martin

- 2019/170 Apologies for Absence
Apologies for absence had been received from Mr. James Plumb.
- 2019/171 Declarations of Interest
There were no declarations of interest.
- 2019/172 Minutes of the meetings held on 12th June and 26th June 2019
Typographical errors were corrected. In minute 2019/144 "His" Council was changed to "This" Council and in minute 2019/151 an extra letter "t" in the first line be removed. The minutes were otherwise approved and signed as a correct record of the meeting.
- 2019/173 Matters arising from the meetings held on 12th June and 26th June, 2019
Footpath to serve Kings Field developments and the Taylor Wimpey site
Council noted a site meeting took place between councillors, clerk and a representative of the land owner, regarding crossing the permissive path and linking the Taylor Wimpey site to the planned joint path to serve all the developments. A response from the landowner was awaited. The agents dealing with the release of planning conditions in regards to the Kings Field phase II site had sought clarification as to the path from their site to the south. Information had been provided to them.
- 2019/174 Public Participation
There were no members of the public present.
- 2019/175 Planning Applications
- a) Decisions on previous applications
- P19/V1168/HH Single storey rear extension
 8 Leas Lane
 Permitted 4th July, 2019
- b) Applications dealt with prior to the meeting
- P18/V2473/O Additional information regarding traffic and land
 contamination 114 dwellings
 Land north of Longfields
 Council noted that the County Council had objected to the
 development.

Comments: Additional information appeared incomplete, and the Council continued to object.

P19/V1395/LB Investigation works comprising trial holes, slit trenches and cores

Noah's Ark Bridge A338

Oxfordshire County Council

The planning application to the Vale of White Horse District Council referred to night time working, yet the Road Closure Order referred to closure for 5 days. The Clerk would check the closure timings.

Comments: Council had no objections, but requested that adequate advance notice of the works and necessary road closure be given, with physical signs at previous road junctions so alternative routes could be found.

c) Applications for consideration at the meeting

No applications had been received

2019/176 District Councillor's Report – Cllr. Mrs. C. Webber and County Councillor's Report - Cllr. R. Webber
No reports were available

2019/177 Community Facilities
A meeting of the Trustees had taken place on 24th June. The minutes were awaited. A 99 year Lease of the field area was wanted, and MCG was happy to work with the Parish Council as the new owner of the building once the Transfer had taken place.
The Committees, other than the Field Committee which was not currently required, were meeting frequently working through tasks and actions. Members would soon be invited for a visit to the site. Fund raising for fitting out was commencing. Some minor issues with the hall, such as a door shown on the drawings, had not been constructed. These were being sorted. The Nursery building was due to be completed in December 2019, and the hall approximately 10 weeks after that.
Council considered the surveyor's report from the July inspection, and noted the points raised. These were matters for the Marcham Community Group. It was suggested that the paint specification be passed to the Vale of White Horse District Council.

2019/178 Pye Homes Willow Farm and Matthew Homes site Monks Walk
Council noted that the Vale of White Horse District Council had confirmed that Pye Homes were in the process of producing detailed construction drawings of the footpath and crossing over the watercourse in the locations shown on the planning application drawings. The works included the relocation of the boundary fence of plot 14 (8 Pointer Place) as this had been erected in the wrong location.

Council also noted that Matthews Homes had constructed paths within its site and had not created the short links to meet up with the paths coming from the Pye site, as per the approved planning drawings.

In addition the attenuation pond at the front of the Matthew Homes site which

was to take surface water from the adjacent Charles Church/Persimmon site was being filled in and fencing was appearing. 2 feed pipes had been seen.

RESOLVED:

- (i) that a letter be sent to the Vale of White Horse District Council, to include Stuart Walker planning officer, advising of the missing link paths within the Matthew Homes site, and that it was essential that paths be constructed on both sides of the boundary so that the 2 halves matched.
- (ii) that reference be included in the letter to the attenuation pond, with a wish expressed that this not be blocked for use by the Abbots Grange Charles Church / Persimmon development.

2019/179

Kings Field Phase 2 development

Council noted comments from the Vale of White Horse District Council that the preference was not to name streets after living people, and that more general themes or historic uses were favoured. Council commented that other current street names, such as Duffield Place, Kings Avenue, Howard Cornish, Higgins Row, all had streets named after local families with relatives living locally. The suggestions of "Temple" or "Roman" put forward by the developer were not liked. That part of the parish had no roman connection. An additional name of Jean Page was mentioned. Members continued to express a wish that the previous names of Davies and Hutchinson or the new name of Page be used.

RESOLVED:

- (i) that the Vale of White Horse District Council be advised that the names Temple or Roman were not supported by the Parish Council
- (ii) that the name of Jean Page be put to the District Council as a possible third option
- (iv) that the District Council be asked to select two names from either Hutchinson or Davies as previously suggested by the Parish Council, and Page now being put forward

2019/180

North Street – Footway

Council noted that unfortunately the design drawings were not yet complete, and the engineer had not been able to provide an estimate of costings, until what was required could be fully studied. Discussions with Mactaggart Mickel would be required regarding the footway installation. To avoid any delays in seeking consent from Council, as the next meeting was not scheduled until September, it was proposed that the Council allocate £10,000 from reserves be put towards the cost of the construction of the North Street footway, provided the cost did not exceed £40,000. The remaining £30,000 to be claimed from the s. 106 monies being held by the Vale of White Horse District Council.

In favour

7

Against

0

Abstention

0

RESOLVED:

that a sum of £10,000 be set aside from reserves to be spent in accordance with s. 137 Local Government Act 1972 towards the cost of a footway in North Street, providing the total cost did not exceed £40,000

2019/181

Joint Burial Committee with Frilford Parish

Council noted that Mr. Denton had spoken with the Chairman of the Joint Burial Committee in regards to the advice received from the internal auditor. The Chairman had understood regarding the operation of the Committee. In order for the Parish Council to determine its position and consider the possible winding up of the joint function, it was suggested that the number of burials from both parishes over the past few years be identified, and that the September meeting of the Joint Burial Committee be deferred.

RESOLVED:

- (i) that the September meeting of the Joint Burial Committee be deferred
- (ii) that the Clerk provide information as to the number of interments from each parish over the last 5 years.

2019/182

Children's Air Ambulance – Request to site clothing banks

Council considered a request from the Children's Air Ambulance to site a clothing bank on land in the ownership of the Parish Council. £50 per tonne of clothing collected would be paid to the Council. There was already one Salvation Army clothing bank in the parish, and from experience it was known that the sites could become dumping areas for general waste.

RESOLVED:

that the offer from the Children's Air Ambulance to site a clothing bank in the parish not be accepted.

2019/183

Correspondence

- a) Studio Theatre Club Advertisement for "London Assurance" at Unicorn Theatre 17th -20th July
- b) Trailer Training UK – Safe Towing Campaign. Invitation to join the campaign and help advertise safe towing
- c) Oxfordshire County Council – Invitation to Open Day at the County's Drayton Depot on Saturday 20th July, at either 10.00 a.m. or 1.00 p.m. Mr. Steere and Miss Mander would attend this event.
- f) Keep Britain Tidy – Love Parks week 12th - 21st July
- g) Oxfordshire County Council - Notification of night time closures of Stert Street Abingdon between 22nd July - 26th July for new water main connections
- h) Ridgeway Officer – Ridgeway Summer newsletter
- i) Oxfordshire Community First – AGM 19th July Heyford Park, Upper Heyford at 11.30 a.m.
- j) Vale of White Horse District Council – Chairman's Awards Awards Lunch Saturday 5th September, 2019, The Beacon, Wantage. Nominations invited for those who have acted as volunteers for the benefit of their community.

RESOLVED:

- (i) that 2 or 3 Marcham Mini-bus drivers be nominated for the Vale of White Horse District Council's Awards lunch.
- (ii) that Miss Mander write the nomination.

- k) Oxfordshire County Council – Temporary closure of A338 at Noah's Ark Bridge from 21.00 hours on 19th August 2019 to 0530 a.m. 23rd August, 2019 to allow for bridge inspection works
- l) Oxfordshire County Council – Closure of unnamed section of road A415 to Barrow Road 12th August, 2019 to 16th August, 2019 to facilitate patching works
- m) Wantage Independent Advice Centre – Annual Report 2018/19

2019/184

Accounts

Council noted the list of cheques numbered 3199 to 3209 and authorised payments in the sum of £6950.87 in respect of administration costs, surveyor's costs inspection of construction of new hall, grass cutting, play equipment checks, rent of land for play area / youth shelter, replacement defibrillator pads and war memorial conservation.

Council also noted training course for new councillors in Roles and Responsibilities in September 2019. Tanya Rosenfeld expressed an interest in attending. Council also agreed to fund the cost of training for members who wished to attend.

2019/185

Matters raised by members for information

Churchyard – grass cutting

Mr. Denton commented that the quality of the grass cutting had changed in recent months. He suggested that the next time it was cut that the work be inspected.

Defibrillator Replacement Pads

It was reported that when the Ambulance Service had returned the borrowed defibrillator to the Post Office, it had been indicated that replacement pads were available free of charge. The Clerk would make enquiries.

War Memorial

The conservation work at the War Memorial was complete. The next stage was to remove the stone pebbles, relay a new membrane and to create a path to the war memorial. Malcolm Denton and Mike Hoath would prepare a specification of the work required. The ground could be cleared in time for Remembrance Sunday.

Training of Personnel Committee

A member suggested that training of the members of the Personnel Committee take place before any further new council members were co-opted. A third organisation, South East Employers, was suggested as a training provider well as the other two already approached. It was suggested that training could be organised for the end of July or early

August. The Clerk would approach South East Employers for training prices, and in consultation with the Chairman select a training provider who could undertake training the end of July or early August.

2019/186 Items for Marcham and District News
The Clerk would prepare an article for MAD News.

2019/187 Date of Next Meeting
The next meeting of the Council would be held on Wednesday 11th September, 2019 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 a meeting of Marcham Parish Council held on Wednesday 11th September, 2019 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

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

Clerk: Mrs. L. Martin

2 members of the public

Joined by Cllr. Richard Webber (Oxfordshire County Council) and Cllr.
Catherine Webber (Vale of White Horse District Councillor)

- 2019/188 Apologies for Absence
Apologies for absence had been received from Mr. Malcolm Denton,
Mr. Michael Hoath and Mrs. Tanya Rosenfeld.
- 2019/189 Declarations of Interest
There were no declarations of interest.
- 2019/190 Vacancies on the Parish Council
Mrs. Caroline Garvey from Frilford, who was sat in the public gallery
introduced herself as a candidate for co-option. She was eligible to
be co-opted as she met the criteria and lived within 3 miles of the
boundary.
- The Chairman called for a show of hands for those in favour of co-
opting Caroline Garvey to serve on Marcham Parish Council.
- | In favour | Against | Abstention |
|-----------|---------|------------|
| 5 | 0 | 0 |
- 2019/191 Declaration of Acceptance of Office
Mrs. Garvey signed her Declaration of Acceptance of Office.
- 2019/192 Minutes of the meetings held on 10th July, 2019
The minutes were approved and signed as a correct record of the
meeting.
- 2019/193 Advice from NALC / OALC regarding minutes
Council considered advice from both NALC and OALC in regards to
amendments to minutes. There were differences in regards to leaving
minutes amended with a note in the margin as to corrections, or
substituting a complete new version and destroying the original version.
Council discussed whether to refer back to OALC with questions or to
adopt a view.
The Chairman called for a show of hands of those supporting the view
that minutes amended by a future meeting of a Council should refer
only to the fact that a previous version had been amended, and the
revised text act as a replacement.

In favour

3

The Chairman the asked for a show of hands of those in favour of submitting questions on points of clarification to OALC

In favour

2

There was one abstention.

RESOLVED:

that amendments to minutes not show the original text and the amendment, but state that the minutes had been amended, and contain the revised text only.

2019/194 Matters arising from the meetings held on 10th July, 2019
Vale of White Horse District Council – Community Awards Lunch
Council noted that the Vice-Chairman had lodged a submission for the Awards nominating drivers of the community mini-bus scheme. The District Council had accepted the nomination and had contacted those involved.

Cllr. Mrs. Webber commented that she had personally nominated 2 residents from Marcham who too were likely to attend.

2019/195 Public Participation
Road Closure – A415
A question was asked as to whether the road resurfacing planned for the A415 was patching or a complete resurface. The information had not been supplied by the County Council and the Clerk would make enquiries.

2019/196 Planning Applications

a) Decisions on previous applications

P19/V1395/LB Intrusive investigation works comprising:
trial hoes, slit trenches and cores
Noah's Ark bridge, A338
Permitted 23rd August, 2019

P18/V2473/O Erection of up to 114 dwellings, public open space, landscaping and vehicular access points from Leas Lane.
Land to the north of Longfields
Refused 19th July, 2019

b) Applications dealt with prior to the meeting

MW.0069.19 Details pursuant to condition 19 (water monitoring) of permission MW. 0119/15 for extraction of soft building sand and limestone and infilling with inert waste.

Hills Quarry, Besselsleigh

Exceedances beyond permitted limits in ground water contamination had been indicated. The applicant had suggested that the Environment Agency's permit should be adjusted to suit.

Comments: Concerns raised that possible changes to trigger levels would increase what had been permitted. The Permit should not be changed to meet what had been found on the ground. Changes should not lead to reduced water quality In the event of major flooding event after heavy rain, there should be no risk of adverse run-off into sensitive areas.

c) Applications for consideration at the meeting

P19/V2049/LB and P19/V2137/FUL Conversion of existing listed barn to new 3 bed detached dwelling
12 Frilford Road

After some discussion, the Chairman called for a show of hands for those in favour of the application

In favour	Against	Abstention
5	0	1

RESOLVED:

Council was in favour of the application but expressed concerns with windows which were to be aluminium and not timber, adequate screening for vehicle parking, possible obstruction of the access off North Street which was used by others, trees should be replaced, and an electric charging point for vehicles installed.

P19/V21232/HH Erect solid panel side and roof extension to the side and rear elevations
21 Fettiplace Road

After some discussion, the Chairman called for a show of hands for those objecting to the application

Objecting	Not Objecting
4	2

RESOLVED:

that the Council objects to the application as the conservatory was very large for the size of the site, was out of

proportion, and represented over development. It would cause a loss of light to the neighbouring property, and would have the potential for overlooking.

2019/197

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

Planning Training - Cllr. Mrs. Webber referred to the planning training event arranged for Parish Councils. Parish Councillor, Mr. Steere, who had attended, had felt that the course had assumed prior knowledge, whereas newer councillors needed an induction first. Cllr. Webber would report that point to the District Council.

Extension of mobile telephone coverage in rural areas. – There were consultation proposals were being outlined to deploy 5G networks and extending the mobile coverage in rural areas.

5 Councils meeting 21st October – A building session had been planned for the 5 District Councils previously involved in joint working. Information was going to be given as to the earlier administration of the Councils and Capita.

County Council Gypsy Officer – Cllr. Mrs. Webber commented on illegal encampments, advised that the Gypsy Officer may be able to assist, as well as the Community Safety Team at the District Council, or even the Police where crimes had occurred.

Electric Blanket Testing

Electric blanket testing was to take place on Friday 11th October at the Fire Station in Ock Street, Abingdon.

Local Plan Part 2 – The Inspector's report on the Local Plan Part 2 was to be considered by Scrutiny Committee on 19th September, and a decision would be made as to whether to challenge or adopt the Plan. This would then go to full Council.

Neighbourhood Planning

It was reported that a new organisation had been set up to support areas with neighbourhood plans. Members requested that neighbourhood planning be an agenda item for the next meeting.

2019/198

Council Councillor's Report – Cllr. R. Webber

Local Plan – National matters affected the immediate area. The Growth Deal and Housing Infrastructure Fund could be affected if there were difficulties with the Local Plan, not only at Vale of White Horse District Council, but also at South Oxfordshire District Council .

Reservoir – Thames Water was awaiting decisions from the Secretary of State on its Water Resources Management Plan. The regulators, OFWAT had asked for a strategic study into water supply for the South East, and the sharing of supply with Affinity Water was an issue under question.

Oxford Cambridge Expressway

All Councils in Oxfordshire were against the idea of the Expressway. Cambridgeshire Councils were more supportive.

Speed Reduction A415 to A34

Cllr. Webber confirmed that the reduction in the speed limit from 60 mph to 50 mph on the section of the A415 between the A34 and the village was going ahead.

2019/199

Cllrs. R and C Webber left the meeting.

2019/200

Oxford Cambridge Expressway

Council noted the report from Mr. Hoath who had attended the local meeting on 24th July, which he had attended.

2019/201

Community Facilities

A report was given on the community facilities, and comments invited on the minutes of a meeting of MCG Trustees held in July. Following a change in the Leasing and Transfer arrangements, the legal documents were being re-drafted. Construction was still on target, with the nursery being completed in December, and the hall in the Spring. An agronomist had been appointed by Thomas Homes, and a copy of his report would be issued to the Parish Council. Confirmation had been received from Thomas Homes, that the issues in the s. 106 funding contract between the Parish Council and Vale of White Horse District Council relating to the requirement of an agronomist had been included in their arrangements.

Council noted issues as to CCTV, Gas suppliers, and Bar raised by the Surveyor. Marcham Community Group would deal with these. It was noted that staff from the s. 106 team at the Vale of White Horse District Council had visited the site.

2019/202

North Street – footway

Council noted a report on the North Street footway, and estimated costs in the region of £45,000. Council noted the costs of MJA of the safety audit, and submission of the drawings to the County Council.

It was RESOLVED:

that MJA, as the firm was dealing with the County Council on behalf of Mactaggart Mickel in regards to road works, and had prepared the drawings, should manage negotiations with the County Council and Mactaggart Mickel in regards to the construction of the footway.

2019/203

Path – Vanderbilt site into Mactaggart Mickel Development

Council received a report from the working party. It had had site meetings with Strutt Parker, the Police, and tree surgeons in regards to the route of the path through the public open space on the Eastern side, and the works required to the trees. A quotation for the work to the trees was noted, and the options for the route of the path discussed

RESOLVED:

that the path to link the Mactaggart Mickel development with the Vanderbilt development and then onto the Howard Cornish Road, be constructed at a width of 1.5m to the west of the line of trees in the public open space on the Eastern side of the Vanderbilt development.

2019/204

Path Howard Cornish Road to Vanderbilt site

Council noted comments made by residents in Longfields regarding the maple trees on the path from Howard Cornish Road to Harding Way, which they felt

were overshadowing their property, and dropping debris onto their shed and house. It was noted that the trees had a Tree Preservation Order on them. When maintenance was required, such as raising the crowns, it would be possible to take into account the residents' comments.

RESOLVED:

that the points made be considered when maintenance on the maple trees was under consideration.

2019/205

Joint Cemetery Committee with Frilford Parish

Council considered the past comments from the internal auditor IAC regarding the operation of the accounts of the cemetery committee. The operation of the cemetery committee in the future was considered. The detailed view of Frilford Parish was required. As far as Marcham was concerned the Chairman called for a show of hands for those in favour of working co-operatively with Frilford and continuing with the cemetery committee structure

In favour
4

Against
1

Abstention
1

RESOLVED

that the view of Marcham Parish Council is to continue with the cemetery committee structure.

2019/206

A415 – Zebra Crossing

Council noted correspondence received from a resident regarding a near miss accident with a pedestrian on the zebra crossing. The upgrading of the belisha beacon was suggested, so that it would be more visible.

RESOLVED:

that Oxfordshire County Council be approached to request improved lighting from the beacon.

2019/207

War Memorial

Council considered a brief for works required for the garden area around the war memorial. This was to clear the gravel area from weeds, replace the membrane and gravel, provide improved flower area, and a slope to the war memorial to enable improved access for wreath laying.

RESOLVED:

that the suggested works be approved and quotations be obtained

2019/208

The Gap – Marcham – Lack of footway near junction with North Street

Council noted correspondence from a resident expressing concern regarding the lack of footway at the end of the Gap where the road emerges into North Street. The resident had contacted the County Council who had suggested that the Parish Council should be informed, and invited to support any action. A hedge which had been overhanging the footway had been cut back, but the tarmac path had been destroyed and was in need of replacing.

RESOLVED:

- (i) that this Council supports any action to reinstate the tarmac footway on the northern side of The Gap near the junction with North Street
- (ii) that a letter be sent to the County Council showing support for the works.

- 2019/209 Christmas Lights / Tree
 Consideration of the possibility of Christmas Lights or Christmas Tree in the parish.
- RESOLVED:
 that this matter be deferred to a future meeting.
- 2019/210 Grant Application Form
 Council reviewed the grant application form as used by applicants in previous years. It was thought that there could be some confusion by applicants between stating the purposes of the organisation and the purposes of the grant, as these were adjacent boxes. The sum available for grant giving under s. 137 Local Government Act 1972 would need to be considered.
- RESOLVED:
- (i) that the box on the grant application requesting information as to the purposes of the organisation be removed.
 - (ii) that a review of the grant budget take place in October, in readiness for grant awards at the November meeting.
- 2019/211 Play Area
 Council received the RoSPA safety report and quarterly report on the play area from MRH services.
- RESOLVED:
- that a quotation be obtained to replace the spring base plate on the rocker, which RoSPA had identified as in need of replacement.
- 2019/212 Cow Lane Pony Paddocks – Grass Keep
 Council considered the agreement for the sale of the grass keep at Cow Lane, and noted the tenant’s request to terminate the Agreement in January 2020.
- RESOLVED:
- that the grass keep in the paddock be let for a period of 6 months to terminate in January 2020.
- 2019/213 Vale of White Horse District Council – Polling Places Review
 Council noted that the Vale of White Horse District Council was undertaking a review of the polling places. Members expressed some concern regarding the use of the Baptist Church Hall, and its proximity to the A415, and whether it was generally safe. Its use was temporary until the new hall was available.
- RESOLVED:
- that the Council’s preference, should there be an election before the new hall was available, be that the Church, Denman College or primary school be used.
- 2019/214 Harding Way – Public Open Space – Church BBQ 17th August, 2019
 Council noted that a request had been received from All Saints Church to Hold a BBQ for residents in the new housing development in Harding Way on

17th August, on the Council's public open space area. The Clerk had circulated the details of the event to members as there was no scheduled meeting planned. Members had supported the event, subject to the Church providing proof of insurance and a risk assessment. The Council was asked to ratify this decision. The Chairman called for a show of hands

In favour
5

Against

Abstention
1

2019/215

Correspondence

a) Scottish Southern Electricity Networks – Workshop Event

SSEN are required to consult with stakeholder groups, and have invited Parish Councillors to the Kassam Stadium on 17th September, 2019 9.30 a.m. for 10.00a.m. Comments will be invited, and critique and recommendations required in order to shape their future business plans.

b) BBOWT – Notification that the appeal to the High Court to require an Environmental Impact Assessment for the Oxford Cambridge Expressway was dismissed.

c) Oxfordshire County Council – Availability of salt, and salt bins for “gritting” in local areas in the Winter. One bag of salt free of charge, bins available at cost. This was discussed. The matter would be reviewed in the future.

d) Police and Crime Commissioner – Bulletin

e) Oxfordshire Environment Board – Board established to inform decision makers /Growth Board in regards to the natural environment. Membership is invited.

f) Police and Crime Commissioner – Thames Valley – newsletter

g) OALC – August Newsletter

h) Oxfordshire County Council - Road Closures:

Southern end of North Street (south of the shop to the A415 junction) from 7th October to 8th November, 2019 24 hours a day for gas replacement works.

A415 Monks Walk to Church Street, 8th November to 10th November, 2019 night time (20.00 hrs. – 06.00 hrs.) for resurfacing works.

Bus diversions – along the A415 during the North Street closure, and Howard Cornish Road, Sheepstead Road, Faringdon Road, A338 during the night time closure of the A415.

2019/216

Accounts

Council noted the list of cheques numbered 3210 to 3228 and authorised payments in the sum of £10348.78 in respect of administration costs, surveyor's costs inspection of construction of new hall, grass cutting, play equipment checks, footway design and water rates.

2019/217

Matters raised by members for information

Harding Way – Public Open Space

Mr. Steere mentioned that he had been approached by a resident from Harding Way who had expressed comments regarding children playing football on the public open space. It was suggested that Mr. Steere

should ask the resident write into to the Council with his comments, concerns and any queries that he may have.

Baptist Church – Use of Hall

It was understood that the Lease arrangement between the Baptist Union and All Saints Church would come to an end before the new hall was opened. It was suggested that the Parish Council may wish to consider the benefits of keeping the Baptist hall available until the time the new hall was available. A request was made that perhaps it could be an agenda item for discussion at the next meeting.

2019/218 Items for Marcham and District News
The Clerk would prepare an article for MAD News.

2019/219 Date of Next Meeting
The next meeting of the Council would be held on Wednesday 9th October, 2019 in the residents’ lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.42 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 9th October, 2019 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Malcolm Denton, Caroline Garvey, Sandra Hill, Michael Hoath, Ruth Mander, James Plumb, Tanya Rosenfeld, David Walton (Chairman)
Clerk: Mrs. L. Martin
1 member of the public – Kieran O’Leary
Joined by Peter Steere at 8.00 p.m.

- 2019/220 Apologies for Absence
Apologies for absence had been received from Cllrs. Catherine Webber (District councillor) and Richard Webber (County Councillor) who were attending a meeting of the Vale of White Horse District Council.
- 2019/221 Declarations of Interest
David Walton declared an interest in the agenda item relating to allotments in that his wife was an allotment holder.
- 2019/222 Vacancies on the Parish Council
An applicant for the vacancy, Kieran O’Leary, who was sat in the public gallery, was asked questions.
- The Chairman called for a show of hands for those in favour of co-opting Kieran O’Leary to serve on Marcham Parish Council.
- | In favour | Against | Abstention |
|-----------|---------|------------|
| 8 | 0 | 0 |
- 2019/223 Declaration of Acceptance of Office
Kieran O’Leary signed his Declaration of Acceptance of Office.
- 2019/224 Minutes of the meetings held on 11th September, 2019
The minutes were amended and signed as a correct record of the meeting.
- 2019/225 Matters Arising from the minutes
A415 resurfacing
A member of the public at the last meeting, had raised a query in regards to whether resurfacing was the whole road, or patching. The Clerk had established that the full width of the road would be resurfaced. A query was made at the meeting in regards to drainage, and to ensure that it was correct. It was noted that the culvert under the A415 west of the Church Street junction had problems and the roadway suffered from ponding of water, which was low to drain away.
- 2019/226 Public Participation
There were no other members of the public present.

- 2019/227 Planning Applications
- a) Decisions on previous applications
- No decisions had been received.
- b) Applications dealt with prior to the meeting
- No applications had been received
- c) Applications for consideration at the meeting
- No applications had been received
- 2019/228 District Councillor's Report – Cllr. Mrs. C. Webber
- No report was available.
- 2019/229 Council Councillor's Report – Cllr. R. Webber
- No report was available.
- 2019/230 Community Facilities
- Council received an update on the community facilities. The minutes of the meeting of MCG from September had not been received. Information as to the funding raised by the Great Marcham Weekend was awaited, however Marcham Village shop had granted £10,000 towards the costs of fixtures and fittings in the new hall. It was understood that these would cost in the region of £60,000, of which £35,000 were essential items. It was suggested that the Parish Council should back an appeal for households to contribute £10 each. This was thought difficult as the Council raised funds via the council tax, and these figures could take this into account. MCG were raising funds by grant applications to the Lottery, Gannet Foundation, and Vale of White Horse District Council new homes bonus.
- 2019/231 Peter Steere joined the meeting.
- 2019/232 Community Facilities contd.
- Discussion took place on the benefits of flood lighting for the multi-use games area, and also on the Parish Council itself undertaking the procurement for the construction of the multi-use area, and/or its lighting as there would be vat savings. Council discussed funding the planning application to see if lighting could be added to the multi-use games area. Charles Lawrence undertaking the construction of the multi-use games area could prepare the application, plans and reports at a cost of £400. He would deduct this from the cost of installation of the lighting should this proceed.
- The Chairman called for a show of hands for those in favour of Charles Lawrence acting as agents for the Parish Council in the submission of a planning application for lighting at the Multi-use games area, and the

Parish Council funding his costs of £400, plus the planning application fee. Charles Lawrence's costs to be discounted off the cost of the lighting should the project proceed.

In favour	Against	Abstention
10	0	0

RESOLVED:

that Charles Lawrence be instructed to prepare and lodge a planning application in respect of lighting at the multi-use games area at a cost of £400

Council received a report from the s. 106 working party who had considered the draft Transfer and Lease documents. Discussion took place on the ownership of the pumping station land, and the strip of land to access it. It was generally agreed that the Council own these if they were not included in the 99 Lease of the field.

RESOLVED:

that enquiries be made as to the ownership of and management and access to the pumping station

2019/233

Interest in agenda item

Being a member of the Parochial Church Council, which was currently a tenant of the Baptist Union in regards to the Baptist Church Hall, Malcolm Denton withdrew from the decision of the following item.

2019/234

Baptist Church Hall

Council noted that the Lease between the Baptist Union and All Saints Church for the Baptist Church Hall building, came to an end in November, and the new hall would not be ready until Spring 2020. It was noted that the Fitness and Tai Chi clubs, café and some others organisations were still meeting there. The hall, previously used for election purposes, may be required again in the near future for an election. It was understood that the Baptist Union had indicated that the hall may continue to be used for storage purposes.

Council discussed the possibility of assisting financially to enable the Baptist Church Hall to continue to remain open until the new hall became operational.

It was proposed that a sum of £900 be set aside to assist with the funding of keeping the Baptist Church hall open, including its insurance, as a meeting place for local organisations. The Parochial Church Council would continue with the booking diary as at present

The Chairman called for a show of hands of those in support of setting aside up to £900 to assist with the financing of the Baptist Church hall for up to 5 months (Dec-April). Some of which sum to go towards insurance provision.

In favour
7

Against
1

Abstention
2

RESOLVED

- (i) that a sum of £900 be set aside to assist the Parochial Church Council with keeping the Baptist Church hall open for use as a temporary village hall for a period of up to 5 months until the end of April 2020.
- (ii) that some of this sum be used for insurance of the building.
- (iii) that the Parochial Church Council be asked to clarify the elements that required funding assistance from the Parish Council

2019/235

Parish s. 106 Funding

David Walton gave a report on a meeting that the Council's s. 106 working party had had with 3 officers (arts officer, Leisure Officer, and s. 106 implementation officer) from the Vale of White Horse District Council. General discussions had taken place regarding available funding, what constituted art, a bespoke, commissioned original work. Indoor sport too had been discussed, and suggestions put forward. One idea from the meeting was to invite from parishioners, suggestions on how s. 106 funding could be creatively used, and then open up ideas to artists for further exploration.

2019/236

Neighbourhood Plan

Notes from a meeting hosted by the Vale of White Horse District Council in 2015 regarding Neighbourhood Planning had been circulated for the benefit of new members. General discussion followed and it was noted that completed Plans were on the website of the Vale of White Horse District Council. The merits or otherwise of undertaking a Neighbourhood Plan and consideration of what it might achieve for Marcham needed detailed consideration.

It was RESOLVED:

- (i) that Kieran O'Leary, Michael Hoath, James Plumb and Peter Steere form a working party to consider the benefits of undertaking a Neighbourhood Plan and what it might achieve for Marcham.
- (ii) that the working party report back to the Council within a 2 month timeframe.

2019/237

Play Area

Council noted advice from MRH Services who undertook the quarterly inspections of the play equipment and area. MRH Services had been monitoring the base on the spring rocker item for a couple of years, and it had not become worse. He recommended to continue to monitor it. Members, however, preferred to replace the base, and noted that this

work could be carried out within a budget of £150 provided the item could be removed without causing other problems.

RESOLVED:

- (i) that the base on the spring rocker be replaced
- (ii) that a sum of £150 be set aside for the purpose

2019/238

Allotments

Council considered a request to site a greenhouse on an allotment at Cow Lane. Members assessed the difficulties previously experienced with glass panes, and glass being broken and left behind.

Council considered a request from a Parkside allotment tenant who lived adjacent to an allotment plot to create an accessway from her personal garden straight into the plot

RESOLVED:

- (i) that consent be granted to site a small greenhouse on an allotment plot provided toughened glass, or glass reinforced plastic be used.
- (ii) that permission be granted to access the Parkside allotments from the tenant's house provided, that no legal right of access was created. All breaches in the boundary enclosure to be rebuilt when the tenancy of the allotment plot ceased.

2019/239

Christmas Lights / Tree

Council considered the possibility of Christmas Lights or Christmas tree in the parish. This could be sited on the village green.

Alternatively lights could be placed on an existing tree on the village green. Questions arose as to how best to illuminate a tree. Ruth Mander offered to speak to a local electrician.

Members requested that costings be brought back to the next meeting.

2019/240

Remembrance Sunday - 10th November, 2019

Council noted that an application for the Road Closure Order had been lodged with the Vale of White Horse District Council. Malcolm Denton had requested the Police to be in attendance. The Church would site the road closed signs. Clearing works to the war memorial were planned, as was a new path, but these works would not be complete by Remembrance Sunday. The Clerk was dealing with the War Memorial Trust in regards to the grant claim for conservation work.

2019/241

Connecting Oxford

Council considered correspondence from Cllr. Yvonne Constance, Cabinet Member for Environment at Oxfordshire County Council, inviting comments on suggestions for improved transport connections into and around Oxford.

Individual comments were put forward. Members could submit their own comments if they wished.

RESOLVED:

that this Council had no comments to make.

2019/242

Correspondence

a) Vale of White Horse District Council - Code of Conduct Training

The District Council was running a course on the Code of Conduct in November, and has initially invited the Chairman and Clerk. Further places may be available once numbers of those who are attending have been assessed.

b) Strutt Parker – Information on sign board for Mactgart Mickel site off Sheepstead Rd

c) Citizens Advice Bureau – AGM and 80th Anniversary Celebrations Tuesday 15th October 6.00 p.m in the Guildhall, Abingdon.

d) Bridleway 17 – Ock Bridge at end of Mill Road

Correspondence from the County Council to confirm that it has agreed with the landowner's representatives, that emergency repairs before the Winter to stabilise the bridge would take place, with a view to undertaking the full repair and reconstruction of the structure next Summer.

e) Oxfordshire Plan 2050

To note a revised timetable for the Plan has been received. In November/December 2019, there will be engagement on key technical challenges.

f) Healthwatch Oxfordshire – Newsletter

g) Oxfordshire County Council – Community Safety Service

Notification that the service is sending out "Footsteps" guide regarding child pedestrian safety to key organisations.

h) Police and Crime Commissioner – Bulletin September 2019

i) Correspondence received from residents in regards to footpath links from the Kings Field II to Kings Field I development, and also Willow Farm development to Monks Walk development. Council noted the correspondence.

2019/243

Accounts

Council noted the list of cheques numbered 3229 to 3242 and authorised payments in the sum of £8145.76 in respect of administration costs, surveyor's costs inspection of construction of new hall, grass cutting, play equipment checks, and weed spraying.

Council noted the external audit report from the external auditor Moore Stephens for the year 2018/19. They drew Council's attention to the merging of the Joint Burial Committee and Council's accounts, and therefore the reasons for the No responses in the governance statement, and an error in the adding up of the comparative restated figures. The external auditors did confirm that in their opinion the information contained within sections 1 and 2 of the annual governance and accountability return accounts was in accordance with proper practices and no matters came to their attention which gave cause for concern.

Council noted grant funds and funds within s137 Local Government Act 1972 which were available for the 2019/20 year

RESOLVED:

- (i) that the sum of £120 be awarded to the Royal British Legion Poppy Appeal by way of donation for 2019/2020.
- (ii) that the external auditor's report be noted, and the error in the comparative restated figures be investigated.

2019/244 Matters raised by members for information

Vale of White Horse District Council – Chairman's Awards

Ruth Mander showed a trophy plaque which had been awarded to the minibus drivers who took the elderly from the village to the town centre. A photograph of them with the plaque would be arranged to go into Marcham and District News.

2019/245 Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2019/246 Date of Next Meeting

The next meeting of the Council would be held on Wednesday 13th November, 2019 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.27 p.m.

Signed Date

P/19/V2137 and P19/V2049/LB Conversion of existing listed barn to new 3 bed detached dwelling (amended plan to include an electrical charging point within the garage)
12 Frilford Road
Permitted 29th October, 2019

b) Applications dealt with prior to the meeting

No applications had been received

2019/253 Cllrs. R and C Webber joined the meeting.
Mr. David Walton, Chairman, having declared an interest, withdrew and sat in the public gallery for the following item. Miss Ruth Mander, Vice- Chairman, took the chair for the following item.

2019/254 c) Planning Applications for consideration at the meeting

P19/V248/FUL Demolition of existing garage, replacement new parking, amenity space and associated dwelling
Land off The Farthings
Members discussed the application. There were some inaccuracies in the application and the reference to the building of a new house was not well mentioned, no detailed references to materials had been given. There was loss of garage parking for no. 13, replaced by hardcore in the front garden, although spaces had not been shown on the drawings, and only two spaces allocated for the proposed new 4 bed dwelling. The house was not in keeping with others in the street, there was no bay window. Members generally were opposed to the application.

The Chairman asked for a show of hands for those who did not support the application

In favour of not supporting	Against	Abstention
7	0	0

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

In favour of objecting	Against	Abstention
6	0	1

RESOLVED:

that this Council objects to the application as the proposal was not in keeping with the street scene, impacted on neighbouring amenity and insufficient parking had been provided.

2019/255 Mr. Walton rejoined the meeting as chairman.

2019/256 District Councillor's Report – Cllr. Mrs. C. Webber

General Election 12th December, 2019

The polling station for this election would be Denman College.

Local Plan examination – Oxford City – 3rd December

The examination into Oxford City's Local Plan would commence on 3rd December. The Plan had been based on their SHMAA (Strategic Housing Market Assessment) figures. Newer figures were lower than these. If the examination found against the figures, it would mean that too many houses had been built, as the Vale of White Horse District Council had catered for un provided housing within the City. Any future Local Plan would be adjusted accordingly.

Neighbourhood Plans

There were 9 neighbourhood plans in the Vale of White Horse District which had been completed. Should Marcham consider undertaking a Neighbourhood Plan, then Shippon parish would be willing to assist.

2019/257 Council Councillor's Report – Cllr. R. Webber

A415 Marcham to A34 interchange

Consultation was taking place by the County Council on the proposal to reduce the speed limit between Marcham village and the A34 interchange. It was thought that the Police may have concerns as the speed limit may be difficult to enforce.

Members Priority Funds

Marcham's share of the County Council members' priority funds had been set aside for the speed reduction on the A34, enhanced lighting around the belisha on the zebra crossing. And re-painting white lining on Packhorse Lane. Any balance, left over from the funds, after other parishes had had their share, would be spent on trees to be given to the parishes within Cllr. Webber's division.

Oxfordshire County Council - Expressway

A motion by Oxfordshire County Council against the Expressway had gone to Central Government and the Highway Agency. A question was put to Cllr. Webber, if the County Council was open to the idea of an M34. Cllr. Webber believed this to be the case.

Hustings

Cllr. Webber referred to hustings being organised on 2nd December in Sutton Courtenay village hall at 7.30 p.m., where candidates standing in the General Election 12th December would speak and answer questions.

Question put to Cllr. Webber

Resurfacing of A415 around the bends - Resurfacing which had been advised would be full width, whilst going across the width of the road, had been carried out in sections with strips in the worst areas having several metres gap in between. Cllr. Webber advised that the County

Council was not wealthy and prioritised social services and other needy areas. It would not carry out road work unnecessarily.

A query was raised as to where the County Council's share of s. 106 funding from the new developments was being used. Cllr. Webber would check this.

2019/258

Community Facilities

Council received an update report on the facilities, and the minutes of a meeting of the Trustees of Marcham Community Group, held on 10th October, 2019. The committees had set up working parties considering different aspects of hall management that were required. Mr. James Plumb would attend the hall meetings as the Council's representative. Council noted the October report undertaken in early November by the surveyor. This appeared positive, and one outstanding issue was the supplier information for the utilities.

The Chairman summarised the history of the project to create a new village hall, and the proposal by the land owner, Anson Trust, to initially Lease the site to Marcham Community Group, and then to Transfer the title of the hall, car park and multi-use games area to the Parish Council, and then grant the Council a Lease on the remainder of the field.

The Transfer was in what was expected to be the final draft form, and this had been circulated to members. The Chairman called for a show of hands of those in favour of signing the Transfer provided there were no significant changes advised by the Council's solicitor.

In favour
6

Against
0

Abstention
1

RESOLVED:

that the Transfer be signed by the Chairman and Vice-Chairman when appropriate.

Council considered the payment of the grant to the Anson Trust, and noted that a meeting with the Trust was being arranged to discuss this. It was proposed that the Clerk in consultation with the s. 106 working party negotiate with the Anson Trust, the schedule of payments in regards to the Council's grant.

Council discussed funds available for the grant to the Anson Trust in respect of the new community facilities. The Council's funds were on a 90 notice account with the Cambridge Building Society

RESOLVED:

- (i) that authority be given to the Clerk in consultation with the s. 106 working party to negotiate the grant payment schedule with the Anson Trust
- (ii) that Notice be given to Cambridge Building Society to withdraw all funds

from the Council's saver account. The minimum sum required to keep the account open remain.

2019/259 Oxfordshire County Council – Consultation on reduction of 60mph to 50 mph speed limit Marcham village to A34 interchange

Council noted that Oxfordshire County Council was undertaking consultation on a proposed speed reduction from 60 mph to 50 mph on the A415. This had originally been requested by the Parish Council. Owing to the Parish Council elections in May 2019 and subsequent co-options, membership had changed.

The Chairman called for a show of hands for those in favour of the Clerk submitting a response to the County Council, on behalf of the Parish Council, in support of the reduction in speed limit.

In favour	Against	Abstention
7	0	1

RESOLVED:

that this Council submits a response to Oxfordshire County Council in support of the proposed speed limit reduction from 60 mph to 50 mph on the section of the A415 between Marcham village and the A34.

2019/260 Grant Applications

Council considered grant applications from Little Angels Nursery, Be Free Carers, Marcham Cricket Club, South and Vale Citizens Advice Bureau, Marcham Parochial Church Council, and Marcham Community Group. Council noted that there was insufficient in the grant budget to cover all applications, and that owing to the fact that there was no election in May 2019, there was £3400 spare. Following general discussion, decisions as to grants awarded were reached by consensus, however the Chairman called for a show of hands in relation to the grant application from the Marcham Parochial Church and proposed that £200 be awarded for the pantomime costs and £250 for welcome packs for newcomers to the parish.

In favour	Against	Abstention
6	2	0

RESOLVED:

- (i) that up to £3400 be vired from administration budget to cover grants awarded as required.
- (ii) that the following grants be awarded under s.137 Local Government Act 1972 where there is benefit to some or all of the community

Be Free - running costs	£ 150
Marcham Cricket Club – running costs/pitch hire	£ 500
Marcham Parochial Church Council – Children’s Friday Club pantomime costs and welcome packs for new residents in the parish	£450
Royal British Legion Poppy Appeal	£120

- (ii) that under s. 142 Local Government Act 1972 a grant of £1000 be awarded to the South and Vale Citizens Advice Bureau towards running costs
- (iii) that under s. 19 Local Government Act (Miscellaneous Provisions Act) 1976 a grant in the sum of £1800 be awarded to Marcham Community Group towards grass cutting weed treatment and hedge cutting costs in this Anson recreation field for the 2020 season.

(iv) Council was supportive of the idea of an intergenerational group of senior citizens mixing with children, but that no grant currently be awarded to the Little Angels’ Slippers and Nippers group, as the application was at too early a stage, as the group had not been set up. Council may help with hall hire costs if the group became established.

2019/261

Junction of Morland Road/Howard Cornish Road – parking and other issues

Council considered correspondence from a resident regarding parking problems, vehicles on footways, excessive numbers of vehicles and anti-social actions of residents with car alarms, noisy exhausts in the vicinity of the junction of Howard Cornish Road and Morland Road. It was noted that the resident had already reported the matter to the County Council and Police. In addition no. 1 Morland Road appeared to have undertaken building works without planning consent. Council was sympathetic, and was aware that building works in the Anson field, as well as at Marcham Primary School were taking place, and it was hoped that problems would subside when building works were complete.

RESOLVED:

- (i) that this Council keeps track of various developments
- (ii) that the PCSO be advised of the issues, and his assistance be requested.
- (iii) that a possible breach of planning requirements in regards to 1 Morland Road be reported to the Vale of White Horse District Council

2019/262

Footpath Howard Cornish Road to Harding Way – Request for Lighting

Council considered a request for lighting along the path. Comments were made regarding the lack of electricity, possible solar lighting and

protection of trees, and root spread.

RESOLVED:

that investigations as to how lighting could be installed, and possible costings be carried out

2019/263 Vale of White Horse District council – Homeless and Rough Sleeping Strategy 2020-2025

Council noted and considered the Strategy.

RESOLVED:

that this Council had no comment to make.

2019/264 Neighbourhood Plan

Mr. Michael Hoath gave a report from the working party. Initial consideration had been carried out as to the benefits of a Plan. The next stages would be to identify tasks, resources, costs, and produce an outline plan of requirements. The matter if progressed, would need consideration as part of the budget setting process.

RESOLVED:

that the report be noted and that the working party progress investigations to the next stage, and produce a report for the budget meeting.

2019/265 Christmas Lights / Tree

Miss Mander reported that ADM Trees had offered a free Christmas tree for planting on the village green. If accepted this could be planted approximately 3m back from the road edge.

The Chairman called for a show of hands for those in favour of accepting a Christmas tree for planting on the village green.

In favour	Against	Abstention
4	4	0

As voting was equal the Chairman used his casting vote and voted against accepting a Christmas tree

RESOLVED:

that this Council not accept a Christmas tree

Council then considered possible lighting for an existing tree on the village green. Power supply could come from a neighbouring property, but to ensure public safety, it would be at a high level. Costs for lighting, electrician and reimbursement of electricity costs could be in the region of £300 - £500.

The Chairman called for a show of hands for those in favour of spending up to £500 on providing lighting for an existing tree on the village green.

In favour	Against	Abstention
2	4	2

RESOLVED:

that this Council not purchase lighting and the services of an electrician in order to decorate an existing tree on the village green.

2019/266

Correspondence

- (a) Police and Crime Bulletin for October
- (b) Vale of White Horse DC – New climate Emergency Advisory Committee first meeting 15th October.
- (c) Oxfordshire Playing Fields Association – Andrew Parsons was appointed the new adviser
- (d) Community First Oxfordshire Autumn Newsletter
- (e) OALC – Circular October
- (f) Vale of White Horse District Council – Adoption of Local Plan 15th October, 2019
- (g) Vale of White Horse District Council – Christmas Tree collection – garden waste recycling.
Council considered a central point in the village where residents without brown garden waste recycling bins could take their Christmas trees for recycling.

RESOLVED:

that the site of the District Council's former recycling bin area in Howard Cornish Road be suggested as a site for placing real Christmas trees for recycling.

- (h) Oxfordshire County Council - The Gap footway, junction with North Street –
Oxfordshire County Council had confirmed that this was to be inspected with its contractor, and a report would follow

2019/267

The duration of the meeting had been 2 hours and Council resolved to suspend standing order no.3x in order to allow business to be continued

2019/268

Accounts

Council noted the list of cheques numbered 3243 to 3250 and authorised payments in the sum of £4601.13 in respect of administration costs, surveyor's costs inspection of construction of new hall, grass cutting, allotment water costs and play area checks

Council noted bank reconciliations as at 30th June and 30th September. Mr. Hoath, a member of the internal audit review working party, had the bank statements, and accounts and was checking these figures. Council noted budget monitoring information. Council was well within budget in regards to income and expenditure as at 30th September, 2019

RESOLVED:

- (i) that bank reconciliations as at 30th June and 30th September, be noted
- (ii) that budget monitoring as at 30th September be noted

2019/269 Matters raised by members for information

Estate Agents signs on highways

It was reported that there were various estate agents signs erected on the highways in locations not where properties were for sale, but often at end of cul de sacs. A request was made that this item appear for discussion on the December agenda.

Junction of North Street / A415

Vision out of North Street joining the A415 was poor owing to grasses planted in the front garden of a property in Higgins Row. A request was made for this item to appear for discussion on the December agenda.

North Street – pavement uneven and damaged

It was reported that the pavement in North Street was patchy and uneven. It was noted that Southern Gas Networks had undertaken gas works in the area and would be under an obligation to undertake repairs. Mrs. Rosenfeld in the first instance would take photographs of the problem areas. These could then be considered and a letter perhaps written in due course to the County Council highways section.

Harding Way maintenance

It was reported that residents in Harding Way were having discussions with Hazelvine the property management company maintaining the common areas in Harding Way as they had been charging residents for maintenance of areas which had been transferred by the developer to the Parish Council.

Ford Lane and path

It was stated that Ford Lane and the path from it used to be cobbles many years ago, and was the route for funerals from Frilford to the cemetery. The path area was now quite narrow, and it was suggested that this could perhaps be cleared to reveal the old cobbles. Discussion took place as to the location of the parish boundary and whether this related to Frilford parish, and also to the fact that any works would require consent from the County Council as highway authority and the landowner.

Discussion turned to paths and maintenance, and it was suggested that the Council could apply for the s. 106 funding for the maintenance of the paths and community areas within the Harding Way development.

2019/270

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2019/271

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 11th December, 2019 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 a meeting of Marcham Parish Council held on Wednesday 11th December, 2019 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Malcolm Denton, Caroline Garvey, Sandra Hill, Michael Hoath,
Ruth Mander, Tanya Rosenfeld, Peter Steere, David Walton (Chairman)
Clerk: Mrs. L. Martin
Joined by Kieran O'Leary at 7.40 p.m.

- 2019/272 Apologies for Absence
Apologies for absence had been received from Mr. James Plumb, and
Cllr. R. Webber (County Councillor) and Cllr. Mrs. C. Webber
(District Councillor).
- 2019/273 Declarations of Interest
There were no declarations of interest.
- 2019/274 Minutes of the meetings held on 13th November, 2019
The draft minutes were amended and signed as a correct record of the
meeting.
- 2019/275 Matters Arising from the minutes
Christmas Tree Collection
Council noted that the District Council had arranged a collection of
Christmas trees for recycling provided residents placed them at the
former bottle bank site, Howard Cornish Road, opposite Duffield Place,
by 8th January, 2020
- Thanks for grants awarded
Thanks for grants awarded had been received from Marcham Cricket
Club, Be Free Young Carers, Marcham Parochial Church Council, and
South and Vale Citizens Advice Bureau.
- 2019/276 Public Participation
There were no members of the public present.
- 2019/277 Planning Applications
- a) Decisions on previous applications
- P19/V2978/LB Installation of 2 external and 2 internal
 CCTV cameras
 All Saints Church, Church Street
 Withdrawn 21st November, 2019
- b) Applications dealt with prior to the meeting
- P19/V2978/LB Installation of 2 external and 2 internal
 CCTV cameras
 All Saints Church, Church Street
 Comments: Council had no objections

c) Planning Applications for consideration at the meeting

Kieron O’Leary joined the meeting during debate of this application

P19/V3109/FUL Conversion of garage, workshop and store into dwelling with retained workshop space and associated landscaping

Pear tree Cottage, 7 Packhorse Lane

Members discussed this application, and noted that infilling was permitted under District Council policies. Discussion took place on safety emerging onto the A415, the need for a mirror opposite the gateway, no proper footpath access for pedestrians entering or leaving the site, and sought the views of the County Council in regards to the highway issues. It was unclear whether this would become a separate independent dwelling or even two further dwellings should the workshop aspect be converted to residential.

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

In support	Not in support	Abstention
8	0	1

RESOLVED:

that this Council supports the application in that it was not out of scale and was appropriate for the area but that concerns be expressed regarding the dangerous exit onto the A415 for vehicles, the need for a mirror opposite the gateway, a new dwelling being created within an Air Quality Management Area where exceedances had been identified, there being no proper footway for pedestrians, and that the site could be used for one or two independent dwellings.

P19/V3128/FUL New 4 bed house and parking

Land rear of 8a The Gap

Members commented that the ground was higher than that of the Institute and the property would therefore overlook the new housing at that site. Only 2 parking spaces were shown, which appeared insufficient for a 4 bed dwelling, access onto The Gap may be difficult owing to a considerable amount of on street parking, and sight line problems. It appeared that 8a itself may be demolished and rebuilt, as an outline for that property appeared elsewhere on the drawings. Ground drainage too might be an issue. There were no electricity charging points.

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

Objected	Not Objected	Abstained
2	6	0

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

Supported	Not Supported	Abstained
0	8	0

RESOLVED:

that this Council expresses great concerns and raises the following points with the Vale of White Horse District Council

- surface water drainage should be provided to ensure no water run off onto adjacent land
- no clear sight lines when exiting The Gap, and with numerous parked cars and narrow road, an adequate safe access should be provided.
- Should consent be granted, then a construction management plan to include traffic management should be provided.
- Potential for overlooking of nearby properties at The Institute
- The design is not in keeping with the majority of properties within Marcham.
- Electric charging point should be provided.

2019/278 District Councillor’s Report – Cllr. Mrs. C. Webber and County Councillor’s Report – Cllr. R. Webber
In the absence of Cllrs. R and Mrs. Webber no report was available.

2019/279 Community Facilities
The Chairman gave a report on a meeting between representatives of the Parish Council, the Anson Trust and Thomas Homes where discussion took place on the payment schedule of the grant funding. Council noted that the planning application for the MUGA lighting had been lodged, and was being processed by the Vale of White Horse District Council. Discussion took place as to the appointment of a surveyor to supervise and monitor the construction of the multi-use games area. Two quotations had been received and a third was awaited. Council considered the execution of the Agreement for s. 106 funding between the Vale of White Horse District Council and the Parish Council.
Council also considered a report from the play area working party on the proposed location for a youth shelter in the Anson field. Members were reminded that the existing youth shelter needed to be moved to allow for the sports pitches to be located. The preferred location was between the junior and senior football pitches at the southern edge of the field. Council also considered s. 106 art funding, and whether this could be used to acquire a new bespoke youth shelter.

The Chairman called for a show of hands for those in support of the recommended payment schedule.

In favour	Against	Abstention
7	0	1

The Chairman called for a show of hands for those in support of delegating to the Clerk in consultation with members of the s. 106 working party the selection of a surveyor to monitor the construction of the Multi use games area with a preference for accepting the cheapest quotation.

In favour	Against	Abstention
9	0	0

The Chairman called for a show of hands for those in support of the Chairman and Vice Chairman or other two members if not available signing the Agreement between the Vale of White Horse District Council and the Parish Council for the draw down of s. 106 funds for the new community facilities.

In favour	Against	Abstention
9	0	0

The Chairman called for a show of hands for those in support of the siting either a new youth shelter or re siting the existing one on the on the southern side of the Anson field, between the main football pitch and the junior football pitch in the vicinity of the semi-circle marked on OS plans, and close to the Baptist Church.

In favour	Against	Abstention
9	0	0

The Chairman called for a show of hands for those in support of investigating the possibility of using some of the s. 106 art funding for a bespoke youth shelter, and that the matter be taken forward to see what could be achieved be undertaken before the existing youth shelter be removed.

In favour	Against	Abstention
9	0	0

RESOLVED:

- a) as to the payment of grant funding to The Anson Trust
 - (i) that the payments be split into 4 sections. Firstly, a sum of £380,000 be paid in relation to the hall and car park, once practical completion and snagging was complete, and a notice of satisfactory completion issued by the surveyor Realest. A 12 month defect period be provided by Thomas Homes,

and all warranties and guarantees to be passed to the Parish Council.

Secondly, a sum of £80,000 to be paid in relation to the multi-use games and tennis area once constructed and practical completion had taken place, the construction and snagging to be certified as satisfactory by an independent surveyor.

Thirdly a sum of £40,000 to be paid in 2 stages: a sum of £20,000 to be paid upon receipt of an agronomist's report confirming the relocation of pitches, and the satisfactory soil conditions, and levelling and seeding of them. The remaining sum of £20,000 to be paid, once grass growth had taken place, any necessary remedial works carried out, and the agronomist has confirmed that to his satisfaction the pitches were ready for use.

- b) that the matter of selecting a surveyor for the purposes of monitoring the construction of the multi-use games area be delegated to the clerk in consultation with the s. 106 working party members, with the cost of this service to be borne in mind
- c) that the Chairman and Vice Chairman, or if unavailable, any other two members of the Council execute the Agreement between the Vale of White Horse District Council and Marcham Parish Council for the draw down of s. 106 monies for the community facilities.
- d) that this Council's preferred new location for a youth shelter was on the southern side of the Anson field, between the main football pitch and the junior football pitch in the vicinity of the semi-circle marked on OS plans, and close to the Baptist Church.
- e) that the question of investigating the possibility of using some of the s. 106 art funding for a bespoke youth shelter, be delegated to the Clerk in consultation with the play area working party.

2019/280

HR – Training

Council noted that training in Human Resources and the Council's role as an employer would take place on 29th January, 2019

2019/281

Oxford Cambridge Expressway

Council received a report from Mr. Hoath who had attended a meeting of the North and West Parishes Expressway Group. Council noted correspondence from the “No Expressway Group” and from the Oxford Green Belt Network Group asking whether the Parish Council supported or opposed an expressway through the parish. Like many parishes Marcham expressed concern that the area would become the link between the M1 and M4 and was generally against the project and any version that brought the new road to Marcham and the A34.

RESOLVED:

- a) That in regards to the correspondence from the No Expressway Group, that they be advised that this Council was working with NAWPEG, and that when further information about the route was known, the Council would fully determine its position.
- b) That in regards to the correspondence from the Oxford Green Belt Network Group, that they be advised that this Council was working with NAWPEG and that when further information about the route was known, the Council would fully determine its position, but that it was against any version that brought the road to Marcham and the A34.

2019/282

Play Area Inspection

Council received the play area inspection report. This noted that the equipment was in satisfactory condition. A small cut and split was in a swing seat, but it was serviceable. The equipment continued to be monitored on a regular basis.

2019/283

Vale of White Horse District Council – s. 106 funding for outdoor tennis and rugby

Council considered a request from the Vale of White Horse District Council for the Parish Council’s approval to the draw down by Abingdon Rugby Club and White Horse Active Communities Team of s. 106 funds generated for rugby and tennis from Marcham developments.

RESOLVED:

that this Council has no objection to the Vale of White Horse Active Communities Team drawing down £3931.98 and Abingdon Rugby Club drawing down £7321.16 from the following s. 106 funding from Marcham housing developments:

Tennis funding:

P13/V0859 Agreement 13V77 £3931.38

Rugby funding:

P13/V0859 Agreement 13V77 £768.81

P13/V0575/O Agreement 13V88 £1827.07
P13/V2731/O Agreement 14V86 £2278.31
P15/V0612/FUL Agreement 16V26 £2529.97

2019/284 A415/North St – junction – Vision for motorists leaving North Street
Council considered comments that owing to pampas type grasses and foliage growing in the front gardens of Higgins Row properties at the junction of the A415 and North Street, that vision for motorists leaving the junction was being restricted.

RESOLVED:

- (i) that a letter be sent to Oxfordshire County Council to see if they could take action
- (ii) that a letter be sent to Stagecoach Bus Services to see if they had experienced difficulties and to check if they could support the Council's position.

Mrs. Tanya Rosenfeld commented on difficulties with vision for motorists leaving Abbots Grange and joining the A415. She would take photographs and would forward them to the Clerk.

2019/285 Estate Agents Sign Boards
Council noted comments received that estate agents for sale boards had been appearing around the village, in highway land, some distance from the properties for sale to which they related. The boards remained in situ for several months. The requirements for planning consent for advertisements had been checked, and it appeared that technically these signs needed permission, as they were not located at the site of the relevant property, nor related to new housing development sites.

RESOLVED:

- (i) that planning enforcement at the Vale of White Horse District Council be notified
- (ii) that the estate agents (Thomas Merrifield and Breckon and Breckon) be notified of the Council's concerns.

2019/286 Vale of White Horse District Council – Code of Conduct Training
The Chairman gave a report on the Code of Conduct training event that he, Ruth Mander and the Clerk had attended. The training had emphasised the necessity to keep the personal details registered at the Vale of White Horse District Council up to date. A new Code of Conduct was being drafted. The District Council would have its powers to impose sanctions for breaches of the Code restored.

2019/287 Local Electricity Bill
Council considered correspondence from Power for People which sought the Council's support for the supply of local electricity.

RESOLVED:

- (i) that the correspondence be noted
- (ii) that no action be taken by this Council

2019/288

Joint Burial Committee with Frilford parish

The Chairman gave a report on a meeting between himself, the Clerk and 2 representatives (Mr. S. Forrestal, Chairman Frilford Parish Meeting and Mr. M. MacLean, Chairman of the Joint Burial Committee). Discussion had taken place regarding the report from the internal auditor, and future operation of the Joint Committee. Frilford appeared keen to continue with the Joint Committee format. The usual Committee meeting in the Autumn had been postponed whilst Frilford undertook its own enquiries. Detailed terms of reference were being prepared for the continuation of the Joint Committee.

2019/289

Parish Council Meeting Night

Council discussed Council meeting arrangements once the new village hall was complete. The hall committee was trying to organise a booking schedule, and it had been suggested it would be helpful if those organisations which met monthly could meet on the same night of the week, but on different weeks to facilitate other bookings. A Monday evening had been suggested.

RESOLVED:

- (i) that the Council's preference was to hold its meetings on the second Wednesday in the month
- (ii) that meetings could be rescheduled to another night if necessary
- (iii) that the meetings be held sufficiently early in the month to allow time for an article to be written before the Marcham and District News deadline.

2019/290

Correspondence

- a) OALC – November update
- b) Oxfordshire County Council – Hitchcose Wood. Rights of way signage would be installed by the County Council before the end of the year.
- c) Police and Crime Commissioner – Bulletin November
- d) Vale of White Horse District Council – News
- e) Healthwatch Oxfordshire briefing

2019/291

Accounts

Council noted the list of cheques numbered 3251 to 3268 and authorised payments in the sum of £9568.48 in respect of administration costs, legal advice, grants awarded, surveyor's costs inspection of construction of new hall, grass cutting, allotment water costs and play area checks. Council considered a request from the grass cutting contractor to undertake one further cut of the village green this season, at the agreed contract rate.

Council received a report into the investigation into the difference of £40 in the addition on the annual return for the auditor for the 2018/19 year. This had been purely due to a transcription error, with the form being completed with £10733 instead of £10773 in the 2017/18 year. The total sums shown were not affected in any way.

RESOLVED:

- (i) that Slade Estate Ltd be authorised to undertake one further cut of the village green at a cost of £80
- (ii) that the report into the investigation into the figures shown on the annual return be noted and accepted.

2019/292 Matters raised by members for information

North Street – footway in poor state and condition

Tanya Rosenfeld has sent photos of the state of North Street footway, near the southern end to the Clerk. These would be forwarded to the County Council. It was suggested that Tanya Rosenfeld, as an individual, also report the footway to the County Council.

New Village Hall – surveyor’s report

A query was raised in regards to the surveyor’s report and reference to the Management Company for maintenance of common area including the “grounds”. It was unclear as to the definition of “grounds”. The Clerk would make enquiries of Realest.

Footpaths nos. 293/11 and 293/10 Adjacent to Baptist Church

It was reported that the public footpaths next to the Baptist Church were slippery, and were in use a great more deal since the Baptist Church and car park had been more in use during the construction of the new village hall. Suggestions were made as to stabilising the surface of the paths. These ranged from new gravel or hardcore, to liaising with Thomas Homes to relocate some of the scrapings from the pitch areas when clearing the Anson field. The Clerk would make enquiries as to what could be achieved.

New Councillor Training

Queries were raised regarding the training for new councillors, and the HR / employers duties and obligations training arranged for members. Council supported members undertaking training where possible. The Clerk would book places on appropriate OALC courses for members who wished to attend.

Planning Application – New dwelling at 13 The Farthings

Council noted thanks from residents in The Farthings for its letter submitted to the Vale of White Horse in regards to the planning application. The letter of objection had supported their own views.

2019/293 Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2019/294

Date of Next Meeting

The next meeting of the Council would be held on Wednesday 8th January, 2020 in the residents' lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.20 p.m.

Signed Date