

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 11th March, 2020 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Sandra Hill, Michael Hoath, Kieran O'Leary, Ruth Mander, James Plumb, Peter Steere, David Walton (Chairman)
Clerk: Mrs. L. Martin
1 member of the public
Joined by Councillors Richard Webber (County Councillor), and Catherine Webber (District Councillor) at 7.40 p.m.

- 2020/41 Apologies for Absence
Apologies for absence had been received from Malcolm Denton, Caroline Garvey, and Tanya Rosenfeld.
- 2020/42 Declarations of Interest
There were no declarations of interest.
- 2020/43 Minutes of the meetings held on 12th February, 2020
A typographical error was amended and the draft minutes were signed as a correct record of the meeting.
- Minutes of the Personnel Committee held on 29th May, 2019
Council received the minutes of the personnel committee held on 29th May, 2019. It was suggested and agreed that the draft minutes of these meetings be circulated to all members when drafted, and that they not wait until they were approved by the Personnel Committee itself.
- 2020/44 Matters Arising from the minutes
Annual Parish Meeting
This would be held on Thursday, 21 May, 2020 at 7.30 p.m. Marcham Primary School hall had been booked provisionally. Mr. Tom McCulloch from Community First Oxfordshire would talk on neighbourhood planning
- North Street – footway
Council noted, that despite the efforts of the clerk and Mr. Peter Steere, who had contacted two different officers from the County Council on six occasions since the last meeting by telephone and email, there was still no information from the County Council regarding the possibility of construction of a footway. Cllr Richard Webber would be asked to become involved and to contact Matthew Archer, Group Manager - Operations South at the County Council.
- 2020/45 Public Participation
The member of the public present expressed concern regarding the lack of action on cutting back of hedges overhanging paths, the lack of bus shelters, trees overhanging bus stops and general lack of street cleaning. He also indicated he did not know who his local councillors were as he did not use the Internet. He stated he had attended the meeting, to comment on the proposed development of 90 houses on the south side of the A 415.

The Chairman pointed out that a variety of topics had been raised, and the relevant organisation and/or person would need to be notified. The Parish Council itself was not at the stage of debating the new housing development as the planning application had not been logged.

2020/46 Cllrs Richard and Catherine Webber joined the meeting

2020/47 Planning Matters

a) Decisions on previous applications

P19/V3109/FUL new dwelling
7 Packhorse Lane
Withdrawn 21 February, 2020

P19/V/2478/ FUL Demolition of existing garage
replacement new parking, amenity space and associated
dwelling
Land off the Farthings (adj 13 the Farthings)
Refused 27th February, 2020

P20/V0003/HH Demolition of existing conservatory to be
replaced with single storey rear extension
6 The Farthings
Permitted 27 February, 2020

b) Applications dealt with prior to the meeting

None received

c) Planning Applications for consideration at the meeting

None received

2020/48 District Councillor's Report – Cllr. Mrs. Catherine. Webber

Drayton Recycling Centre - This would be closed 28th and 29th April for deep cleaning.

First Homes Consultation – This had a deadline for comments of 27th March, 2020

Civil Parking Enforcement - The power for issuing fixed penalty parking notices was going to be passed by the Police to the District Council.

Payroll and Accountancy – These functions were to be transferred back in house to the Vale of White Horse District Council with effect from the start of the next financial year.

The Willows Development A 415 -Planning Enforcement

Cllr Webber had attended a meeting with the District Council's enforcement officer and a representative from the site's management company. Discussion had taken place regarding the planning requirement for a path to link through to Monks Walk. The planning permission was for it to be located alongside the southern boundary of 8 Pointer Place. Discussion had taken place as to whether it could be relocated to the south side of the watercourse. This had been discounted owing to land ownership and other issues. The enforcement officer had indicated that there would be a 28 day warning to Pye Homes followed by planning enforcement action. The question had arisen as to who owned the ditch on the western side. There would be the need for a strong bridge over that, to link the site to Monks Walk.

Local walking and cycling infrastructure Plan

Cllr Catherine Webber had attended a meeting in Oxford. The LWCIP group was planning a project in Oxfordshire similar to the Greater Cambridge Greenways project. So it would engage with local communities to find out what residents wanted for cyclists, pedestrians and equestrians. The group had started in Oxford, Didcot and Bicester and would move to Abingdon. Work had started on mapping out existing path routes. Members were asked to submit any comments and ideas to Cllr Catherine Webber.

Neighbourhood Planning

Reference was made to the Oxfordshire neighbourhood plan association, should the Parish Council progress to undertaking a plan, and also to the Vale of White Horse District Council, and Wootton and St. Helen Without Neighbourhood Plan group, who may be able to assist.

Questions for Cllr Catherine Webber

Agreement between the Vale of White Horse District Council and Marcham Parish Council for s.106 funds

Unfortunately this agreement for funds towards village hall, MUGA and sports field. was still outstanding. Cllr Webber was asked to approach the relevant staff at the District Council to ensure that it was produced for signing immediately.

Path - Mactaggart Mickel Development to link to Howard Cornish Road path

Cllr Catherine Webber was reminded of the s.106 planning agreement obligation to provide a path from the south east corner of the Mactaggart Mickel development southwards. She was asked to ensure that the District Council did not vary the terms of the agreement.

2020/49

Councillor's Report – Cllr. Richard Webber

Oxford Cambridge Expressway

Cllr R. Webber reported that it was unlikely that the Expressway at the Oxford end would go ahead, but there was a good chance that it would, at the Cambridge end. However the Oxford Cambridge Arc would go ahead, and the question therefore arose as to the need for new housing.

South Oxfordshire Local Plan

Lively discussion had taken place at the County Council, over whether Oxfordshire County Council should take on South Oxfordshire District Councils Local Plan. Differences of opinion had arisen. The County had agreed to take over the plan if asked to do so by Government.

Questions for Cllr. Richard Webber

North Street – footway

Cllr. Webber was asked to pursue the matter of the North Street footway with the County Council. S. 106 funds were available towards the cost of construction. The intention had been for a developer to provide this, but as yet, local developers appeared unwilling to assist. The highways section at the County Council had been approached by both the clerk and Mr. Peter Steere on several occasions, but no reply had been received.

A415 – 50 mph limit

It was noted that the 50 mph limit signs had just been erected following the reduction in speed limit from 60 mph.

2020/50

A420 Traffic - Meeting 6th March with David Johnston MP

Mr. James Plumb gave a report on a meeting of parishes along the A 420 which he had attended. Discussion had focused on issues raised by HGVs, congestion, and traffic flow through villages particularly when diversions took place. David Johnston as a new MP did not have detailed handover documents but had a general overview of the problem. County Councillor Yvonne Constance, cabinet member for environment, at Oxfordshire County Council had produced a briefing note for the local transport plan consultation. David Johnson was considering an adjournment debate or a Westminster debate regarding the issue and would write a letter to the local paper Oxford Mail. In regards to the diversion route, the Police Crime Commissioner was notified when accidents took place, he would be asked to try to ensure that traffic was not diverted to the detriment of rural areas. There appeared to be a shared objective between the parishes regarding traffic.

2020/51

Cllrs. R and C Webber left the meeting.

2020/52

Play Area

Council received the quarterly report from the inspector. This showed the equipment to be in satisfactory condition. Some items on the youth shelter had been identified. It was reported that owing to the creation of new pitches, Heras fencing had been erected around the pitch area and play area and there was no current access to the play area at the moment. The clerk would ask the developer to notify the Council when the Heras fencing was removed, so that they equipment can be checked.

The clerk would advise the contractor who emptied the litter bins that there was no current access to the play area. It was reported that the youth shelter had been removed.

The land was held by the Council under Licence from the Anson Trust. The clerk stated that no formal Notice to terminate the Licence had been served on the Council.

2020/53

Correspondence from residents

a) A415 – traffic calming measures part of proposed Catesby development south of the A415 on entry to the village

Letter from resident expressing concern regarding traffic on the A 415 and suggesting that traffic calming measures, should the Catesby development go ahead, be provided. Council suggested that the resident be asked to put any proposals or ideas he had for traffic calming in writing. He also could attend a meeting when the application was being debated. Members commented on the numbers of new houses already constructed on the south side, and the increase in pedestrians crossing the A4145 for access to the village. Council considered whether speed checks could be undertaken by the Police.

RESOLVED:

that the PCSO Richard Osborn be asked to advise on the possibility of the Police undertaking speed checks.

b) Harding Way – Path linking south east corner of Mactaggart Mickel development to the public open area and existing path to Howard Cornish Road.

Council had been copied into further correspondence from a resident in Harding Way to the agent for Mactaggart Mickel who acted at the time of the planning application for the development.

RESOLVED:

- (i) that the copy correspondence be noted
- (ii) that the queries raised be left to the agent, Strutt Parker, to manage.

c) The Gap – North Street junction

Council considered correspondence from a resident advising that she had contacted the County Council regarding safety for pedestrians leaving The Gap at the junction with North Street. One suggestion that that Council had put forward, was for double yellow lines to restrict parking and to improve vision. The County Council had indicated the Parish Council would be responsible for funding and providing them. Council discussed any advantages and disadvantages including setting a precedent for other parts of the village.

The Chairman called for a show of hands for those in favour of progressing an investigation into the provision of double yellow lines at the junction of The Gap and North Street.

In favour	Against	Abstention
0	6	1

RESOLVED:

that the Council not progress investigations into the provision of double yellow lines at the junction of The Gap and North Street.

2020/54

Community Facilities

Council received an update report on the hall, muga and works to the sports pitches. Keiran O Leary had attended a meeting on 18th February and Ruth Mander had attended one on 4th March. The snagging was being undertaken by the surveyor on 2nd April. It was reported that MCG has received almost £10,000 from the National Lottery Community Fund towards the fitting out of the hall. The s. 106 working party had met to go through the Lease, Underlease and Management Agreement. The draft documents with amendments suggested by the working party had been circulated to members. Members agreed with the content of the documents. In order to progress the completion of these documents, it was suggested that the final Agreement of the Lease, Underlease and Management Agreement be delegated to the Clerk in consultation with the members of the s. 106 working party. A report was provided on the position regarding the progress with the Agreement for the receipt of the s. 106 funding from the Vale of White Horse District Council.

Council, in regards to meetings in the new hall, had been asked to consider moving to a Monday evening to accommodate users who met weekly. Other monthly users had requested the 3rd and 4th Monday in the month. Members were agreeable, if a Monday were selected, to move to the 2nd Monday in the month, to allow time for an article for MAD News to be written, and to avoid bank holidays.

The Chairman called for a show of hands for those in favour of accepting the documents as amended, and to delegate to the Clerk in consultation with the s. 106 working party the authority to finalise the documents.

In favour	Against	Abstention
7	0	0

RESOLVED:

- (i) that the finalising of the Lease, Underlease, and Management Agreement be delegated to the Clerk in consultation with the s. 106 working party.
- (ii) that the Chairman and Vice-Chairman or other two members of the Council execute the documents.
- (iii) that Council agrees to meet on the 2nd Monday of the month in the new hall, should it be required to change its usual meeting schedule.

- 2020/55 Vale of White Horse District Council – Draft Statement of Community Involvement
 Council considered the draft statement of community involvement. It noted that draft section 106 agreements were not to be sent to the Parish Council for comment, and that similarly, Parish Councils were not to be notified of planning applications to discharge planning conditions. Council considered that it may be helpful to have sight of these in order to submit comments.
- RESOLVED:
- (i) that this Council would wish to have sight of draft s.106 Agreements to check the provisions included for the parish
 - (ii) that this Council would wish to be notified of planning applications to discharge conditions on previous consents.
 - (iii) that these comments be submitted to the Vale of White Horse District Council.
- 2020/56 Neighbourhood Plan
 Mr. Michael Hoath gave a report from the neighbourhood plan working party. Council considered the risk assessment that the working party had prepared. As a neighbourhood planning was the topic for the annual meeting of electors, the working party would produce a leaflet for delivery to local houses to encourage residents to attend the meeting. The working party would also begin to look at a Plan area for designation, and would present this to the council at the next meeting. It was hoped that the decision as to whether to undertake a neighbourhood plan or not, could be made after the annual meeting of electors.
- 2020/57 Path Howard Cornish Road to Harding Way - Lighting
 Council noted that the Clerk had been in discussions with an electrician in regards to solar lighting along this path. Given the proximity of trees and the storage capacity of solar cells it was thought that solar lighting would be ineffective. An alternative means would be to connect into an existing street column for a cabled electricity supply.
- RESOLVED:
- that the Clerk investigate the possibility of this with Oxfordshire County Council and Scottish Southern Electric
- 2020/58 Correspondence
- a) OALC Circular – February
 - b) Health Watch Oxfordshire briefing March
 - c) Oxfordshire County Council road closures
 Faringdon Road 17th – 23rd April between 4.00 a.m. – 6.00 a.m.
 A 417 Wantage to Rowstock Road by Ardington 14th – 19th April between 4.00 a.m. – 6.00 a.m.
- 2020/59 Parishioner of the Year Award
 Council considered the nominations for the parishioner of the year award, and following discussion, selected the recipient for 2019. The working party would progress drafting the citation.

2020/60 Accounts
Council received a report from the internal audit working party on a review of the asset register. The recommendation was to remove the computer and printer acquired in 2004 from the list.
Council noted that the accounts held by the Parish Council and Marcham and Frilford Joint Burial Committee with the Nationwide building society, had been closed and a new account has been opened with the Newbury building society.
Council noted receipt of a donation of £130.70 from Playpark Group, a dormant village organisation, following the closure of its account with the Nationwide building Society.
Council noted list of cheques numbered 3289 to 3300 and authorised payments in the sum of £18690 in respect of administration costs, play area checks, litter clearance, subscriptions, water rates at Cow Lane allotments and flood lighting at the multi-use games area.

2020/61 Matters raised by members for information

New Hall – inspection opportunity

Ruth Mander advised that there was an opportunity for groups to visit the new hall to do measuring or check items, on Thursday afternoon or Friday afternoon, 12th or 13th March.

Allotment availability

James Plumb enquired about the procedure for renting an allotment. This was explained by the Chairman.

2020/62 Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2020/63 The Chairman moved in accordance with the Public Bodies Admission to Meetings Act 1960 that the public, including the press, be excluded from the following item
Council discussed staff employment and

RESOLVED:

that the Parish Council take over the payment of the salary to the clerk for work in of the connection with the cemetery which had ceased to be paid by the Joint Burial Committee. This amounted to .75 of an hour per week.

2020/64 Date of Next Meeting

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

The meeting closed at 9.29 p.m.

Signed Date