

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 8th January, 2020 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Malcolm Denton, Caroline Garvey, Michael Hoath, Kieran O'Leary, Ruth Mander, James Plumb, Tanya Rosenfeld, Peter Steere, David Walton (Chairman)

Clerk: Mrs. L. Martin

Cllr. R. Webber (Oxfordshire County Council) and Cllr. Mrs. C. Webber (Vale of White Horse District Council)

12 Members of the public.

The Chairman announced the recent death of former parish councillor Mrs. Christine Ricketts. A minutes silence was observed in her memory. The Clerk to write a letter of condolence to her family on behalf of the Parish Council.

- 2020/1 Apologies for Absence
Apologies for absence had been received from Mrs. Sandra Hill.
- 2020/2 Declarations of Interest
There were no declarations of interest.
- 2020/3 Minutes of the meetings held on 11th December, 2019
The draft minutes were amended and signed as a correct record of the meeting.
- 2020/4 Matters Arising from the minutes
North Street – pavements
Photographs of uneven surfaces had been sent to the County Council. An acknowledgement had been received, but with comments that these were a duplication of earlier similar reports, and that the matter had therefore been logged previously. There had been no agreement to undertake works. Cllr. Richard Webber (County Councillor) would raise the matter with the County Council.
- 2020/5 Public Participation
Planning Application amendments – 13 The Farthings.
A member of the public spoke regarding District Council parking guidelines which were not being followed. Parking problems already existed, owing to 11 houses having access off The Farthings at the end of a Y shaped cul-de-sac, and their visitors parking in the head of the cul de sac. A new dwelling would increase the demand for extra spaces, particularly as the proposal was to lose the garage of no. 13 and the new property also not having a garage provided.
- Harding Way – Lamppost
A member of the public asked whether Harding Way had now been formally adopted since it had been noticed that a lamppost had been installed. The Chairman replied that this Council did not have that information, and the enquiry should be made of the County Council.

Harding Way – Open Space

A member of the public asked questions about public open space areas on the Harding Way development. The Chairman confirmed that the Parish Council maintained the two larger open areas, but had not been offered the 3rd narrow strip parallel to Sheepstead Road by the developer.

Sheepstead Road – traffic calming

Comments were made regarding Sheepstead Road being a dangerously fast road and questions asked about possible traffic calming. It was noted that the 30 mph limit as far as the Council was aware, was to go to Cow Lane as part of the Mactaggart Mickel housing development. The Clerk would raise the question of possible traffic calming with Cllr. Richard Webber.

Harding Way path to Howard Cornish Road

Questions were asked about who maintained the path from Harding Way to Howard Cornish Road. The Chairman confirmed it was the Parish Council and that the Council was currently investigating possible solar lighting.

2020/6

Planning Applications

a) Decisions on previous applications

No planning decisions had been received

b) Applications dealt with prior to the meeting

P19/V3148/FUL Proposed new 4 No. 10m high floodlighting columns to multi-use games area
Anson Field

Comments: As the Parish Council was the applicant, and future owner of the site, it had advised the planning officer that it would not comment on the application.

c) Planning Applications for consideration at the meeting

R3.O128/19 Travel Plan for Marcham Primary School pursuant to condition 3 of E3.0008/19 – two classrooms
Marcham Primary School, Morland Road

A copy of the Travel Plan had been circulated to members. It had been noted that there was an Action Plan contained within it, and questions were asked as to who would monitor and enforce the actions required.

RESOLVED:

that this point be submitted to the County Council as the view of the Parish Council.

P19/V2478/FUL Demolition of existing garage, replacement new parking, amenity space and associated dwelling (amended plans and information)
Land at The Farthings

Council noted its comments on the previous application and considered whether the revised drawings addressed those concerns. The previous concerns regarding loss of amenity, parking, impact on the street scene had not been addressed. The Chairman called for a show of hands for those who objected to the application

Object	Not object	Abstention
7	0	2

RESOLVED:

- (i) that this Council continues to object to the application on the grounds of insufficient parking, impact on the street scene, and neighbouring amenity.
- (ii) that the comments to the District Council also include that the arboricultural officer be asked to confirm that there was no impact on trees on, and immediately adjacent to the site.

2020/7

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

Planning Application 13 The Farthings P19/V2478/FUL – Cllr. Mrs. Webber advised that she would ask for this application to be called in and to be determined by committee should the planning officer be minded to approve it.

Vale of White Horse District Council – Budget – The District Council was currently looking at its budget requirements and possible savings that it could make.

Anson Field – earth pile

Cllr. Catherine Webber had been approached regarding the possibility of using the large pile of earth left from the Anson field development site, for a skatepark, but not necessarily in the Anson field. It was noted that planning consent was required to increase ground levels. Council noted the suggestion but was unaware of any such plans, and understood that the developer would be removing the surplus soil from site.

2020/8

Councillor's Report – Cllr. Richard Webber

County Council Budget / Members Priority Fund – The County Council too was considering its budget, and its finances appeared healthier than in previous years. The Members' Priority Fund was being extended into

20/21 financial year. From this year's allocation Marcham had benefitted from enhancement of the beacon lighting at zebra crossing, new white lining, and a likely speed reduction from 60 mph to 50 mph, on the A415 between the village and the A34. This latter matter had received 20 comments when it had been out for consultation by the County Council. 15 people had been in support, and 5 not supporting, but of those 5, 3 people had requested a further reduction to 40 mph, and 2 believed it would cause more traffic jams in the middle of Marcham. A decision on the proposed speed reduction would be made by the member with Portofolio for Transport.

It was suggested that if the Priority Fund was to be in place for next year, then perhaps some focus could be on a chicane, or vehicle activated sign for the Sheepstead Road to reduce the speed of vehicles coming from the north entering the village. Cllr. Richard Webber would speak to the County Council regarding this.

Bridleway 17 – Mill Road

Cllr. Richard Webber confirmed that he would be speaking to the landowner in regards to the closed bridleway. Cllr. Webber was advised that there was a hole in the road near Marcham Mill, and whilst the County Council was responsible for repairs in Mill Road, it would be preferable to wait until the repairs to the bridge had been carried out as more large vehicles were expected.

2020/9 Cllrs. Richard and Mrs. Catherine Webber left the meeting at 8.20 p.m.

2020/10 Community Facilities

Members had not been to meetings of MCG just prior to Christmas, so no report was available. Members noted an update on the multi-use games area in that electricity for lighting, should planning consent be granted, would be from the supply connected for the construction site and not the hall supply. This would mean that access to the plant room to switch lighting on and off would no longer be required. Members noted that the third organisation approached to provide a quotation for inspections of the muga during construction, had declined to provide a quotation

RESOLVED:

that the Oxfordshire Playing Fields Association be instructed to supervise the construction of the multi-use games area.

2020/11 Neighbourhood Plan

Council received a report from the Neighbourhood Plan working party. The costs and benefits had been explored. It was recommended that funds be included in the budget and to carry on research as to what might be in a Neighbourhood Plan for Marcham and to identify the areas which could be subject to a particular focus. It was suggested that Neighbourhood Planning could be the topic for a speaker at the annual meeting of electors.

RESOLVED:

- (i) that the working party report be accepted
- (ii) that further research into boundary areas and topics be undertaken
- (iii) that some funding be set aside in the budget

2020/12

Risk Assessment

Council noted the risk assessment as drafted. This had been brought forward from last year, and issues relating to the cemetery included, as risk assessment was not a task to be undertaken by the Cemetery Committee.

The Council was to become the owner of the new hall, car park and multi-use games area in the Anson field, and take a lease of the sport pitch area. In turn these would be let to the Marcham Community Group. It was thought appropriate to review the risk assessment in September or October to see if adjustments were necessary.

RESOLVED:

- (i) that the risk assessment be accepted as drafted
- (ii) that the risk assessment be reviewed in September or October once the Transfer and Leases of the community facilities were completed.

2020/13

Budget 2019/20

Council carefully considered the current balances, the likely balances at the year end, and the budget for 2020/2021. Discussion was had as to becoming paperless as far as meetings were concerned, the awarding of more than one parishioner of the year certificates, the drawing down of s. 106 allotment funding, and the need for a pressure washer which would possibly have uses at the new hall site and may be able to be used for cleaning the bus shelter.

RESOLVED:

- (i) any unspent sums from 2019/20 be taken into reserves
- (ii) that the precept for 2020/21 from the Vale of White Horse District Council be set at £67600
- (iii) that an increased sum be included for parishioner of the year expenses, in case more than one certificate were awarded
- (iv) that the drawing down of available s. 106 money for the allotment be investigated

2020/14

Parishioner of the Year Award

Council noted nominations were being received for the Parishioner of

the Year Award. The working party would produce a report for the next meeting.

2020/15

Annual Meeting of Electors

It was suggested that as the Council was considering the undertaking of a neighbourhood plan, the topic for the guest speaker should be neighbourhood planning. It was also suggested that perhaps the meeting could be held in the new hall once opened.

RESOLVED:

- (i) that a speaker be found for the topic of Neighbourhood planning
- (ii) that depending on the availability of the speaker, the meeting be held in the new hall or school hall.

2020/16

Correspondence

a) Emails from Fyfield and Tubney Parish Council regarding the A420
Council noted correspondence regarding traffic, and the impact on the A420.

RESOLVED:

that the correspondence be noted and considered at a later date if appropriate

b) OALC Update – December

c) South Central Ambulance Service – Newsletter Foundation Times

d) Police/Crime Commissioner Newsletter – December 2019

2020/17

Accounts

Council considered the draft Investment Policy for Council's funds. It also considered the position of the Joint Burial Committee in regards to being the Lead Authority.

The Chairman called for a show of hands for those who supported the adoption of the Investment Policy

In favour	Against	Abstention
9	0	0

The Chairman called for a show of hands for those who supported the Council as being the lead Authority in regards to the operation of the Joint Burial Committee

In favour	Against	Abstention
9	0	0

RESOLVED:

- (i) that the Investment Policy be adopted
- (ii) that this Council act as lead Authority in regards to the operation of the Marcham and Frilford Joint Burial Committee

Council noted the list of cheques numbered 3269 to 3275 and authorised payments in the sum of £3053.78 in respect of administration costs, surveyor's costs inspection of construction of new hall, grass cutting, and play area checks.

2020/18 Matters raised by members for information

North Street – opposite to junction with Howard Cornish Road – ivy

It was reported that the double decker buses travelling northwards up North Street had to go into the middle of the road to avoid ivy which was growing over the wall from properties in The Farthings. The bus, in the middle of the road, restricted traffic heading southwards or leaving Howard Cornish Road at the junction.

Street Lighting

It was reported that the County Council's contractor had been seen repairing street lights in the village.

2020/19 Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2020/20 Date of Next Meeting

The next meeting of the Council would be held on Wednesday 12th February, 2020 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 12th February, 2020 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Malcolm Denton, Caroline Garvey, Sandra Hill, Michael Hoath, Kieran O'Leary, Ruth Mander, James Plumb, Tanya Rosenfeld, Peter Steere, David Walton (Chairman)

Clerk: Mrs. L. Martin

Abigail Brown, arts officer, Vale of White Horse District Council and
2 Members of the public.

- 2020/21 Apologies for Absence
Apologies for absence had been received from Cllr. Catherine Webber (District Councillor) and Cllr. Richard Webber (County Councillor) as they were attending a meeting of the Vale of White Horse District Council.
- 2020/22 Declarations of Interest
The Clerk placed on record that in regards to the planning applications for 22 Anson Close and 6 The Farthings, she was related to the agent for the applicant.
- 2020/23 Minutes of the meetings held on 8th January, 2020
The draft minutes were signed as a correct record of the meeting.
- 2020/24 Matters Arising from the minutes
North Street – pavements at the Southern end
Council noted the response from the County Council. This had indicated that the footways had been inspected and were not at the stage of requiring immediate works. They would be kept under review by the Asset Renewals Team who would consider them when planning their future works.
- Annual Parish Meeting
The hall at Marcham Primary School was available Wed. 21st May or Thursday 22nd May. These dates had been reserved provisionally. A speaker from Community First Oxfordshire had, in principle, agreed to be a guest speaker. Confirmation of his availability for these dates was awaited.
- 2020/25 Public Participation
s. 106 Art Funding
Carolyn Blackmore, Trustee of Marcham Community Group, spoke about the possibility of using some of the art funding money for signage and art at the hall. A member asked questions, and Abigail Brown, arts officer at the District Council contributed to the discussion, confirming that the art had to be on public land and accessible to the public.

Letter from unknown resident regarding the minutes of the November's meeting

Mr. Denton, stated that he had received a letter through his letterbox regarding a matter mentioned in the November minutes. He read the letter. The Clerk confirmed that she, on behalf of the Council, had not received any such correspondence. It was unclear whether this was for the Council or not. Mr. Denton offered to trace the writer and speak to him/her.

2020/26

Planning Applications

a) Planning correspondence

(i) Tree Preservation Order

Council noted confirmation from the Vale of White Horse District Council that a Tree Preservation Order had been placed on the plane tree in the grounds of Denman College, but which overhung the garden of 13 The Farthings.

A member commented that the tree in the front garden of 14 The Farthings had been felled recently.

(ii) The Willows – Planning Enforcement Action on missing linking paths – Update

Council noted that the Vale of White Horse District Council had written again to the Management Company, and Pye Homes. The Council would be looking at formal enforcement action, if there was no confirmation of an application being submitted in the next few weeks.

(iii) Oxfordshire County council – Marcham Primary School – Travel Plan

Council noted that the County Council had confirmed that it would monitor the Plan. If targets were not being met, then a re-assessment would be undertaken and actions amended.

b) Decisions on previous applications

R3.0128/19 Details pursuant to condition 3 School Travel Plan,
of R3.0008/19
Permitted 20th January, 2020

P19/V3148/FUL 4 x 10m high floodlighting columns
Multi-use games area, Anson Field, Morland Road
Permitted 4th February, 2020

A member commented that work had commenced on a conservatory extension at 21 Fettiplace Road. A query was raised as to whether this had been granted planning consent. The Clerk confirmed that she believed it had and had been previously reported to Council, but would check the position.

c) Applications dealt with prior to the meeting

s. 73 amendment to MW.0049/11 for change of use from agriculture, to site for the import, storage and screening of waste soils without complying with conditions 5, 10, 13 and 15 of permission MW.0049/11 at Swannybrook Farm, Abingdon Road, Kingston Bagpuize

Comments: Council objected to this as the numbers of vehicles passing through the AQMA in Marcham had increased. This would have a detrimental impact on the amenity of the residents who lived within the AQMA. As such the application appeared to breach policies within the District Council's local plan.

d) Planning Applications for consideration at the meeting

P20/V003/HH. Demolition of existing conservatory to be replaced with larger single storey rear extension
6 The Farthings

Comments were made that the extension seemed appropriate for the property, but generally losing permeable land could accumulatively have an effect on drainage in the village and wider area.

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

In support	Against	Abstention
10	0	0

RESOLVED:

- (i) that the Council supports the application
- (ii) that a general comment regarding the loss of permeable land in the village, and the effect on drainage in the wider area be included in the response to the District Council.

P20/V0168/HH Form single storey side extension to create a study and utility room
22 Anson Close

Comments were made that there were no material grounds for objection, but as with the previous application losing permeable land would add to the accumulative effect on drainage in the wider area.

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

In support	Against	Abstention
10	0	0

RESOLVED:

- (i) that the Council supports the application
- (ii) that a general comment regarding the loss of permeable land in the village, and the effect on drainage in the wider area be included in the response to the District Council.

P20/V0210/~DIS Discharge of conditions 5 (parking), 7 (footpath link to Cow Lane), 10 (travel information pack) and 20 (charging points for electric vehicles), on application P18/V2470/FUL
Erection of 47 dwellings on land off Sheepstead Road for Mactaggart Mickel

Members had understood that the 30 mph limit was to move to the Cow Lane area. This was not shown on the drawings. The drawings indicated that existing signage was going into storage, but it was unclear where they were to be re-erected. There was a current active badger sett off Sheepstead Road. The water meter in Sheepstead Road for the allotment site had not been shown on the drawings. If this were impacted by the path, then an appropriate cover plate would be needed. Checks were needed on the charging points to the houses. There were inconsistencies between the information submitted from the supplier, and the agent for the applicant.

RESOLVED:

that the Council submit the following comments:

1. The Council's understanding was that the 30 mph limit was moving northwards to Cow Lane. This does not appear to be shown on the drawings.
2. The drawings indicate that the white entry feature gates, 30 mph sign, and bridleway finger pointer sign, were going into storage. Their re-erection was required once the path works were complete..
3. There was an active badger sett off Sheepstead Road close to the north west corner of the development site.
4. The existence of the allotment water meter in the verge be pointed out.
5. Assurances were needed that all houses on the site would be fitted with electric charging points, and not just the 20 market homes referred to in the letter from the agent.

2020/27

Mactaggart Mickel Development – Sheepstead Road

The Council had been copied into correspondence from a resident in Harding Way, to the agent for the applicant for the Mactaggart Mickel

site, regarding the path from the South East corner of their site to join with the Vanderbilt path leading to Howard Cornish Road. The path to link both the Mactaggart Mickel and Vanderbilt sites was a requirement of a s. 106 planning agreement.

RESOLVED:

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

2020/28 District Councillor's Report – Cllr. Mrs. Catherine. Webber

The Chairman read a report from Cllr Catherine Webber.

Budget - The District Council was debating the budget and had managed to set aside £600,000 towards a Local Plan and £100,000 for climate change. They had also put forward a council tax reduction scheme for single parents with children under five, to widen the definition of who was considered disabled and to change the rules for those who received bereavement support payments.

13 The Farthings – The planning officer was currently minded to refuse the application. The applicant had requested additional time in which to consider the points of refusal and to submit additional information. This had been agreed by the District Council.

Development East of the Willows identified in the Local Plan - Cllr. Catherine Webber had expressed concerns regarding another development that would spill traffic into the Air Quality Management Area directly challenging the mitigating plan for the AQMA.

2020/29 Councillor's Report – Cllr. Richard Webber

No report was available.

2020/30

S.106 Art Funding

Council noted the likely funding collected by the Vale of White Horse District Council would be in the region of £67,000, with some funds not yet having been paid over.

Mrs. Hill presented an idea for the youth shelter in the Anson Field, and had an indication of the costings. The project would involve the youth of the village and be a bespoke piece.

Abigail Brown, District Council's arts officer, explained there would need to be a Certificate of ownership of the land, and therefore the landowners would become the final art owners. Planning consent may be required. 7% of the cost of the project could be allocated from the art fund as a commuted sum for future maintenance.

Council considered the youth shelter project, artwork and signage for the new village hall, a project put forward by All Saints Church for a labyrinth and statue, plus etching on the glass entrance doors to the Church, and an idea from Marcham Primary School for trellis with

scriptural verses and a cross made from photographs of the children. Council was supportive of the youth shelter project. It was noted that the artist's brief needed to be worked, and 3 quotations sought.

In regards to the new village hall, the Council was supportive of the idea. It commented that utilities accessed the site near the entrance off Morland Road, so these would need to be taken into account when considering fixing anything to the ground.

In regards to the Church's projects, members were not averse to the idea, but preferred the idea of a statue within the churchyard, to etching on glass entrance doors to the Church. The ideas put forward by a governor at the School did not appear to meet the criteria for the District Council's art fund in that the site did not have constant public access.

RESOLVED:

- (i) that the Council progresses its youth shelter project and lodges the application for the s. 106 art funding for it
- (ii) that Marcham Community Group be permitted to progress an application for artwork and signage on the hall site up to a cost of £20,000, but to revert back to the Parish Council, for key decisions, and for public engagement to take place.
- (iii) that the Church be advised that the Council's preference was for a labyrinth and statue in the churchyard rather than etching on the glass doors into the Church, as the churchyard was open to all at all times.
- (iv) that the Church too be advised of the need to work up the artist's brief and to supply costings.
- (v) that the art project at the primary school, not be supported as it was in an enclosed area, not open to the public and therefore did not meet the criteria for the s. 106 art fund
- (vi) that the school be advised that the project was not appropriate for this fund, but to look for other funding, possibly even the Parish Council itself in due course.

2020/33

Oxfordshire County Council – Draft Minerals and Waste sites plan
Council considered the County Council's Minerals and Waste sites plan. There were no sites very close to Marcham, but one at Grove could potentially increase traffic through Marcham and its air quality management area.

RESOLVED:

that this Council objects to sites which would increase traffic and pollution through the AQMA.

2020/32

Community Facilities

Council received an update report from Ruth Mander. Minutes of the meetings of Marcham Community Group had been circulated to members. The Council's solicitor was in the course of drafting the Lease for the building and Underlease for the field. The clerk would check on progress. Council considered whether to have a Services Agreement supplementary to the lease and Underlease. Council noted the solicitor had advised against this. Discussion followed and members felt that the Council in the future, would want involvement if something went wrong, plus there was a need to protect the service to the community.

The Chairman called for a show of hands of those in favour of a supplementary service agreement

In favour	Against	Abstention
10	0	0

Council considered sub-letting part of the Anson field to Marcham Community Group and retaining the land west of the junior football for the provision of a play area. This would mean that the Parish Council would continue to provide play equipment and to monitor it.

The chairman called for a show of hands of those in favour of retaining the western side of the field

In favour	Against	Abstention
10	0	0

The Clerk would prepare a map of the field for the Underlease to send to the Council's solicitor.

Council considered a letter from a youngster in the parish requesting the provision of a skatepark in the Anson Field. There was no real space in the field, but that once everything was laid out, the Council would have a better idea of the spare land available. Discussion followed on the green spaces in the parishes and the possibility of registration as community assets. The Clerk would investigate assets of community value.

Council noted that James plumb was not able to continue as the Council's representative on the hall committee. Ruth Mander would act as substitute until the annual meeting of the Council. However, she was unable to attend the meeting on 18th of February so Kieran O'Leary would act as substitute for that meeting.

Council, now that planning consent had been granted for lighting at the multi-use games area, agreed to fund the lighting aspect. This would be at a cost of £ 15,575. Had the multi-use games area and lighting been one contract, it would have all been arranged by Thomas Homes, the developer. Charles Lawrence was undertaking the construction of the games area, and it was therefore logical that the same firm undertook the installation of the lighting. Difficulties would arise if a different firm provided the lighting. Council agreed that no further quotations would be sought.

RESOLVED:

- (i) that this Council have a Services Agreement between Marcham Parish Council and Marcham Community Group
- (ii) that this Council retains the western side of the field to enable a play area to be provided
- (iii) that consideration for a skatepark be given once all the works in the field had been completed. It would then be clear as the space remaining and possibly available.
- (iv) to Ruth Mander act as substitute for James Plumb at meetings of the new hall committee until the annual meeting of the Council.
- (v) Kieran O Leary to attend the next hall committee meeting on 18th February
- (vi) that this Council funds the lighting on the MUGA at a cost of £15575, the work to be undertaken by Charles Lawrence who was currently constructing any MUGA
- (vii) that no other quotations for lighting be sought.

2020/33

HR / Employment Law training

The chairman gave a report on the training provided. The importance of contracts for contractors was emphasised, as well as being careful to ensure that long term volunteers did not accumulate rights as workers. Slides of the session had been requested, and these would be circulated to members.

2020/34

North Street - Footway

Local developers were still minded to conclude that they were unable to assist with the construction of a footway in North Street. The clerk advised that the council did not have the statutory power to undertake the works itself, nor did it meet the criteria for the General Power of Competence. Council considered how it could progress the footway. Peter Steere and Ruth Mander offered to talk again to contacts they had made at the County Council. The clerk too, would again make enquiries regarding the County Council undertaking the construction works.

RESOLVED:

that the Clerk, Ruth Mander and Peter Steere check again the position with the County Council.

2020/35

Correspondence

- a) Invitation from Fyfield and Tubney Parish Council to meet with David Johnston MP at Pharmagenesis at Tubney Waren Barn, Tubney at 10.00 a.m. Friday 6th March to discuss the A420 and traffic. James Plumb would represent the Council.
- b) OALC- Circular January
- c) Healthwatch Oxfordshire-January briefing
- d) Vale of White Horse District Council – Waste tour dates, Ardley incinerator and anaerobic digestion
- e) Letter from parishioner regarding A 415, reduction in speed limit, and related points

2020/36

Parishioner of the Year Award

Council received a report from the working party. General discussion followed regarding possible recipients.

RESOLVED:

that the matter be deferred to the March meeting

2020/37

Accounts

Council noted the bank reconciliation and budget monitoring as at 31st December, 2019.

Council noted that the Nationwide Building Society was closing the Treasurers accounts and these would no longer be available. The Council had been asked to withdraw its funds. Council considered other accounts.

Council received a report from the working party on the review of the effectiveness of internal audit in regards to the Parish Council and Marcham and Frilford Joint Burial Committee. A review of the Financial Regulations had been undertaken as requested by Council at its meeting in May 2019. Note had been taken of the comments of the new internal auditor IAC and adjustments had been made or were in the course of being made.

The Chairman called for a show of hands of those accepting the working party's recommendations

In favour	Against	Abstention
10	0	0

The chairman called for a show of hands of those accepting the appointment of IAC as the internal auditor for the next year

In favour	Against	Abstention
10	0	0

RESOLVED:

- (i) that the Treasurers Accounts with the Nationwide Building Society be closed
- (ii) that a new instant access account with Newbury Building Society be opened
- (iii) that Ruth Mander and Kieran O’Leary act as signatories along with Linda Martin as Responsible Financial Officer
- (iv) that a review of finances take place once the new community hall and field had been transferred to the Parish Council and grant sums paid to the Anson Trust.
- (iii) that signatories be kept under review
- (iv) that the Financial Regulations dated January 2019 be adopted
- (v) that the audit plan and terms of reference for the internal auditor be kept under review

2020/38 Matters raised by members for information

Vehicle activated signs

It was noted that these signs at the entry points to the village on the A415 had not been repaired. The clerk was asked to bring this again to the attention of the County Council.

Resignation

Mr. Denton indicated that he would be resigning as a councillor in the near future. The clerk advised that all resignations had to be in writing addressed to the chairman.

Harding way-grass cutting

A query was raised as to whether the Parish Council would take on the grass cutting of the private areas which were the responsibility of the management company, and then recharge that company the cost. The clerk advised that this was not possible, and whilst the same contractor could cut all areas of grass, a separate invoice from the contractor, would have to be submitted direct to the management company.

Neighbourhood plan

It was reported that the neighbourhood plan working party was looking at the risks to the parish of not undertaking a neighbourhood plan. A report would be available for the next meeting of the Council.

2020/39 Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2020/40 Date of Next Meeting

The next meeting of the Council would be held on Wednesday 11th March, 2020 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 Tuesday 18th February 2020 at 7.30pm in the residents' lounge, Duffield Place, Marcham.

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

2020/PC/1 Apologies for Absence
There were no apologies.

2020/PC/2 Declarations of Interest
There were no declarations of interest.

2020/PC/3 Minutes of the meeting held on 29 May 2019
The minutes were signed as a correct record of the meeting.

2020/PC/4 Matters arising from the minutes
The training event for members of the Personnel Committee and other members of the Council was held on 29 January 2020 and was provided by Independent HR Solutions Ltd.

2020/PC/5 Disciplinary Policy
The Committee considered the November 2019 NALC Disciplinary Policy. The Chairman called for a show of hands for those in favour of the creation of adopting the NALC Disciplinary Policy, subject to some minor modifications, for Marcham Parish Council.

In favour	Against	Abstentions
4	0	0

RESOLVED:
to adopt the NALC Disciplinary Policy, subject to some minor modifications.

2020/PC/6 Grievance Policy
The Committee considered the November 2019 NALC Grievance Policy. The Chairman called for a show of hands for those in favour of the creation of adopting the NALC Grievance Policy, subject to some minor modifications, for Marcham Parish Council.

In favour	Against	Abstentions
4	0	0

RESOLVED:
to adopt the NALC Grievance Policy, subject to some minor modifications.

2020/PC/7 Personnel Sub-Committee

The Committee considered membership of the Personnel Sub-Committee.

RESOLVED:

that Mr Walton, Miss Mander and Mrs Hill form the Personnel Sub-Committee.

2020/PC/8

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
4	0	0

2020/PC/9

Review of Clerk's Employment Contract

The Committee reviewed the Clerk's contract of employment. The Chairman called for a show of hands for those in favour of the approving the existing contract.

In favour	Against	Abstentions
4	0	0

RESOLVED:

to approving the existing Clerk's employment contract, save for any changes agreed in the next agenda item.

2020/PC/10

Review of Clerk's Salary

The Committee reviewed the Clerk's salary in light of the fact that the Marcham and Frilford Joint Burial Board can no longer employ staff, and that Marcham Parish Council is now the lead Council for matters relating to the Cemetery. The Chairman called for a show of hands for those in favour of recommending that additional hours be added to the Clerk's employment contract.

In favour	Against	Abstentions
4	0	0

RESOLVED:

to recommend to the full Council that additional hours be added to the Clerk's employment contract for work relating to the Cemetery.

2020/PC/11

Matters raised by members for information

None.

2020/PC/12

Date of Next Meeting

It was agreed that the Committee will normally meet twice a year – once in May/June and once in November/December, with additional meetings to be arranged as required.

The meeting closed at 8.45pm

Signed: _____

Date: _____

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

MARCHAM PARISH COUNCIL

Minutes of a virtual meeting of Marcham Parish Council held on Wednesday 8th April, 2020 held virtually via Zoom, under powers granted by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020

Present:

Malcolm Denton, Caroline Garvey, Sandra Hill, Michael Hoath, Kieran O’Leary, James Plumb, Tanya Rosenfeld, Peter Steere, David Walton (Chairman)
Clerk: Mrs. L. Martin
Councillors Richard Webber (County Councillor), and Catherine Webber (District Councillor)
Joined by Ruth Mander at 7.35 p.m.

- 2020/65 Apologies for Absence
There were no apologies for absence
- 2020/66 Declarations of Interest
Kieran O’Leary placed on record in relation to the agenda item for Parkside allotments, and that he lived close to this site.
- 2020/67 Minutes of the meetings held on 11th March, 2020
The Minutes were amended and approved as a true Record of the meeting. The Minutes to be signed as soon as practicable.
- 2020/68 Ruth Mander joined the meeting.
- 2020/69 Matters Arising from the minutes
- Annual Parish Meeting
Whilst this had been arranged for Thursday 21st May 2020, the arrangements would need reviewing in the light of the COVID - 19 virus. The meeting would need to be advertised again in Marcham and District news. The likelihood of holding the annual parish meeting would be reviewed at the magazine’s copy deadline date.
- OALC – Roles and Responsibilities Training 18th March - Cancelled
It was noted that a refund of the training fee paid for the 2 members booked on the course would be made.
- North Street – footway
Cllr. Webber advised that he had contacted the County Council and requested that it look at of the provision of a footway, or at least a shorter footway, if the full length could not be installed.

Path – Howard Cornish Road to Harding Way - Lighting

Council noted that the County Council could not assist with lighting as the path was not adopted highway they had suggested Scottish Southern Electric install a new service and via a feeder pillar. The clerk was contacting Scottish Southern Electric to make enquiries as to this possibility.

Neighbourhood Plan

Owing to the outbreak of the Covid 19 virus work to define the designated area for the plan had not progressed.

Police – Speed Detection

A meeting had taken place with PCSO Richard Osborn. He had agreed to undertake speed checks initially with the SID (speed indication device), and then possibly the Police's traffic enforcement section on the A415 and Sheepstead Road. Comments were made that traffic currently travelled even faster than previously, owing to fewer vehicles on the road during the Covid lockdown.

For it was reported that the zebra crossing belisha on the A 415 now had LED lights.

2020/70

Public Participation

No members of the public had logged into the meeting.

2020/71

Planning Matters

a) Decisions on previous applications

P 20/V0168/HH Single storey side extension
22 Anson Close Permitted 24th March 2020

P19V138/FUL New house 8a The Gap
Withdrawn 31st March, 2020

b) Applications dealt with prior to the meeting

P20/V0676/HH Demolition of existing single storey outbuilding, and erection of new single storey rear and side extension. Widening front porch and alterations
5 The Gap

Comments: A note was made of the proximity to the conservation area, and therefore materials and appearance needed to match the existing, a construction traffic plan was needed owing to vehicle congestion in The Gap. A drainage assessment was required, or plans for additional surface water disposal provided, owing to the loss of permeable ground, and the height above North Street.

P19/V3128/FUL New 4 bed house and parking (amended information 9th March 2020)
Land rear of 8a The Gap

Comments: Council had no additional comments on the amendments, but wished the key points of its first response to be taken into account.

P20/V0210/DIS Revised information for the Travel Plan
Erection of 47 dwellings on land off Sheepstead Road
For: Mactaggart Mickel

Comments: Council sought confirmation that fibre broadband was to be installed to each property as the Travel Plan indicated encouragement for home working, and a reduction in the need to travel. Confirmation was sought that as cycling was to be encouraged, that all paths provided by the developer would be suitable for cyclists and constructed of tarmac. All properties on the development, and not just the market houses, should have electric charging points.

c) Planning Applications for consideration at the meeting

None received

2020/72 Councillor's Report – Cllr. Richard Webber

Covid – 19 virus

As a District and County Councillor, Richard Webber reported that he regularly received messages that support for people was happening locally and things were well at grass roots level. The County Council had a more difficult role, but the Parish Council, in closer contact with the local people, had more responsibility. He was concerned that messages of support and information as to where to find assistance may not be reaching the most vulnerable people. He suggested a dedicated Covid-19 newspaper to all households with a paid delivery. Some volunteer deliverers of MAD News were in the vulnerable category, and hard copies of MAD News were not being currently produced, so leaflet dropping to each household was difficult. Discussion followed. This idea would be borne in mind.

2020/73 District Councillor's Report – Cllr. Mrs. Catherine. Webber

Covid19 - Support

It was noted that Neil Rowe, Church warden had set up a “Marcham Cobr” group with representatives from key organisation and volunteers. Each road had allocated helpers. The part of Gozzards Ford which was in Marcham parish had been included in the support area managed by helpers in St. Helen Without parish. This was to avoid duplication of travel, and it was one residential area, even though the parish boundary divided it.

S. 106 Funds Agreement - Vale of White Horse District Council and Marcham Parish Council - Community Facilities

Cllr. C. Webber had received a copy of an email sent to the Parish Council's Solicitor outlining the current requirements of the District

Council in regards to the s. 106 funding Agreement. The Clerk confirmed this had been received and forwarded to the Council's working party, who would first meet to consider the matters raised.

Vale of White Horse District Council – Items postponed

Owing to the coronavirus, a referendum for a Neighbourhood Plan in the Vale had been postponed, as had the Police Crime Commission election scheduled for May. The Planning Committee was probably going to meet virtually to deal with major applications, and other applications were being determined by officers under delegated powers.

Next Local Plan

The District Council had put out a call for development sites for the next Local Plan. Cllr. Mrs. Webber would enquire if information as to all the sites submitted would be published.

Hardship Fund

Central Government had set aside funding for a hardship fund, and the District Council was working with businesses in regards to business rate relief. Letters had been sent to some 4500 businesses.

2020/74

Emergency Scheme of Delegation to Clerk/RFO – Covid 19

Council discussed delegated powers during the coronavirus crisis, and noted that the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panels Meetings (England and Wales) Regulations 2020 now provided for virtual online meetings. The Council therefore should be able to continue with its usual meeting cycle.

The Chairman called for a show of hands for those in favour of delegating to the officer, consulting with as many members as possible, to take necessary action in emergencies.

In favour	Against	Abstention
10	0	0

RESOLVED:

- (i) that during the period of restricted activity declared by the Government in respect of the Covid-19 virus, that the Council delegate to the Clerk/RFO in emergency situations, and in consultation with as many members as possible, to do anything expedient and necessary to ensure the continuous business of the Council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable. Such delegation to enable the Council to fulfil its responsibilities to its residents.
- (ii) that a record of actions taken be reported to Council

- (iii) that any two members of the Council be authorised to approve the payments to be made during the period that the delegation is applicable.
- (iv) that Standing Orders and Financial Regulations be updated accordingly

2020/75

Covid 19 - Parish Support

Council noted that Neil Rowe, Church warden, had established a group comprising local organisations and volunteers. The volunteers had established a support network, collecting prescriptions, undertaking shopping, and setting up a village “community larder” where residents could donate spare food items, and those in need could collect. This would be kept under review. Contact details of those offering support had been widely advertised. The volunteers were meeting the demands as they arose, and there seemed to be no difficulties. The parish support group met weekly via Zoom.

It was suggested that where there were narrow paths, e.g. southern side of the Anson field, or path Howard Cornish Road to Harding Way, that a one way system could be introduced, with an advice notice of which way to walk to ensure social distancing. It was thought that residents would not observe the recommended route. The power of the Parish Council to close the path alongside the Anson field was queried. Parish Councils had powers to assist the County Council with maintenance, but any temporary closure would need to come from the County Council.

2020/76

Community Facilities

Council noted that owing the Covid – 19 virus the building site had closed. It had opened temporarily to allow for the lighting to the Muga to be finished by an operative. The working party was continuing to finalise the Lease/Underlease and Management Agreement. As for the Agreement with the District Council for s. 106 funding, it had reviewed the terms of the draft document as they no longer were applicable, as the ownership of the hall site, and proposed Lease arrangements of the had changed. The Parish Council’s solicitor was advising on this. Cllr. Catherine Webber, offered to arrange a virtual meeting with officers at the District Council if the Parish Council thought it necessary.

Council considered quotations for property owners insurance of new hall and muga. Clarification was sought on some points. The Clerk would refer back to the insurance companies.

RESOLVED:

that the matter be deferred to a future meeting.

Sandra Hill gave a report on a meeting she had had with Abigail Brown, arts officer at the Vale of White Horse District Council regarding the proposed youth shelter. 3 quotations would be required for the District Council to consider. One local blacksmith had long standing

connections with Marcham, so she was keen to enable him to have the opportunity to provide a quotation. A visit to meet him and to view his work had been postponed owing to the Coronavirus. Abigail Brown knew of other blacksmiths who could provide quotations. A s. 106 funding application form will be completed in due course.

Council had previously agreed at the March meeting to pay the invoice for the floodlighting at the Multi-use games area. The cheque had not been released as the works had not been completed. The works had now been finished.

Council authorised the release of the cheque, once the lighting had been tested and fully commissioned as working.

2020/77

Oxfordshire County Council – Local Transport and Connectivity Plan – Engagement Activity

Council considered a note produced by Cllr. Yvonne Constance (County Councillor for Shrivenham) in regards to the A420, and agreed with the statements made. A comment was made that a road crossing over the A420 should perhaps be a bridge for safety. Concerns were made that no plan for the A420 should direct traffic along the A415, particularly in view of the Air Quality Management Area.

The Chairman called for a show of hands of those in favour of supporting the statements in the note prepared by Yvonne Constance

In favour	Against	Abstention
10	0	0

RESOLVED:

- (i) that this Council supports the statements made in the note prepared by Yvonne Constance
- (ii) that she be advised that this Council supports her statements.
- (iii) that comments on the Local Transport and connectivity Plan based on those prepared by Yvonne Constance be submitted to the County Council
- (iv) that comments also be included for a bridge over the A420, and that no traffic plan, particularly one for the A420, should direct traffic along the A415 in view of the Air Quality Management Area.

2020/78

Didcot and Surrounding Area – Infrastructure Improvements

Council noted the County Council's consultation on the widening of the A4130 road from A34 Milton Interchange towards Didcot, the new Science Bridge over the A4130, a new Didcot to Culham river crossing and a new Clifton Hampden Bypass. Cllr. Richard Webber advised that the project was dependent on the HIF (Housing Infrastructure Fund) bid. South Oxfordshire District Council would have completed its Local Plan by the end of the year. Once that was in place HIF money could be released and the detailed planning started. The earliest the bridge over the River Thames would be built would be 2025.

RESOLVED:

that no comment be made to the County Council.

2020/79

Parkside Allotments rear of North St – Unauthorised Access

Council noted that following an inspection of the site, there were signs of trespass on the allotments. Council discussed possible action to prevent this, including improved fencing, and erecting a substantial gate at the entrance to the site.

RESOLVED:

- (i) that a letter be written to the occupiers of the properties that backed onto the site asking for assistance in helping to ensure that trespass did not take place.
- (ii) the letter to point out that the land was private, in the ownership and control of the Parish Council, and therefore only the Council could give permission for access to the site.

2020/80

Vale of White Horse District Council – s. 106 application for sports hall funding

Council considered a request from the Vale of White Horse District Council to use £8737.10 of s. 106 sports hall contribution from the Abbots Grange development to install a disabled access at the front of the White Horse Tennis & Leisure Centre (ramp to replace steps/lift) and changing place facility within the sport hall changing area.

The Chairman called for a show of hands for those in favour of agreeing to the District Council's claim for the s. 106 sport hall contribution from the Abbots Grange development.

In favour
6

Against
3

Abstention
1

RESOLVED:

that this Council agrees to the Vale of White Horse District Council applying for and using £8737.10 of s. 106 funds from the Abbots Grange development for the White Horse Leisure and Tennis Centre

2020/81

Correspondence

- a) Tidy Britain – The National Spring Clean has been postponed
- b) Police and Crime Commissioner Newsletter - March
- c) Catesby Estates – Notification of an updated masterplan for the housing site south of the A415.
- d) Vale of White Horse DC – Community Support information – Covid 19 and notification that kerbside collection of electrical items, batteries and textiles would cease temporarily.

2020/82

Accounts

Council noted list of cheques numbered 3301 to 3308 and authorised payments in the sum of £6047.37 in respect of administration costs including legal fees, and play area checks. Council noted that the bank account in the name of Marcham and Frilford Joint Burial Committee had been re-named Marcham PC Cemetery account, and the bank had issued a new cheque book and paying in book in that name. Council noted that the interest rate at Newbury Building Society had been reduced to .5%. Council considered future meetings on a temporary basis, and whether to continue to use Zoom, and if so, whether to purchase one of meeting plans available. Members agreed that this meeting had been successful.

The Chairman called for a show of hands for those in favour of continuing with Zoom as a virtual meeting mechanism, and not subscribing to one of the upgrade packages.

In favour	Against	Abstention
10	0	0

RESOLVED:

- (i) that Council, continue to meet via Zoom, using the free meeting plan
- (ii) that the meeting arrangements be kept under review.

2020/83

Matters raised by members for information

Howard Cornish Road – Salvation Army Textile Bin overflowing

It was reported that the textile recycling bin was full and overflowing. Items were being left on the ground adjacent to the bin. Concerns were raised this could become a general tipping area. It was suggested that an article be placed on the village facebook page, requesting that clothes not be left for the time being.

Dog Waste Bin – Anson Field path rear of Baptist Church

It was reported that the dog waste bin rear of the Baptist Church was now behind heras fencing and was inaccessible. Residents were throwing bags containing dog faeces over the fence. These currently could not be cleared. It was suggested that a notice be positioned in the area requesting residents not to throw dog waste bags over the fence, but to take them home for disposal in the black domestic waste bin.

Noticeboard

Reference was made that at the last meeting, the member of the public had queried where he could find details of councillors, other than on the internet. A question was raised as to the location of a village noticeboard. It was noted that the Council's noticeboard was outside of

the Institute, but this was currently inaccessible owing to the redevelopment of the site. Unfortunately there was no public space to display information until the new village hall was finished.

2020/84

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2020/85

Date of Next Meeting

The next scheduled meeting of the Council would be the annual meeting to be held on Wednesday 13th May, 2020 at 7.30 p.m. via Zoom unless owing to the Covid-19 virus, arrangements changed.

The meeting closed at 9.29 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of a virtual meeting of Marcham Parish Council held on Wednesday 13th May, 2020 held virtually via Zoom, under powers granted by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020

Present:

Caroline Garvey, Sandra Hill, Michael Hoath, Kieran O’Leary, Ruth Mander, James Plumb, Tanya Rosenfeld, Peter Steere, David Walton (Chairman)
Clerk: Mrs. L. Martin
Joined by Councillors Richard Webber (County Councillor), and Catherine Webber (District Councillor) at 7.44 p.m.

- 2020/86 Apologies for Absence
There were no apologies for absence
- 2020.87 Resignation of Malcolm Denton
The Chairman announced that he had received a letter of resignation from Malcolm Denton. Council asked the clerk to write a letter of thanks for his long service to the Council and community.
- 2020/88 Declarations of Interest
Peter Steere declared an interest in the agenda item relating to Harding way the private acquisition of public open space in that he was a resident of Harding way and knew the applicant.

David Walton declared an interest in the agenda item relating to allotments in that his wife was an allotment holder.
- 2020/89 Minutes of the meetings held on 8th April, 2020
The draft minutes were approved as a correct record of the meeting, subject to amending a typographical error.
The Minutes to be signed as soon as practicable.
- 2020/90 Matters Arising from the minutes

Annual Parish Meeting – 21st May 2020
This meeting had been cancelled. The guest speaker on neighbourhood planning would be able to attend as a future date, by arrangement, should the meeting be rearranged.

Covid – 19 – Parish Support – Virtual Meeting
David Walton, Ruth Mander, and the clerk attended these meetings. There was a large group of volunteers within the village, supporting every street. A small grant fund was being managed by the Church and was available in cases of financial hardship.
The community larder scheme and prescription delivery service operated by Abimed's was successful. As the support scheme was operating well the next meeting of the Covid 19 parish support group would take place on 26th May.

Salvation Army Textile Bank – Howard Cornish ~Road

Arrangements had been made with Biffa to collect the items which were overflowing, however the arrangement was cancelled at the last minute, as the Primary School nursery came forward offering to take the sacks. It was reported that notices had appeared on the textile bank. The clerk advised that Mr. Denton had undertaken to place a notice on the textile bank advising that sacks of clothes should not be left.

2020/91 Cllrs. Richard Webber (Oxfordshire County Council) and Catherine Webber (Vale of White Horse District Council) joined the meeting.

2020/92 Annual Meeting of the Council

Council discussed the postponement of the annual meeting of the Council to May 2021. The Chairman called for a show of hands for those in favour of postponing the annual meeting to May 2021 at the latest, under powers granted by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020.

In favour
9

Against
0

Abstention
0

Council noted that Mr. Denton served on the personnel committee and as the Council's representative of the churchyard working group.

RESOLVED:

- (i) that the Annual Meeting of the Council be postponed until May 2021 at the latest. The annual meeting to be held earlier if practically possible.
- (ii) that Michael Hoath replace Malcolm Denton on the Personnel Committee
- (iii) that Caroline Garvey replace Malcolm Denton on the Churchyard Working Group.

2020/93 Public Participation

No members of the public had logged into the meeting.

2020/94 Planning Matters

a) Decisions on previous applications

P20/V0769/FUL Demolition of existing garage, replacement new parking, amenity space and associated dwelling
Land off The Farthings (adjacent no. 13)
Refused 7th May, 2020

P20/V0210/DIS Discharge of conditions 5 (parking), 7 (footpath link north), 10 (travel information pack) and 20 (charging points)

for electric vehicles) on application ref. P18/V2470/FUL
Variation of condition 2 - approved plans on application ref.
P16/V3224/FUL Erection of 47 dwellings with associated
means of access, car parking, footpath links, amenity space and
landscaping.
Land off Sheepstead Road

Permitted 21st April 2020

b) Applications dealt with prior to the meeting

None received

c) Planning Applications for consideration at the meeting

None received

d) Vale of White Horse District Council – Call for sites for the next
Local Plan

Council noted that local authorities were required to review the local
plan every five years and the District Council was beginning to work
on its next local plan 2041. An invitation had gone to landowners,
agents, developers and others. who were interested in having
land with different uses, considered for inclusion.

The question was asked of Cllr Catherine Webber as to whether a list
of sites submitted would be in the public domain. She would check
this point. The knowledge would be helpful in case the Council
undertook a Neighbourhood Plan.

2020/95 Councillor's Report – Cllr. Richard Webber and District Councillor's
Report – Cllr. Catherine Webber

These items were deferred to a later point in the meeting.

2020/96 Community Facilities

Council received a report on the current position in regards to the
construction of the hall, multi-use games area and works to the sports
pitches. The hall and muga were essentially finished and the 10 year
guarantee certificate needed to be issued, as did the gas certificate
confirming correct installation of the boiler. Council noted the
snagging list produced by the Council's surveyor following an
inspection in April. The sports pitches were being levelled, but were
not seeded.

The legal documents, Lease, Underlease, Management Agreement and
contract for s. 106 funding were progressing. Cllr. Catherine Webber
would approach Pat Connell, solicitor at the District Council in regards
to the Agreement with the District.

Council noted comments from the Clerk in regards to the insurance
quotations. Council's preference was to insure the building and muga
with Zurich insurance from the day of the Transfer to the Parish
Council. It was suggested that the policy for the building be sent to the

Marcham Community Group for checking in order to avoid duplication as MCG were taking out contents insurance. Council discussed the limit of hirer's cover. In view of the value of the buildings, it was thought appropriate to set the limit for this at £2million.

Council considered the draft application for some of the s. 106 art funding for the youth shelter. Slight amendments were suggested. Currently access to the site was prohibited, and it was therefore difficult to indicate the exact location for the shelter.

Council considered a request from Marcham Community Group to relocate the defibrillator at the primary school, to the hall site. After discussion as to the advantages and disadvantages, Council's preference was to leave it at the primary school.

RESOLVED:

- (i) that buildings insurance for the hall and muga be taken out with Zurich insurance from the date of the Transfer of the site to the Parish Council.
- (ii) that a copy of new policy with Zurich insurance be given to Marcham Community Group for checking to ensure that there was no duplication in regards to buildings and contents cover
- (iii) that the limit for hirer's liability be set at £2 million.
- (iv) that the draft s. 106 application for art funding be approved, subject to the amendments, and submitted to the Vale of White Horse District Council.
- (v) that the Council's defibrillator located on the external wall at the primary school remain at school and not be relocated to the new hall.

2020/97

County Councillor's Report- Cllr. R. Webber

Covid 19 – Funding was available from central government for approximately 30% of Oxfordshire's needs. The hospitals were doing extremely well, but there was some anxiety about death rates rising in non Covid cases, as people tended not to go to hospital when they needed to. Care home data was not easily available. Schools were open for children of key workers and it was felt that there was not sufficient discussion on the impact on teachers.

Mill Road – Bridleway bridge – Cllr. Webber advised that the County Council was hopeful of achieving a solution to the difficulties caused by the closure.

Cycle routes – A question was asked as to when the Government would start relaxing the rules and increase the space for cyclists at the expense of cars. This was commented on by Cllr. Catherine Webber.

- 2020/98 District Councillor's Report – Cllr Catherine Webber
Local Walking and Cycling Infrastructure Plan – The Plan preparation in the county had started with marking routes within Oxford and the District Council was hoping to prepare a Plan for Abingdon. She asked for information to be provided to her as to good routes for cycling in the area which could be included.
- Covid 19 – Office staff at the Vale of White Horse District Council had been moved to assist in other areas such as providing community support.
- Grants
 Business grants to offset the impact of Covid 19 had been awarded. The District Council was working on discretionary business grants, and funds would soon be available for this.
- Planning Committee – Meetings of the planning committee were going to be held virtually. There was, however, going to be no opportunity for the public to participate and address committee, and therefore there was no opportunity for Members to question the speaker. Written statements on behalf of the Parish Council, supporters and objectors would be acceptable. The first online virtual Planning Committee would take place on 26th May at 10.30 a.m.
- 2020/99 Cllrs. Richard Webber and Catherine Webber left the meeting at 20.42 p.m.
- 2020/100 New Road – Grass Cutting
 Council considered correspondence from a resident regarding the grass cutting in New Road. This requested the Parish Council to take on the highway verge cutting, as residents who had done it themselves from time to time were no longer able to do so. It was thought that there may be some confusion between the Parish Council and County Council regarding responsibilities for highway verge cutting. Council had some sympathy with the resident regarding the infrequent cutting of the verge, and considered whether it would wish to take on highway verge cutting under an agency agreement from the County Council.
- RESOLVED:
- (i) that the resident be advised that it was the responsibility of the County Council to cut highway verges
 - (ii) that Council would consider the matter of an agency agreement for highway verges in the Autumn when setting the budget for 2021/2022
- 2020/101 Marcham Churchyard
 Council considered a request from the Church, for the Parish Council to fund the cost, or contribute along with the Church, towards the cost of a temporary repair with hoggin, to the driveway from Church Street

and footpath from Denman steps to the main door of the Church. It was suggested that the Parochial Church Council supply quotations. A question was asked as to what was to be included in the quotations, as the driveway from the entrance gate part way along to a manhole cover could be improved, but the remainder of the driveway was satisfactory.

RESOLVED:

- (i) that this Council is minded to support the request for assistance with funding.
- (ii) that the Parochial Church Council be asked to provide quotations
- (iii) that the Clerk to the Council, too, seek quotations, once the exact area for the quotations had been established.

2020/102 Oxfordshire County Council – Proposed Diversion of Footpath 5 - part of Upwood Quarry

Council discussed the proposed temporary diversion of footpath 5 at hills aggregates of with quarry of the A 338 to 30th September, 2028 to enable sand extraction to continue.

RESOLVED:

- (i) that this council has no objection to the proposed temporary diversion of footpath 5 at Upwood Quarry.
- (ii) that the fact that the water levels in the adjacent Fen, a special area of conservation being monitored as the sand extraction works could have an adverse impact.

2020/103 Path Howard Cornish Road Harding Way

Council considered correspondence from a resident expressing concern that the trees along the path from Howard Cornish road to Harding way had not been trimmed in the last four years. The resident's view was that these had the potential to cause damage to nearby properties. The maple trees in question were subject to a tree preservation order, the Parish Council having taken responsibility for the area during the last few months. Members suggested that in correspondence from the resident be forwarded to the arboricultural officer at Vale of White Horse District Council asking for his advice in terms of what could be done in the context of the letter.

Council noted a quotation from Scottish Southern Electric for the power supply for lighting this path. In addition to this, there would be costs for lighting columns or bollards, and the erection of these plus connection to the supply when installed, for which approximate figures had been supplied. Total costs could be in the region of £9000. The next stage, if members were in general agreement to progress the matter, would be undertake consultation with nearby residents, and seek specific detailed quotations all aspects other than the work by Scottish Southern.

The s. 106 working party would review the terms of the s. 106 Agreement for the Vanderbilt development and the access to the commuted sum for maintenance of the public open space, being held by the District Council. An application for the funding would be drafted by the working party.

The Chairman called for a show of hands for those who supported the idea of lighting at this path

In favour
7

Against
1

Abstention
1

RESOLVED:

- (i) that the correspondence from the resident regarding the maple trees along the path from Howard Cornish Road to Harding Way be forwarded to the District Council's arboricultural officer seeking advice as to what could be done in the light of the content of the correspondence.
- (ii) that lighting on the path be postponed until the commuted sum for maintenance of the public open space was handed over to the Parish Council.

2020/104

Path – Harding Way northwards through to Mactaggart Mickel site south of the allotments

Council discussed the future maintenance responsibility for the path to be constructed by Mactaggart Mickel in the public open space on the east side of Harding way. It had been anticipated that this would become the Parish Council's responsibility, but there was a proposal that it be included in the section 38 Highway Agreement for the development site.

The chairman called for a show of hands for those who supported the the County Council taking on the responsibility for future maintenance of the path.

In favour
1

The chairman called for a show of hands for those who supported the the Parish Council taking on the responsibility for future maintenance of the path.

In favour
8

There was no call for a vote for those against, or abstentions

RESOLVED:

that the Parish Council take on the responsibility of the path to be constructed by Mctaggart Mickel

through the public open space at the eastern end of Harding way, and that it not be part of the developer's s. 38 Highway Agreement.

Peter Steere, having declared an interest in the following item took no part in the debate or voting in the following item.

2020/105

Harding Way – Public Open Space

Council considered a request from a resident in Harding Way for the acquisition of some of the public open space land to enable a house extension to be built. The Clerk had advised on the legal issues in regards to disposing of such land. It was unclear how large an area was required. Members considered seeking further information.

The Chairman called for a show of hands for those in favour of seeking more information from the applicant

In favour

5

The Chairman called for a show of hands for those in favour of not considering any disposal of land at all

In favour

3

RESOLVED:

In the first instance, full information as to the extent of land involved and the location of the proposed extension be obtained.

2020/106

Weed Spraying

Council confirmed that weed spraying should be undertaken twice in the season.

2020/107

Standing Orders

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.

2020/108

Allotments

Council considered a request from an allotment holder for fresh horse manure to be left at the allotment site, to rot down and be available for allotment users, to be continued to be brought back to the site once the tenancy of the pony paddock adjacent to the allotments ceased. Council noted that the pedestrian gate off Sheepstead Road and the vehicle gate at the eastern side were in need of repair. The Clerk had

asked the handyman to inspect these. New posts were required at the vehicle gate, and a bolt and chain would fit the hasp on the pedestrian gate to enable it to be kept shut.

Council considered comments that the pillbox off Cow Lane was overgrown and considered a request for the Parish Council to clear it. Council noted that the clerk had written to certain allotment holders who had not worked their plots recently, to see whether they wished to continue this season, and also written to some who were in arrears with rent as at 31st March 2020

RESOLVED:

- (i) that permission be given for the manure from the horses in the paddock, where the tenancy was to come to an end in July, be sited on the end plot near the trees, which did not currently have a tenant.
- (ii) permission was only for this season
- (iii) Council would review the matter when a new tenant occupied the paddocks.
- (iv) that Council funds the cost of repairs to both gates
- (v) that Council not undertake works to clear the pillbox
- (vi) that Council agreed to Notices to Quit being served on tenants in arrears with rent or who had ceased working their plots.

2020/109 Correspondence

a) Thames Water – Water Resources Management Plan

b) Vale of White Horse District Council – Covid 19 Business Grants information.

Council noted the possibility of applying for a business grant in relation to the running of the cemetery. Members had confirmed via email that it was not their wish for the application to be lodged.

The Chairman called for a show of hands to confirm that the Council did not wish to apply for a Business grant

RESOLVED:

that this Council did not want to apply for a business grant being offered by the District Council in regards to its cemetery function, although it was liable to pay business rates.

- c) OALC – April newsletter
- d) Cow Lane Paddocks – Notification received from the tenant that the tenancy will be surrendered in July. Steps were being taken to advertise the paddocks.
- e) Oxford Preservation Trust Awards – Nominations for Awards are invited before 30th June, 2020
- f) Oxfordshire County Council – Road works and Road Closure A338 at Hanney to allow for the installation of a new drainage pipe, commencing 26th May for 3 weeks.
- g) Healthwatch – May briefing

2020/110

Accounts

Council noted list of cheques numbered 3309 to 3316 and authorised payments in the sum of £5499.51 in respect of administration costs, play area checks, grass cutting, and allotment water.

Council considered the budget monitoring report for the year ending 31st March 2020, and the receipts and payments accounts showing the year end balances.

RESOLVED:

that the budget monitoring report and year end balance reports be accepted.

2020/111

Matters raised by members for information

There were no matters raised.

2020/112

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2020/113

Date of Next Meeting

The next scheduled meeting of the Council would be the annual meeting to be held on Wednesday 10th June, 2020 at 7.30 p.m. via Zoom unless owing to the Covid-19 virus, arrangements changed.

The meeting closed at 9.45 p.m.

Signed Date

MARCHAM PARISH COUNCIL
PERSONNEL COMMITTEE

Minutes of an extraordinary meeting of the Personnel Committee of Marcham Parish Council held at 7.30pm on Thursday 4th June 2020 held virtually via Zoom, under powers granted by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020.

Present: Mrs S Hill, Mr M. Hoath, Miss R. Mander, Mr D. Walton (Chairman).
Miss Mander took the minutes.

2020/PC/13 Apologies for Absence
There were no apologies.

2020/PC/14 Declarations of Interest
There were no declarations of interest.

2020/PC/15 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
4	0	0

2020/PC/16 Absence of the Clerk
The Committee noted that the Clerk is temporarily unable to carry out her duties as a result of ill health. The Committee considered two candidates with appropriate experience to act as Proper Officer who would be available at short notice. The Chairman called for a show of hands for those in favour of appointing Mrs Wendy Quigley as Interim Proper Officer.

In favour	Against	Abstentions
4	0	0

RESOLVED:

- (i) to appoint Mrs Wendy Quigley as Interim Proper Officer for the Council from 5th June 2020 until 12th July 2020 in the first instance.
- (ii) to recommend to full Council that the expenditure required for this appointment be approved.

2020/PC/17 Matters raised by members for information

None.

2020/PC/18

Date of Next Meeting

It was agreed that the Committee will next meet in July 2020 at a date to be agreed.

The meeting closed at 8.15pm

Signed: _____

Date: _____

MARCHAM PARISH COUNCIL

Minutes of a virtual meeting of Marcham Parish Council held on Wednesday 10th June 2020 held virtually via Zoom, under powers granted by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020

Present:

Cllrs Caroline Garvey (arrived at 8:04pm following technical issues), Sandra Hill, Michael Hoath, Kieran O'Leary, Ruth Mander, James Plumb, Tanya Rosenfeld, Peter Steere, David Walton (Chairman)
Interim Clerk: Mrs. W. Quigley
Councillors Richard Webber (County Councillor) and Catherine Webber (District Councillor).

2020/114 Absence of the Clerk

- a. It was noted that the Clerk was unwell and the Council extended best wishes to her for her recovery.
- b. It was **RESOLVED** to approve the employment of the Interim Proper Officer, Wendy Quigley.

In Favour
8

Against
0

Abstention
0

2020/115 Casual Vacancy

It was noted that further to the period of Notice of Vacancy, the Parish Council could move to advertise the vacancy in the MAD news.

2020/116 Apologies for Absence

None

2020/117 Declarations of Interest

None

2020/118 Minutes of the meeting held on 13th May, 2020

The draft minutes were approved as a correct record of the meeting, subject to the amendment of a typographical error.

2020/119 Matters arising from the minutes

- a) It was noted that the online training course for Neighbourhood planning was full, so our Councillors were not able to attend.
- b) Harding Way public open space – it was noted that the circumstances of the family next to the open area have changed, and they no longer wish to acquire some of the Council's land.
- c) It was noted that the notices on the textile bank in Howard Cornish Road regarding not leaving clothes have been put there by the VoWHDC.
- d) The Clerk has been in contact with the PCC to get further details about the PCC's wishes for repairs to the path and drive in the Churchyard.

2020/120 Public Participation

One member of the public logged in but did not wish to speak.

2020/121 Planning Matters

MARCHAM PARISH COUNCIL

a) Decisions on previous planning applications

None received

b) Applications dealt with prior to the meeting

P20/V1097/LB – New central heating system at 21 North Street.

Comments: Council had no objections per se, but as there were no elevation drawings included, it was difficult to assess position of flue, and its possible impact on the bedroom window. Gas Meter cupboard was to be sited on the outside of the cottage, and shown on an area which overhung the highway, and not part of the property.

P20/V1083/FUL 19 Mill Road Marcham Abingdon Oxfordshire OX13 6NZ.

Proposed wheelchair accessible two bed detached bungalow.

Comments: Council objected. The bungalow was in the front garden of 19 Mill Road, whereas existing housing is on the line of 19 Mill Road. Impact on street scene, and conservation area. Reference to screening on the application was doubtful, as the trees were in an adjacent garden, and therefore no planning conditions as to retention could be imposed. Access difficulties over a ditch, no clear information as to parking for the property, or for 19 Mill Road, and no turning area.

P20/V1101/FUL Land off Packhorse Lane Marcham OX13 6NU. Variation of condition 8 of application P16/V0644/O - to regularise the 'as built' material of the path - finished in hoggin - instead of tarmac as approved. Outline application for erection of 37 new dwellings, with associated works, garages, access road and public open space. (Phases 2 & 3) (as amplified by information received 7 October 2014).

Comments: Council objected. There were 2 issues – one the surface of the path, and the second the missing link paths to Pye site. The hoggin surface was breaking up, as were the edges, requested tarmac as per the planning approval. It was unsure of any standard for construction of the existing path, so there was no standard for future maintenance. Urged linking paths to be built to Pye site.

P20/V0600/HH 86 Howard Cornish Road. Move dining room window forward in line with garage and porch protrusions. Move porch wall over in line with lounge window (600mm) to extend porch area. Remove flat roof from dining room recess and porch and replace with pitched tiled roof. Remove internal wall between dining room and kitchen and replace with RSJ supported by pillars and pad stones.

Comments: Council had no objection, but requested materials to be in keeping with the house and other properties in the area, to avoid a clash in a prominent location.

c) Applications for consideration at the meeting

None received

2020/122

County Councillor's Report - Cllr. R. Webber

- The government has assigned money for improving cycle and pedestrian safety during the pandemic. The amount for Oxfordshire is limited so Cllr

MARCHAM PARISH COUNCIL

Webber has put in for better clearing of paths. The majority of funds will be required in the City and Towns to make the pavements wider and safer.

- Progress has been made on the Mill Road Bridge including the possibility of a temporary structure whilst the permanent structure is negotiated.
- The Oxfordshire pandemic stats are encouraging – in the lowest 10 of 150 areas as far as cases and deaths are concerned.

2020/123 District Councillor's Report - Cllr. Mrs. C. Webber

- South Oxford District Council local planning examination due in July. As a result Planning Officers from the Vale of White Horse DC are working for South and Vale at the current time.
- A virtual meeting of the planning committee has successfully taken place. The next one is on 24th June 2020.
- First full council meet coming up on 15th July 2020
- 95% of business grants have been paid. Pub in Shippon has not received the grant yet and Cllr Webber inquired whether the pub in Marcham has received help.
- Track and Trace continues but a lot of the testing is going to Swindon and the Vale of White Horse is getting very little. Whilst there has been a severe outbreak in Oxfordshire, this is not in the Vale or South.

2020/124 Community Facilities

- a. The tarmac has been laid, landscaping is complete and the MUGA is complete. The bike racks have been installed, seeding of the field has been done and the Football Pitch, Youth Football Pitch and Cricket Pitch have all been completed.

10 year guarantees have been issued for the new village hall in the name of Marcham Parish Council.

Report for the MUGA produced by Andrew Parsons is just awaiting photos. Final sign off on the snagging list for the building will be done a couple of days before completion to allow for final cleaning.

- b. The lease, underlease and management agreements between the Council and Marcham Community Group (MCG) from the 12th May 2020 were approved per minute ref 2020-54. The S 106 working party in the Clerk's absence, have responded to The Council's Solicitor's questions of 19th May relating to the lease and underlease. It was **RESOLVED** to ratify those responses.

In Favour
9

Against
0

Abstention
0

- c. The section 106 Funding Agreement has been negotiated by the Council's Solicitor with the Vale Solicitor. The S106 Working Party has reviewed this in the Clerk's absence. It was **RESOLVED** to approve the amended agreement. The resolution for the execution was previously agreed (minute ref 2019/279c.)

In Favour
9

Against
0

Abstention
0

MARCHAM PARISH COUNCIL

- d. Following the 2017 agreement between the Council and the Anson Trust, the buildings and car park are now to be transferred to the Council and not be leased. Additionally, the Nursery is no longer included in the agreement. The Deed of Variation records these changes to the agreement. Further to recent communication it has been further decided to remove the addition of Schedule 1 clause 3 as the Anson Trust no longer have a contract with the builder, Thomas Homes and this is therefore not appropriate. Under Schedule 1 clause 1.2 the sum of the grant to be advanced will be amended to £480,000 with the balance of £20,000 to be released once the grass is established and confirmation of this has been received by means of a report from the agronomist.

It was **RESOLVED** to approve the amended Deed of Variation.

In Favour	Against	Abstention
9	0	0

It was further **RESOLVED** to execute the Deed of Variation and for the Chairman and Vice-Chairman or two other Councillors to sign.

In Favour	Against	Abstention
9	0	0

- e. Completion date is targeted as the 19th June 2020. There is an issue with delays at the Land Registry meaning the transfer of ownership from the Anson Trust to Thomas Homes has not taken place despite being lodged on the 2nd January and therefore the onward transfer from Thomas Homes to Marcham Parish Council will be delayed. In order to meet with the Vale's requirements, owing to The Council being the beneficial owner not the registered owner, an agreement has been prepared such that, should it be required, the Anson Trust or Thomas Homes will serve notices on behalf of The Council, depending on who is the registered owner at the time. All the leases and transfers are to be completed and the funds are to be transferred on the same day and are to take place between the 5 sets of Solicitors.

It was **RESOLVED** to execute the lease between the Anson Trust and Marcham Parish Council and for the Chairman and Vice-Chairman or two other Councillors to sign.

In Favour	Against	Abstention
9	0	0

It was **RESOLVED** that the Vice Chairman or another member of the Council would need to declare that they accept the exclusion of section 24-28 of the Landlords and Tenant Act 1954.

In Favour	Against	Abstention
9	0	0

2020/125 Cllr Richard Webber and Cllr Catherine Webber left the meeting.

2020/126 Cow Lane Pony Paddock

It was **RESOLVED** to accept a bid for the Paddock for the year to July 2021.

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2020/127 Peat Moor Lane
It was noted that the entrance to Peat Moor Lane had been cleared and no further action was required.

2020/128 Trees on the Village Green
The Coronation Tree on the Village is possibly diseased. It was **RESOLVED** to approve the quote to carry out the works on this tree to remove the diseased section and others on the Green.

2020/129 Subscription to Local Council Review Magazine for 20/21
It was **RESOLVED** to continue receiving 5 copies. The Clerk is to update the recipient addresses and Ruth is to arrange for a sharing list for this.

In Favour

Against

Abstention

9

0

0

2020/130 Accounts

- a) It was **RESOLVED** to approve accounts for payment as per list circulated to members
- b) It was **RESOLVED** to approve section 1 the Annual Governance And Accountability (AGAR) statement for the year ended 31st March 2020
- c) It was **RESOLVED** to approve section 2 the Annual Governance And Accountability (AGAR) statement for the year ended 31st March 2020. It was noted that the figure in section 6 includes a deposit of £198,000 with the Solicitor.

2020/131 Matters raised by members for information
It was noted that the Baptist Church Hall is now officially closed.

2020/132 Items for MAD News
The e-mail address for the Interim Clerk to be included but to request that contact be kept to essential enquiries only.

2020/133 Date of Next Meeting:
The next meeting of the Council is scheduled to be held on Wednesday 8th July 2020 at 7.30 p.m. via Zoom unless owing to the Covid-19 virus, arrangements changed.

The meeting closed at 9.45 p.m.

Signed

Date

MARCHAM PARISH COUNCIL

Minutes of a virtual meeting of Marcham Parish Council held on Wednesday 8th July 2020 held virtually via Zoom, under powers granted by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020

Present:

Cllrs Caroline Garvey (arrived at 19:35), Sandra Hill, Michael Hoath, Kieran O'Leary, Ruth Mander, James Plumb, Tanya Rosenfeld, Peter Steere, David Walton (Chairman)
Interim Clerk: Mrs. W. Quigley, one member of public
Councillors Richard Webber (County Councillor) and Catherine Webber (District Councillor).

2020/134 Apologies for Absence
None

2020/135 Declarations of Interest
Michael Hoath has been invited to be an MCG Trustee.
Sandra Hill is good friends with the current owner of 70 Howard Cornish Road.

2020/136 Minutes of the meeting held on 10th June, 2020
The draft minutes were approved as a correct record of the meeting, subject to correction of a typo.

In Favour	Against	Abstention
8	0	0

2020/137 Matters arising from the minutes
Handover of the new Village Hall and Recreation Ground from MPC to MCG took place on 19 June 2020. MCG will be leaseholders of the Village Hall and Recreation Ground for the next 99 years.

2020/138 Public Participation
Member of public attending to listen to the allotment item.

2020/139 Planning Matters
a) Decisions on previous planning applications
P20/V1097/LB Installation of a new central heating system into the cottage, 21 North Street Marcham Abingdon OX13 6NG.
Decision: Listed Building Consent on 24th June 2020.

P20/V0676/HH Demolition of existing single storey rear outbuilding and erection of new single storey side and rear extension, widening front porch + alterations, 5 The Gap Marcham Abingdon OX13 6NJ.
Decision: Planning Permission on 10th June 2020.

b) Applications dealt with prior to the meeting
None

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- c) Applications for consideration at the meeting
 P20/V1480/MPO Modification of a section 52 agreement in connection with application P89/V0804/FUL to remove clause 2 which prevents the property from being leased to a registered provider.

70 Howard Cornish Road

	In Favour	Against	Abstention
Support	1	7	1
Object	3	5	1

It was RESOLVED to comment on the planning application:

- Concerns relate to internal noise control and sound proofing of wall adjoining the neighbouring property should be a condition of planning.
- The planning condition should be suspended for the current proposal only and should be re-imposed at such a time that the proposed use ceases.

P20/V1388/O Outline planning permission for residential development of up to 90 dwellings (Use Class C3) including means of access into the site (not internal roads) and associated highway works, with all other matters (relating to appearance, landscaping, scale and layout) reserved.

Land south of A415.

	In Favour	Against	Abstention
Support	0	9	0
Object	9	0	0

It was RESOLVED to object to the planning application:

- Access onto A415 deemed dangerous. A preference for the entrance to be opposite Howard Cornish Road and a roundabout to be installed at this location.
- Pre-agreement of access through the Willows must be a pre-requisite and should be a cycle path.
- The development would adversely affect the Air Quality Management Area as additional traffic would go through this area..
- There is insufficient capacity in the school. The result would be that children would need to be transported to other schools. This is not acceptable during the current climate emergency.
- The planned by-pass could alter the impact on flooding therefore a full review of flooding is required.
- Reserve matters discussed are the housing mix, solar panel, ground source heat pumps. The Council expects to be consulted in reserve matters.

2020/140

County Councillor's Report - Cllr. R. Webber

- The financial impact of the Corona virus Pandemic has impacted least on the Vale within the County as they are not heavily invested in shopping Centres. The County Council is expected to be £20m in debt this year as a result of Covid-19 and up to £40m next year.
- The government has decided to go for a change in the way local government is run across the whole of England. This will culminate in a white paper in September likely to involve the establishment of a single Unitary Oxfordshire Council and a combined authority along the Arc, up to Cambridge, which will have a mayor. This will have an impact on elections – the 2020 elections

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have already been postponed to 2021. If the change is going to happen, it is likely that they will look to postpone council elections by a further year meaning an extension to the term of office by two years. This will give rise to complaints about democratic accountability where the term has been increased from four years to six years.

2020/141

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

- Cllr Webber is on the Sub-Committee of Oxplan 2050 looking at how to deal with Oxfordshire and how to make our end of the Arc work for us. This is a Spatial framework – visionary document planning for 30 years. When it comes to examination stage it will not pass as that requires evidence. A change in the planning laws is required to allow for this.
- Planning; virtual meetings are commencing with public able to be involved.
- Community Hub is still available although shielding has now been relaxed while maintaining social distancing. Help can be obtained on 01235 422600 email communitysupport@southandvale.gov.uk for those that require support.
- There are 30 play areas in the Vale. Abbey Meadows play area in Abingdon has been opened: rules which have been imposed are: wash hands before and after use, come back when less busy and maintain social distancing
- Further grants are being made available: www.svbs.co.uk

2020/142

Cllr Richard Webber and Cllr Catherine Webber left the meeting 20:35.

2020/143

Children's Play Area

The Government advice is that playgrounds can be opened from 4th July. RoSPA will undertake an inspection of the play area in July. A risk assessment must be conducted prior to opening and is a requirement of the Insurance Company. There is a budget for minor repairs, should the RoSPA report indicate further repairs are required, these will need to be considered by the Council.

It was **RESOLVED** to re-open the play area dependent on RoSPA's report following their July inspection and subject to the completion of a risk assessment. M Hoath and K O'Leary to meet with W Quigley to carry out risk assessment.

In Favour	Against	Abstention
8	1	0

It was **RESOLVED** to authorise the Clerk in consultation with Chairman, to progress, and for Council to fund, any urgent repair works should items be identified.

In Favour	Against	Abstention
9	0	0

2020/144

Chestnut tree on the Village Green

To note that the VoWHDC has raised no objections to the Parish Council's proposal to carry out works to the trees on the village green, including the possible felling of the chestnut tree planted for the coronation of George VI if found necessary. Any works are required to be carried out within two years. The contractor will commence on 27th July 2020.

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Contractor to do remedial works and if necessary will remove tree.
Neighbouring residents are to be advised of this (Miss R Mander to liaise with W Quigley).

2020/145 Allotments

- a) The request from a parishioner to transfer her husband's tenancy of a Cow Lane allotment to her name following the sad death of her husband was considered. It was felt that this situation had arisen due to the tenancies of allotments being in a sole name and that such requests should be reviewed on a case by case basis. It was **RESOLVED** that the tenancy will transfer to her name in October.

In Favour	Against	Abstention
9	0	0

- b) The proposal from a parishioner that a committee of allotment holders might run the allotments was considered.

It was **RESOLVED** to set up a working party to review the operation of the allotment management.

In Favour	Against	Abstention
9	0	0

The working party is to be headed up by R Mander together with C Garvey and S Hill.

2020/146 Business Plan for new Community Facilities

The Business Plan for the new Community Facilities that has been prepared by Marcham Community Group was **NOTED**.

2020/147 Correspondence

- a) Oxfordshire County Council–Road Closure of Sheepstead Road for resurfacing works starting 1 September 2020. The anticipated completion date is 3 September 2020 (full closure 24hrs each day).

2020/148 Accounts

- a) The Internal Auditor's report for 2019/2020 was RECEIVED. It was AGREED that the P Steere join M Hoath on the “Review of Effectiveness of Internal Audit Working Party” and would review the internal audit process.

- b) Further to receipt of the Internal Audit Report, it was **RESOLVED** to approve section 1 the Annual Governance And Accountability (AGAR) statement for the year ended 31st March 2020

In Favour	Against	Abstention
9	0	0

- c) Further to receipt of the Internal Audit Report, it was **RESOLVED** to approve section 2 the Annual Governance And Accountability (AGAR) statement for the year ended 31st March 2020

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In Favour	Against	Abstention
9	0	0

- d) It was **RESOLVED** to vire sufficient additional funds from reserves to meet the costs of consultants.

In Favour	Against	Abstention
9	0	0

- e) It was **RESOLVED** to approve accounts for payment as per list circulated to members.

In Favour	Against	Abstention
9	0	0

- f) It was **RESOLVED** to change the signatories of the Council's bank accounts. The signatories are to be Miss R Mander, Mr K O’Leary, Mr M Hoath and Mrs S Hill.

In Favour	Against	Abstention
9	0	0

- g) The budget monitoring report for the quarter ending 30 June 2020 was **NOTED**.

2020/149 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.

2020/150 Matters raised by members for information
 Quote received for Tree and hedge works in Old and New sections of Cemetery, Marcham. This is to be put on the September agenda of the Joint Burial Committee.
 Issue with weeds coming through the patio paving at the new Village Hall. MCG to liaise with Thomas Homes – the issue is on the snagging list.

2020/151 Items for MAD News
 Mr D Walton & W Quigley to do item for August and September.

2020/152 Date of Next Meeting:
 The next meeting of the Council is scheduled to be held on Wednesday 9th September 2020 at 7.30 p.m. via Zoom unless owing to the Covid-19 virus, arrangements changed.

The meeting closed at 21:40

Signed

Date

MARCHAM PARISH COUNCIL

Minutes of a virtual meeting of Marcham Parish Council held on Wednesday 9th September, 2020 held virtually via Zoom, under powers granted by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020

Present:

Sandra Hill, Michael Hoath, Kieran O’Leary, Ruth Mander, James Plumb, Peter Steere, David Walton (Chairman for the commencement of the meeting)
Clerk: Mrs. L. Martin
Cllr. Catherine Webber (District Councillor)
Joined by Caroline Garvey at 7.40 p.m. and Councillor Richard Webber (County Councillor) at 7.55 p.m.

2020/153 Election of Chairman
Council noted that David Walton wished to resign as Chairman. He called for nominations for a Chairman to hold office until the next Annual Meeting of the Council.

It was moved by Peter Steere, seconded by Kieran O’Leary that Michael Hoath be elected Chairman. .

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

2020/154 Michael Hoath took the chair. A Declaration of Acceptance of Office as Chairman would be signed as soon as possible, given Covid restrictions.

2020/155 Replacement member for Personnel Committee
The Chairman called for a member to replace David Walton on the Personnel Committee.

It was moved by David Walton, seconded by Ruth Mander that Kieran O’Leary be appointed to serve on the Personnel Committee.

RESOLVED: nem.con
that Kieran O’Leary be appointed to serve on the Personnel Committee until the next annual meeting of the Council.

It was mentioned that it was intended that the Chairman of the Council should be the Chairman of the Personnel Committee. This could be considered when Standing Orders were reviewed.

2020/156 Apologies for Absence
There were no apologies for absence

- 2020/157 Caroline Garvey joined the meeting.
- 2020/158 Declarations of Interest
Michael Hoath declared an interest in the agenda item relating to Community Facilities as he served on the Finance Committee of the Marcham Community Group.
- 2020/159 Minutes of the meeting held on 8th July, 2020
The draft minutes were approved as a correct record of the meeting. The Minutes to be signed as soon as practicable.
- 2020/160 Matters Arising from the minutes
Village Green trees
Council noted that works to these trees had been undertaken and completed on 27 July.
- 2020/161 Public Participation
No members of the public had logged into the meeting.
- 2020/162 Planning Matters

a) Decisions on previous applications

P20/V1502/LDP Use of existing dwelling for people with learning difficulties
70 Howard Cornish Road
Certificate of Lawful Development granted 10 August, 2020

P20/V1480/MPO modification of S52 Agreement to permit the property to be leased to a registered provider
70 Howard Cornish Road
Permitted 6th July 2020

P20/V1500 LDP use of existing dwelling as accommodation for persons with learning difficulties
82 Howard Cornish Road
Certificate of lawful Development granted 10 August, 2020

P20/V1469/FUL Removal of condition 2 of P05/V0995 which permitted the use of the garage for parking only
82 Howard Cornish Road
Permitted 13th August, 2020

P20/V1101/FUL To regularise as buff material / hoggin, the paths as built
Monks Walk
Withdrawn 17th August

The planning enforcement officer had confirmed that the developer would install tarmac paths as per the planning

approval, in lieu of the gravel currently in situ. The officer had also confirmed that the paths linking the site to the adjacent willows development too would be installed as per the approved planning application drawings.

P20/V0660/HH move dining room window forward in line with garage and porch. Remove flat roof and replace with pitched roof. Internal alterations.

86 Howard Cornish Road
Permitted 10th July, 2020

b) Applications dealt with under delegated powers prior to the meeting

P20/V1820/HH oak timber-framed with tiled roof 2.5m height to eaves, garden shed/office sat on saddle stones. Floor space 3m x 3.5m

3 Mill Road

Comments: the Council objected as there was conflict between the location and block plans as to where the building was to be sited. There was no information as to the overall height, and no assessment of the impact on the adjacent listed building

P20/V1849/LB taking of core samples from the arch barrels of Noah's Ark bridge

A338 Wantage Road, Garford

Comments: Council had no objections

c) Applications considered at the meeting

None received

d) Planning Correspondence – Appeals

Notification of appeals:

(i) 19 Mill Road – The clerk had written to the Planning Inspector regarding process.

(ii) Land off The Farthings (adjacent to no. 13). No additional comments had been submitted to the Planning Inspectorate.

2020/163

District Councillor's Report – Cllr. Catherine Webber

Climate and Environmental

Catherine Webber reported that the District Council was changing specific "portfolio" responsibility to "themes". This would reduce the silo effect and members would have greater knowledge of what each other was doing She was going to have responsibility for climate and environmental issues.

Government Proposals to relax Planning

Catherine Webber had written an article on the government's proposals to relax planning. There was an expectation that housing number requirements would be doubled. Building Regulations were also being updated.

Covid grants

Emergency Covid grants were available. The total available was in the region of £50,000 - £70,000. Monies would be distributed via vouchers.

Thames Water- Reservoir

Catherine Webber had corresponded with a local resident concerned about the proposed reservoir. The general situation changed constantly. Thames water was working with Affinity Water in planning for the original sized large reservoir.

2020/164 Cllr. Richard Webber joined the meeting at 19.55 p.m.

2020/165 County Councillor's Report – Cllr. R. Webber

South Oxfordshire District Council – Local Plan

An online hearing had taken place in regards to the examination of the Local Plan. The inspector had appeared unwilling to change items.

Fyfield Planning Application – It was hoped that this planning application in due course, would address the traffic light issue at Frilford and take into account the air quality management area in Marcham by not increasing traffic volume.

Covid Update – Oxfordshire's Director of Public Health had advised of an increase in Covid within Oxfordshire, which was developing into a new serious spike in the number of cases.

Reorganisation of local government – it was difficult to understand the government's intentions in this regard as currently there were so many on going issues on different fronts. Robert Jenrick, the Secretary of State for Housing, Communities and Local Government was focusing on Planning and Building rather than on local government structure. It was, however, likely that unitary authorities would be considered.

2020/166 Community Facilities

a) Footway adjacent to entrance to Anson Field off Morland Road

Council noted comments from a resident to a Parish Councillor, regarding the entrance into the Anson Field since the new hall and Nursery had been built. The traffic using the entrance was thought to be travelling too fast and the area was dangerous as there were several pedestrians and young children attending the nearby primary school. The resident had been asked to keep a record of incidents. It was noted that Marcham Primary School and Little Angels Nursery had written to parents regarding traffic speeds and movements in the area.

RESOLVED:

- (i) that Cllr. Richard Webber be asked to arrange a site meeting with the County Council's highway department.
- (ii) that 2 parish councillors from Sandra Hill, Ruth Mander, and Peter Steere attend.

b) Litter Bins

Council considered a request from Marcham Community Group to install 3 litter bins in the Anson field near the hall. It was also noted that the litter bin on the highway verge in Morland Road, near the entrance to the site was broken and in need of replacing. Council noted the Clerk's comments on the responsibilities for the provision of, and emptying of, the litter bins. Cllr. Catherine Webber offered to contact the Vale of White Horse District Council regarding a replacement bin on the highway and advice in regards to bins in public recreation areas.

RESOLVED:

that this matter be deferred to a future meeting, when advice from the Vale of White Horse District Council via Cllr. Catherine Webber would be available.

c) Valuation of hall

Council noted correspondence from the district valuer confirming that the rateable value of the new village hall was £13,000.

d) Naming of one hall in memory of Christine Ricketts

Council considered, as landowner, a suggestion that one of the halls in the new facility be named in memory of Christine Ricketts and in recognition of the work she had done in the village. A plaque to be erected.

RESOLVED:

- (i) that Council agrees to the naming of the small hall in memory of Christine Ricketts
- (ii) that an offer being made, in principle, to contribute 50% of the cost of a plaque, provided costing information was put to the Parish Council for consideration in the first instance.

e) Direction signage for hall

Council considered direction signage for the new community facilities including a brown tourist sign. It also discussed any costs, any additional administration costs, imposed by the County Council and contributions from Marcham Community Group.

RESOLVED:

that the County Council be approached

in regards to direction signage.

f) Hall bookings for future Parish Council meetings

Council had previously resolved to move to the new hall for meetings in due course, on a Monday night if no other night were available. Council noted that the larger hall was available at £15.00 per hour, and the smaller office area at £5.00 per hour. Questions were asked regarding the availability of the smaller hall, and the costs quoted for the other rooms were disputed. A member advised that the larger hall was only being let to increase spacing available owing to social distancing rules, and that the smaller hall would be available.

RESOLVED:

- (i) that Marcham Community Group be advised that the Parish Council fully intended to move to the hall for its meetings, at a future date.
- (ii) for the time being, owing to social distancing requirements under Covid, and advice from NALC that virtual meetings of the Parish Council continue.

2020/167

Community Facilities – Risk Assessment

The Review of Internal Audit / Risk Assessment working party had prepared a risk assessment in regards to the new Community Facilities site. This was considered by Council.

RESOLVED:

- (i) that the risk assessment for the new community facilities be adopted as drafted
- (ii) that this risk assessment be reviewed early in 2021 when the next annual review of all risks takes place by the working party.

2020/168

Play Area

Council noted that the play area had been re-opened on 29th July. Michael Hoath and Caroline Garvey gave a report on a meeting that they had attended with a contractor to discuss possible works referred to in the RoSPA report. The RoSPA report had identified gaps in the safety tiles under the play equipment, which were deemed to be low risk. Vehicular access to the site was currently difficult owing to the Heras fencing erected around the sports pitches. The fencing was likely to be removed in a few months, once the new grass seeding for the pitches had taken.

RESOLVED:

- (i) that the matter of gaps in the tiles, identified as low risk, be deferred to the January agenda

- (ii) that the handyman continue to check the tile safety surfacing each visit, and to report immediately any changes.

2020/169 Harding Way – footpath around first public open space area, and trees at the eastern public open space/ path to Howard Cornish Road
Council noted that the application for the s. 106 commuted sum being held by the Vale of White Horse District Council for maintenance costs of the public open spaces within Harding Way had been lodged.

The edging of the circular tarmac footpath located within the public open space adjacent to 29 Harding Way had been reported as beginning to break up. It was noted that currently there was no safety issue. It was suggested that a professional survey of the path be undertaken to establish likely causes, and recommendations for rectification.

Advice from the Arboricultural Officer at the Vale of White Horse District Council was for the Parish Council to have a tree survey undertaken on the trees along the path from Howard Cornish Road to Harding Way, including the public open space at the Eastern end. Council considered 3 quotations for this.

RESOLVED:

- (i) that quotations be sought for a professional survey of the circular tarmac path in the public open space adjacent to 29 Harding Way
- (ii) that the quotation for a survey of the trees be accepted from Sylva Consultancy and the sum of £1700 be set aside for the purpose.

2020/170 Vale of White Horse District Council CIL contributions
Council noted that the Vale of White Horse District Council had identified CIL monies from the new development off Sheepstead Road to be constructed by Mactaggart Mickel which could be paid to the parish in October 2020. There was a sum of £1282.86 with two further sums due in January and July 2021. Once claimed, the parish had 5 years in which to spend it. If not claimed, the funds remained with the District Council until the Parish Council lodged a claim.

RESOLVED:

that the CIL monies in the sum of £1282.86 remain with the Vale of White Horse District Council for the time being.

2020/171 Allotments
Council received a report from the working party. As face to face allotment rent collection was unlikely to take place owing to Covid restrictions, and letters to allotment holders were to be sent out regarding rent, the recommendation was to include references in the

letter inviting tenants to comment on the way the allotments could be managed in the future, and to raise any issues with the Council.

RESOLVED:

that this suggestion be accepted by Council, and that the working party continue to review the operation of the allotment management.

2020/172

Churchyard Driveway/path

Caroline Garvey gave a report on a meeting she had had with one possible contractor to repair the driveway and footpath. A quotation was awaited. A member provided the name of another firm which might be interested in providing a quotation. The Clerk would contact them.

2020/173

Correspondence

a) Oxfordshire County Council - Footpath no 5 Diversion Order (Hills Aggregates site).

This Diversion order had been withdrawn owing to the fact that it contained incorrect grid references. The route, however, was still the same. Re-consultation had commenced.

b) Bus Service X15 Abingdon to Witney from 1st September was being run by Pulmans Coaches and not Stagecoach.

c) OALC August circular

d) SSE supply pole – Entrance to lane leading to Hyde Farm Nurseries

The Clerk had been contacted by a resident concerned regarding the stability of the pole as it had been damaged by a vehicle. Sandra Hill had reported this to SSE.

e) Information Commissioner Office – Data Protection Renewal requirement from 11th October, 2020.

f) Abingdon Bridge – Newsletter August

g) OALC – Deadline for consultation on proposed new Code of Conduct, extended to 28th August. No comments had been submitted by the Parish Council.

2020/174

Accounts

Council noted the list of cheques numbered 3336 to 3352 and authorised payments in the sum of £7498.68 in respect of administration costs, works to trees, play area inspections, litter pick and grass cutting. Council considered the internal auditors observations for the 2019/20 audit. There were 5 points: Financial Regulations, the budget for grants being exceeded, a specific minute being required for the approval of the budget, review of asset register, and the Clerk's contract. Members noted the Financial Regulations and asset register had been reviewed during the 19/20 year, the matter regarding the review of the Clerk's contract had been referred to Personnel Committee. Other points regarding a specific minute concerning the budget and grants would be taken into account in future years.

Council considered the signatories for the Nat West Bank account. Council considered the renewal of the insurance both on an annual and three yearly agreement, and looked at quotations from 3 providers

RESOLVED:

- (i) that the audit observations be noted and appropriate action taken where required.
- (ii) that Ruth Mander, Kieran O’Leary, Sandra Hill, Peter Steere and Michael Hoath act as signatories on the Nat West bank accounts, along with Linda Martin as Responsible Financial Officer
- (iii) that a 3 year agreement be entered into with Ecclesiastical Insurers for insurance purposes commencing 1st October 2020.

2020/175 Matters raised by members for information

Zebra Crossing – Belisha Beacon

It was reported that the beacon at the top of the pole on the northern side of the zebra crossing had been hit by a vehicle. The Clerk would report this to the County Council.

Hoggin paths

There was general reference to hoggin paths, and whether the hoggin in the paths in Monks Walk could be re-used in the Churchyard. It was thought that this would be the base for the tarmac surface, and not removed. Paths near the new village hall were hoggin and it was thought that they should be tarmac. Michael Hoath would raise this with Marcham Community Group.

A415 – exit from Marcham Recreation Ground

It was reported that the exit from the Recreation Ground onto the A415 was difficult as there was limited view. It was suggested that there be a mirror opposite, and that the vegetation on the verge to the west be cut back.

The member would be provided with the details of Fix my Street, to report the vegetation growth to the County Council. The Clerk would investigate road mirrors.

2020/176 Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2020/177 Date of Next Meeting

The next scheduled meeting of the Council would be held on Wednesday 14th October, 2020 at 7.30 p.m. via Zoom unless owing to the Covid-19 virus, arrangements changed.

The meeting closed at 9.18 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of a virtual meeting of Marcham Parish Council held on Wednesday 14th October, 2020 held virtually via Zoom, under powers granted by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020

Present:

Sandra Hill, Michael Hoath, Kieran O’Leary, James Plumb, Tanya Rosenfeld
Peter Steere,
Clerk: Mrs. L. Martin
Cllr. Catherine Webber (District Councillor)
Cllr. Richard Webber (County Councillor)
Joined by Ruth Mander at 7.35 p.m.

- 2020/178 Apologies for Absence
 There were no apologies for absence
- 2020/179 Declarations of Interest
 There were no declarations of interest.
- 2020/180 Ruth Mander joined the meeting during the following item.
- 2020/181 Casual Vacancies
 The Clerk explained the procedure for dealing with casual vacancies.
 The District Council had authorised the Parish Council to proceed by
 way of co-optation for the seat previously occupied by Malcolm Denton.
 The vacancy created by the resignation of David Walton had been
 notified to the District Council and the formal Notice posted. It would
 be clear by the next meeting whether a formal election had been
 demanded.
 The vacancies had been advertised locally and enquiries had been
 received.

RESOLVED:

- (i) that all candidates be advised that the Council would co-opt at its November meeting, and an invitation extended to them to attend.
- (ii) that in preparation for consideration for co-optation all candidates submit brief information about themselves

- 2020/182 Minutes of the meeting held on 9th September, 2020
 The draft minutes were approved as a correct record of the meeting.
 The Minutes to be signed as soon as practicable.

A query was raised as to likely tenants, in regards to a planning application at 82 Howard Cornish Road, as that related to a change of use to Planning Class C3, a shared occupancy dwelling for residents in supported housing. Cllr. Richard Webber would make enquiries of the County Council as to the future occupants.

2020/183 Matters Arising from the minutes
There were no matters arising.

2020/184 Public Participation
No members of the public had logged into the meeting.

2020/185 Planning Matters

a) Decisions on previous applications

P20/V1849/LB Taking core samples from arch barrels of bridge
Noah's Ark Bridge, A338.

Permitted 1st October, 2020

P20/V1820/HH Oak Timber framed with tiled roof 2.5, to
eaves garden shed / office, sat on staddle stones. Floorspace 3 x
3.5 m. Bifold doors, windows facing garden

3 Mill Road

Permitted 29th September, 2020

P20/V1419/DPO Discharge of planning agreement in 2003
tidying dwelling house to for use of land as vineyard.

Letter issued by Vale of White Horse District Council
confirming that it was not considered that there was still a
planning reason to tie the buildings and land together.

Agreement released 8th September, 2020

b) Applications dealt with under delegated powers prior to the
meeting

P20/V2155/HH Alterations to existing detached garage to form
guest bedroom/playroom. Enlargement of first floor by
provision of two gables.

Pinetops, Oxford Rd, Frilford

Comments: Council had no objections to the building works, but
requested that materials match the existing and were in keeping
with the surroundings. It also requested a condition that, as the
garage was to be used as living accommodation, the residential
accommodation should be occupied only as accommodation
ancillary and incidental to the existing dwelling on the site, and
not be occupied separately, and that no separate curtilage should
be created.

P20/V1388/ Residential development of up to 90 dwellings
Land south of A415

Air Quality Assessment update

Comments: Council noted that the revised Air Quality
Assessment accepted that there was some impact on the air
quality from the development, but the assessment

document concluded that that was permissible. The Parish
Council disagreed stating that adverse impacts on air quality and
the consequent impact on public health were not acceptable.

c) Applications considered at the meeting

The Parish Council was not a formal consultee for the following application on land east of Kingston Bagpuize, but wished to submit comments to the Vale of White Horse District Council.

P18/V2791/O 660 homes, 70 care units, local centre with mixed usages, primary school and road construction
Land East of Kingston Bagpuize

RESOLVED:

that the Clerk in consultation with the planning working group Mike Hoath and Ruth Mander finalise comments in regards to the impact on air quality and the inappropriate use of the Gozzards Ford road.

2020/186

County Councillor's Report – Cllr. R. Webber

Primary School capacity – Cllr. Webber confirmed that currently the school was considered to have sufficient capacity for any children from the proposed new 90 Houses south of the A415. Mike Hoath asked if this information were in writing from the County Council, and if so, he requested a copy.

Covid Update - Oxford city and the remainder of the county were considered to be medium risk and therefore came within the Government's Covid Alert Level of Tier 1, although the city itself had risen in terms of its risk.

Local Government Review - A planned meeting in September had been postponed. Owing to the elections due to be held in May 2021, there was no time for a wholesale review. The matter would be considered again after the elections.

Flooding – Owing to heavy rainfall, the drainage systems were not coping well, and Thames Water was under pressure. Cllr. Webber requested that he be informed if there were flooding issues in Marcham so that he could obtain photographic evidence.

Oxfordshire County Councillor – Priority Funding – Marcham's allocation of Priority Funding for 2020/21 was being given to Marcham Community Group towards the running costs of the new village hall.

2020/187

District Councillor's Report – Cllr. Catherine Webber

Dog Waste Bins – The Vale of White Horse District Council was undertaking a parish survey of dog waste bins. Currently many were

emptied by the District Council, but in future these would become the responsibility of the respective Parish Council.

Village Hall Litter Bins – The Vale of White Horse District Council considered the village hall commercial premises, as it had a bar. As such, they would not provide an emptying service for litter bins. They would, however, replace the bin on the highway sited adjacent to the entrance to the Anson Field off Morland Road.

Monks Walk / The Willows - Fly Tipping – Builders’ debris and brick rubble had been dumped into the drainage ditch between these two housing developments. It was thought to arise as residents had discovered brick rubble when digging the gardens of these new village properties, and had dumped it off site. The Vale of White Horse District Council was contacting the Management Companies of both housing developments.

Business Grants – Businesses could receive grants of £1334 per month, for properties with a rateable value of £15,000 or under, grants of £2000 per months for those with a rateable value of £15,000 - £50,000 or £3000 per months for those with a rateable value of £51,000 or over.

Electrical Charging – Electrical car charging points were being installed in a range of car parks in 2021. Also to be introduced was civil parking enforcement. There were to be 2 levels of penalty charge £70 for serious offences, and £50 for less serious.

2020/188

Community Facilities

a) Litter Bins

Council discussed at length the request from Marcham Community Group, for 3 litter bins, bearing in mind the report from Cllr. Catherine Webber as to emptying. Sandra Hill proposed, that in view of Covid restrictions and the use of the hall, that 2 bins be purchased in the first instance, and the situation be monitored. Council considered the emptying of them.

The Chairman called for a show of hands for those in favour of the Parish Council purchasing two external litter bins for use in the recreation field near to the village hall, and for funding the emptying for a period of one year.

In favour	Against	Abstention
7	0	0

RESOLVED:

- (i) that the Council purchases 2 litter bins and funds the emptying of them for one year.
- (ii) that Marcham Community Group, as tenant of the land be advised that they will be expected to take over the emptying of them at the expiration of one year.

b) Direction Signage

Council noted that the County Council could assist with the provision of direction signage, but would not be able to fund it. The County Council was seeking a quotation for the provision of 3 finger pointer signs to be erected to lampposts on the A415 opposite Howard Cornish Road, in Howard Cornish Road opposite Morland Road and by the entrance into the Anson Field.

c) Pumping Station

Council noted correspondence from Thomas Homes advising that the company had collected contributions from the new residents of the houses towards maintenance of and electricity used in the pumping station. As MCG had the Lease of the land where the pumping station was situated, and the responsibility for its maintenance, Thomas Homes had been asked to pay the funds to MCG.

d) Entrance into the Anson Field

Cllr. Webber advised that he was awaiting a date from the County Council officers as to when an on site discussion could take place regarding the entrance into the field and whether changes could be made if found to be dangerous.

2020/189

Harding Way - Footpath around first public open space area, and trees at the eastern public open space/path to Howard Cornish Road

Council noted receipt of confirmation from the Vale of White Horse District Council that the application for the s.106 funding (commuted sum from Vanderbilt developers) was on the agenda for its Senior Management Team meeting on 22nd October.

Council noted that the aboricultural consultant had been instructed and the tree survey was commencing on 15th October, 2020.

The Clerk had consulted with a tarmacadam contractor in regards to the failing footpath, and also with Vanderbilt developers. The contractor's report, following an inspection of the path, was noted, as were comments from Vanderbilt Homes Ltd as to their opinion as to the cause of the failure of the path. It was noted that other paths within the development had not failed in the same way. Reference was also made to trees within the public open space area that had been snapped in two.

RESOLVED that:

- (i) the position regarding the s. 106 claim be noted
- (ii) that the start date for the aboricultural specialist be noted
- (iii) that the Clerk continue to correspond with Vanderbilt Homes in an attempt to have the problems with the path rectified.
- (iv) that trees on the site be discussed at a future meeting.

2020/190

Cllrs. Catherine and Richard Webber left the meeting at 8.26 p.m

2020/191

Parishioner of the Year

Discussion took place as to the Parishioner of the Year award.

RESOLVED:

that the Clerk advertise for nominations in the next issue of Marcham and District News.

2020/192

Churchyard driveway / path

Council noted the position in regards to quotations received for works to the Churchyard.

RESOLVED:

- (i) that authority be given to the Clerk in consultation with Caroline Garvey, to negotiate with the Parochial Church Council, the required repairs to the path and driveway within the Churchyard
- (ii) that authority be given to spend up to £2250
- (iii) that the funds be vired from reserves

2020/193

Remembrance Sunday – Arrangements

Council noted comments from the Chaplain at All Saints Church, Mark Newman, in regards to the format for the Service on 8th November, and possible wreath laying afterwards. Council noted that an application had been made to the Vale of White Horse District Council for the usual road closure Order for the A415 between 10.45 a.m. and 12.15 p.m. This would minimise any impact on the bus service. A wreath had been requested from the Royal British Legion. Council considered the amount of the donation to the Poppy Appeal. Following an article in Marcham and District News residents had expressed an interest in helping clear the war memorial area. One had started clearing the garden area, and a risk assessment had been undertaken for any volunteers.

It was moved that a donation of £120 be given to the Royal British Legion Poppy Appeal. The Chairman called for a show of hands of those in favour

In favour
7

Against
0

Abstention
0

RESOLVED:

- (i) that the arrangements for the format of any service and wreath laying at the war memorial be delegated to the Clerk in consultation with the Chairman, Mike Hoath, and Vice-Chairman, Ruth Mander
- (ii) that a donation in the sum of £120 be given to the Royal British Legion Poppy Appeal

- (iii) that the volunteer risk assessment be noted
- (iv) that the clearing of the war memorial garden be monitored and members offer assistance if required

2020/194

Arboretum – Litter Bin

Council considered a request to install a litter bin in the Arboretum. There had been some dog faeces left around, and litter during the Summer. As winter was approaching, the use of the area could be less. It was proposed that the situation be monitored in the first instance and the request considered again in one year's time.

The Chairman called for a show of hands of those in favour of monitoring the litter situation and reconsidering the request for a litter bin in one year's time.

In favour	Against	Abstention
6	1	0

2020/195

Correspondence

a) Oxfordshire County Council – Footpath no. 5 Diversion Order (Hill Aggregates site). The Diversion Order had now been made.

b) OALC – September circular

c) South and Vale Citizens Advice Bureau – Annual General Meeting 20th October, 2020 at 7.00 p.m.

d) Vale of White Horse District Council – Planning Policy Update

e) Vale of White Horse District Council – Safety information as to events held during Covid

f) Letter from resident regarding a flu vaccination clinic in Marcham

Council had received a letter requesting assistance in setting up a flu vaccination clinic in the village hall. This too had been sent to the village hall committee. Council was of the opinion that it would be difficult to arrange, as the village was not too far from the town centre where local GPs held their own flu vaccination clinics, so medical providers were unlikely to be prepared to hire the hall. Those residents particularly vulnerable and unable to attend doctors' surgeries were visited by the District Nurse. There were local taxis and transport services for those unhappy about using the local bus service.

RESOLVED:

that this Council advise the correspondent that it was of the opinion that village flu clinics would not be generally supported by all, and it was therefore sorry it could not assist in the setting of up flu vaccination clinics in Marcham village hall.

2020/196

Accounts

Council noted the list of cheques numbered 3354 to 3359 and authorised payments in the sum of £4728.32 in respect of administration costs including insurance, play area inspections, litter pick and grass cutting. (Cheque no. 3353 related to an internal transfer). Council noted that the National Joint Council for Local Government Services had reached an agreement with National Employers on salary scales. A 2.75% had been agreed with effect from 1st April, 2020. Council noted that HMRC had increased the home working allowance by £2 per week with effect from April 2020.

RESOLVED:

that as the Clerk was employed under NJC terms, that the salary paid be increased by 2.75% and the additional home working allowance of £2 per week be paid. Both to be backdated to April 2020.

2020/197

Matters raised by members for information

Pizza Van

Reference was made to the possibility of a pizza van visiting the village, as this had been mentioned on the village facebook page. Ideas for suitable locations for parking were invited should this progress. Locations were suggested, including the village hall car park. The Lease would be checked as to restrictions.

Village Hall

It was suggested that this be an agenda item each month. Issues in need of checking were the snagging list and the legal documents to clarify responsibilities. A pathway had been installed. It seemed to be a thin layer of sand. Queries were raised as to whether this should be tarmac. It was thought that this path was not on the original plans but had been installed as an additional item by the developer. Mike Hoath and Ruth Mander would raise the issue of the path with Marcham Community Group.

Finance – balancing as at 30th September, 2020

The report on account figures as at 30th September, 2020 had been postponed, as the bank statement as at the end of the month had not been received in time for the calculations to be prepared, and therefore not included with the agenda.

Grant Applications – November meeting

Mike Hoath referred to a possible grant application from Marcham Community Group. He stated that he would be declaring an interest in this item and would not wish to be Chairman during discussion. Ruth Mander, as Vice-Chairman, was also connected with Marcham Community Group. He asked that members consider someone to be Chairman for this item at the next meeting, Peter Steere offered.

Budget 2021/22

The Chairman referred to the complexity of the accounts in that s. 106 funding for public open space maintenance on the Harding Way development was awaited, CIL funding was available to be claimed from the District Council, and there were also reserves in the community fund. He advised members to think about the precept claim.

Personnel Committee

The Chairman referred to the fact that he wished a meeting of the Personnel Committee to be called. He advised that the former Chairman had resigned. He would circulate a list of likely agenda items to those members on the Committee.

2020/198

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2020/199

Date of Next Meeting

The next scheduled meeting of the Council would be held on Wednesday 11th November, 2020 at 7.30 p.m. via Zoom unless owing to the Covid-19 virus, arrangements changed.

The meeting closed at 9.15 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of a virtual meeting of Marcham Parish Council held on Wednesday 11th November, 2020 held virtually via Zoom, under powers granted by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020

Present:

Caroline Garvey, Sandra Hill, Michael Hoath, (Chairman), Kieran O’Leary, Ruth Mander, James Plumb, Tanya Rosenfeld, Peter Steere.

Clerk: Mrs. L. Martin

Cllr. Catherine Webber (District Councillor)

Cllr. Richard Webber (County Councillor)

- 2020/200 Apologies for Absence
There were no apologies for absence
- 2020/201 Declarations of Interest
Michael Hoath declared an interest in the agenda item relating to the grant application from Marcham Community Group, in that he was a Trustee of the Group. He also declared an interest in the grant application from Thirsty Café, as the Café was a future user of the hall managed by Marcham Community Group.
Sandra Hill declared an interest in the agenda item relating to the grant application from Marcham Colts Football Club in that her son in law was the applicant.
Ruth Mander declared an interest in the agenda item relating to the grant application from Marcham Community Group, in that she was a Trustee of the Group. She also declared an interest in the grant application from Thirsty Café, as the Café was a future user of the hall managed by Marcham Community Group.
- 2020/202 Minutes of the meeting held on 14th October, 2020
The draft minutes were approved as a correct record of the meeting.
The Minutes to be signed as soon as practicable.
Cllr. Catherine Webber (District Councillor commented that in minute 2020/187 her report on Electric Charging and Civil Enforcement implied that civil enforcement would commence immediately. She clarified that this would not commence until the end of 2021.
- 2020/203 Matters Arising from the minutes
Hall – Direction Sign
Council noted that it would be possible to affix only one sign to an existing pole, the other two, would require separate poles. The County Council had asked for a design of a sign to be submitted to them so that accurate quotations could be obtained. Ruth Mander had considered designs. General discussion followed. Members were of the opinion that a standard highway finger pointer sign would suffice.

2020/204 Public Participation
No members of the public had logged into the meeting.

2020/205 Casual Vacancies
Council noted that the Vale of White Horse District Council had confirmed that an election had not been demanded in regards to the vacant seat created following the resignation of David Walton, and that the Parish Council could proceed to co-opt.
Council noted that there had been several enquiries and one applicant for the previous vacancy, and he had been invited to attend the October and November meetings, as well as having reminders. Unfortunately he was not in attendance.

RESOLVED:

that co-option be deferred until the applicant was in a position to attend a meeting and Members had had the opportunity to meet and speak to him.

2020/206 Planning Matters

a) Decisions on previous applications

P20/V2155/HH Alteration to detached garage to form guest bedroom/playroom. Enlarge first floor by the provision of 2 gables.

Pinetops, Oxford Road, Frilford

Permitted 19th October, 2020

(subject to a condition that it was to be used ancillary to and incidental to the main dwelling)

b) Applications dealt with under delegated powers prior to the meeting

P20/V2564/HH Edwardian style conservatory to be installed at the rear of the property

Sheepstead Lodge, Sheepstead Road

Comments: Council had no objections providing the materials, and colour of windows matched the existing.

c) Applications considered at the meeting

P20/V2702/HH Roof extension to form additional habitable space at first floor level

Trinafour, Abingdon Road

Comments: Council had no objections or comments to make

d) Planning Correspondence – CIL

Council noted correspondence from the Vale of White Horse District Council advising that it had not received the expected CIL payment (£1232.86) as at 1st September from Mactaggart Mickel. An application from the developer to delay payment owing to Covid 19 had been agreed by the District Council. The sum would become due in March 2021.

Covid 19 - All Council leaders had requested that the whole county be moved into Tier 2 (High alert) of the Government's Covid Alert levels. Oxfordshire's MPs had requested that only Oxford City itself be moved up a tier. Government had accepted the view of the MPs. A national lockdown was then introduced from 5th December. Concerns had been raised by the Director of Health regarding the cost of food when the transition period for Brexit came to an end. There was also thinking that if the lockdown did not work in Oxfordshire, then schools may not get through to the end of term.

Howard Cornish Road – Safety - Cllr, Webber was aware of concerns raised by a resident regarding the safety of crossing Howard Cornish Road in order to access the school with children. This was particularly owing to traffic speed. If anything could be achieved it would be a very long project involving much consultation. Cllr. Webber referred to the local councillor's priority fund which possibly could contribute towards the costs should anything such as traffic calming 20mph limit be possible. A member reminded him about a footway in North Street which too could benefit from the priority fund. Discussion followed on likely costings for a footway. Comments from the Parish Council would be invited in due course on any use of the priority fund. These items could be included in discussions with the County Council highways officer when he attended the site meeting in Marcham.

Bridleway 17 – Bridge over river Ock - Mill Road

Discussions were ongoing between the County Council and the landowner regarding the repair of the bridge.

Morland Road – Entrance to Anson Field

Cllr. Webber was arranging a site meeting with County Council officers to discuss the field access and road issues. Officers had been seconded to other areas owing to Covid and were under pressure.

District Councillor's Report – Cllr. Catherine Webber

Covid 19 update - Cllr. Catherine Webber provided an update report. Officers at the District Council were very much involved in the support required to deal with the Covid epidemic, and other projects were slow to start. Central Government had amended the contact restrictions from 5th November. There were 9500 extremely vulnerable people within the Vale of White Horse district. Cllr. Webber advised as to which departments of the District Council were operating, and provided information as to emergency assistance grants. New cases of Covid within Oxfordshire had amounted to 900, with many in the over 60 age group but not necessarily connected to care homes.

Remuneration Panel

Cllr. Webber advised that she had attended a meeting of the District Council's remuneration panel, and had learned that Parish Councillors could be paid. The Clerk confirmed that legislation provided for allowances to be paid to elected Parish Councillors. This was generally

a small sum to offset expenses, and any payment had to be made in accordance with the Remuneration Panel's recommendations.

A question was asked by a member, as to what happened to the money if it were not paid. Clarification was provided that any payment would come from the precept, so the precept requested from the District Council would be adjusted accordingly depending on whether an allowance was paid or not.

- 2020/209 Howard Cornish Road – crossing
Council discussed correspondence regarding a resident's difficulties crossing Howard Cornish Road accompanied by several children on her way to and from the primary school, owing to speeding traffic. It was noted that cars parked along different lengths of the road causing difficulties. Possible ideas included a 20 mph limit, double yellow lines, or a zebra crossing, although it was noted that siting this outside residential property may be problematical. Other suggestions included progressing the purchase of a speed gun, children designing road signs, or 30mph stickers on the side of wheelie bins. In the first instance Cllr. Richard Webber would check the accident statistics held by the County Council, and Cllr. Catherine Webber would check with the District Council in regards to placing 30 mph sticky signs on the side of wheelie bins.

- 2020/210 Vale of White Horse District Council – Consultation on car parking
The Vale of White Horse District Council was undertaking consultation in regards to amendments to their car parking policy. Items included the installation of electric car charging points, and the gradual withdrawal of residents parking permits. Marcham was not directly affected. Council discussed this and

RESOLVED:

- (i) that it supported the installation of charging points.
- (ii) that no comment be submitted to the Vale of White Horse District Council.

- 2020/211 Cllrs. Catherine and Richard Webber left the meeting

- 2020/212 Howard Cornish Road – Correspondence regarding the inability to cross in safety
This item had been considered as part of the report by Cllr. Richard Webber (County Councillor).

- 2020/213 Community Facilities
Council noted that the hall was closed owing to the Government's lockdown. It was unlikely that the bar would be open before Christmas. Apparently there were some minor snagging items identified by the tenant who was raising these issues with the developer. It had been noted from the village newsletter, Marcham and District News, that consultation was going to commence in regards to art work on the hall site. Groups, as well as individuals would be consulted. As

landowner, and also as the Parish Council, the Council should be included.

A letter from resident, sent to Marcham Community Group, and also to the Parish Council had been received. This related, inter alia, to car parking at the hall site. Members noted that it had been left to MCG as the organisation responsible for the hall site to respond.

RESOLVED:

- (i) that MCG be asked to provide a copy of any snagging list they had created
- (ii) that MCG be reminded that the Parish Council should be consulted in regards to the artwork project

2020/214

Harding Way – path in public open space

Council noted comments from Vanderbilt, the developers of Harding Way properties in regards to the public open space footpath. Discussion followed on the removal of the path owing to the poor installation. Council noted that Mactaggart Mickel, developers of the adjacent site, had rights to connect into the public sewer which ran under the public open space. The path may be impacted by works at a future date.

RESOLVED:

- (i) that the path be reviewed at budget setting time
- (ii) that the state of the path be monitored
- (iii) that an article be included in Marcham and District News indicating that consideration was being given to the removal of the path.

2020/215

Churchyard driveway/path update

Council noted that further information had been supplied by the Church in regards to their request for the Parish Council to assist with the levelling and repair of the footpath from Denman steps and driveway. The Church was now seeking a considerably higher amount as they wished to install a soakaway and widen the driveway. The Clerk advised on the obligations of a Parish Council in regards to a closed Churchyard.

Caroline Garvey referred to the fact that she had received a request from someone who wished a flagpole to be erected in the Churchyard. It was confirmed that this was a matter for the Parochial Church Council and not the Parish Council.

Queries were raised in regards to grass cutting in the Churchyard, and why the grass had been left to grow long in areas, it was thought not to be mown properly. The Clerk explained the conservation area plan, restricted cutting in certain areas, and the tri-partite agreement between the Parochial Church Council, the Parish Council and Marcham Society as to long term management. Comments were made regarding possible changes to the arrangements, and different cutting schedules.

RESOLVED:

- (i) that no additional works be funded by the Parish Council
- (ii) that the Parish Council maintain its available funding at £2250 as resolved at the last meeting.
- (iii) that the Clerk establish the facts in regards to each organisation's views on the current arrangements for grass cutting within the Churchyard.

2020/216

Grant Applications

Council considered grant applications from Marcham and Garford Parochial Church Council, Be Free Carers, Marcham Colts Football Club, South and Vale Citizens Advice Bureau, Marcham Pre-School, Home Start Southern Oxfordshire, Marcham Thirsty Café, and Marcham Community Group. The Chairman outlined the total amount of the applications, and the amount in the budget. The Clerk explained statutory spending, and general spending powers under s. 137 Local Government Act 1972.

Marcham Parochial Church Council

Chairman called for a show of hands in relation to the grant application from the Marcham Parochial Church towards maintenance of the public clock. It was proposed that no grant be awarded.

In favour	Against	Abstention
7	1	0

Be Free

Chairman called for a show of hands in relation to the grant application from the Be Free Carers towards their running costs. It was proposed that the sum of £150 be awarded. Consideration was given to amending the amount. No formal amendment was put forward.

In favour	Against	Abstention
6	1	1

Marcham Colts Football Club

Chairman called for a show of hands in relation to the grant application from the Marcham Colts Football Club towards the purchase of shelters. It was proposed that the sum of £300 be awarded.

In favour	Against	Abstention
8	0	0

South and Vale Citizens Advice Bureau

The Chairman called for a show of hands in relation to the grant application from the South and Vale Citizens Advice Bureau toward running costs. It was proposed that £1000 be awarded. Consideration was given to reducing the amount. An amendment to reduce the sum was put forward.

In favour of reducing the amount	Against	Abstention
2	6	0

In favour of awarding £1000	Against	Abstention
6	1	1

Marcham Pre-School

The Chairman called for a show of hands in relation to the grant application from Marcham Pre-School towards the cost of purchase of equipment. It was proposed that £765 be awarded. Consideration was given to reducing the amount. An amendment to reduce the sum was put forward.

In favour of reducing the amount	Against	Abstention
2	6	0

In favour of awarding £765	Against	Abstention
6	1	1

Home Start

The application had not been lodged on the application form as required. There did not appear to be any residents of Marcham who were supported by the charity.

The Chairman called for a show of hands for not awarding a grant to Home Start

In favour	Against	Abstention
8	0	0

Marcham Community Cafe

Discussion took place on the items to be purchased, and the fact that it was not currently operating as the village hall was closed.

The Chairman called for a show of hands for those in favour of awarding a grant

In favour	Against	Abstention
7	1	0

It was proposed that £100 be awarded. An amendment was put forward that this be increased to £200

The Chairman called for a show of hands for those in favour of a grant of £200

In favour	Against	Abstention
5	3	0

As the Chairman was a Trustee of Marcham Community Group, it was proposed that Peter Steere act as Chairman for the next item. The Chairman took no part in the discussion.

Peter Steere took the chair.

Marcham Community Group

Council discussed the application. Peter Steere called for a show of hands in relation to the grant application from Marcham Community Group towards acoustic panels in the hall, picket fencing for the patio area, and sports pitch maintenance. It was proposed that £6800 be awarded. (£4400 for the hall and £2400 for fencing and outside pitch maintenance).

In favour	Against	Abstention
7	0	0

Michael Hoath resumed as Chairman. It was proposed that as there was a small sum left in the grant budget, that consideration be given to a grant for the Church clock. This application had already been determined and consideration was given to the fact that a new emergency application could be lodged before the end of the financial year.

In favour	Against	Abstention
2	6	0

RESOLVED:

- (i) 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 £150
 - Marcham Pre- School £765
 - Marcham Community Café £200
 - Marcham Colts Football Club £300
- (ii) that under s. 142 Local Government Act 1972 a grant of £1000 be awarded to the South and Vale Citizens Advice Bureau
- (ii) that under s. 19 Local Government Act (Miscellaneous Provisions Act) 1976 a grant in the sum of £6800 be awarded to Marcham Community
- (iii) that no grant be awarded to Marcham with Garford Parochial Church Council
- (iv) that no grant be awarded to Home Start

2020/217

Vale of White Horse District Council – Licensing

Council noted that the Happy Plaice, mobile fish/ship van, had applied to the Vale of White Horse District Council for a Licence to trade in the

sale of hot food, at the junction of Orchard Way/Elwes Road. This was between 4.00 p.m. – 8.30 p.m. on Wednesdays.

RESOLVED:

that the Council had no objections

2020/218

Remembrance Sunday

The Chairman gave a report on the Remembrance Sunday event at the war memorial. Mark Newman, Chaplain, had been in attendance, as were representatives from the Church and Army, as well as the Parish Council Chairman who had laid a wreath. The event had been much scaled down owing to the Covid 19 outbreak.

2020/219

Village Green – Christmas tree with solar lighting

Council considered a suggestion to site a Christmas tree with solar lights on the village green. There was £400 for projects in the budget

RESOLVED:

- (i) that a sum of £200 be set aside for the cost.
- (ii) that Ruth Mander and Sandra Hill progress the matter

2020/220

The Pound, Mill Road

Council considered a suggestion that The Pound in Mill Road be cleared and a seat installed. Various issues, both positive and negative were raised. Building works were ongoing at the Mill, and the road adjacent to The Pound was very muddy. It was thought that seat too would soon become muddy given traffic movements.

RESOLVED:

that the matter be deferred for further consideration at budget time.

2020/221

The duration of the meeting had been 2 hours and it was resolved to suspend standing order no. 3x to allow business to continue.

2020/222

Correspondence

a) Fettiplace Road – Barrier at entrance to The Gap

Council noted that a vehicle had reversed into and damaged the barrier at the end of the pedestrian/cycle way through to The Gap. Oxfordshire County Council had agreed to replace this.

b) Vale of White Horse District Council – 3 Mill Road – garage. The garage which had been converted to a dwelling had been allocated the separate address of 3A Mill Road.

c) Vale of White Horse District Council – Christmas Tree Collection Arrangements had been made with the Vale of White Horse District Council to collect, and recycle real Christmas trees from the hardstanding adjacent to the textile bank in Howard Cornish Road. A date for collection was awaited.

d) NALC – Invitation to submit information as to Parish Councillors undertaking exemplary work.

- e) OALC – Newsletter October.
- f) Wantage Independent Advice Centre – AGM 12th November,2020 at noon (electronic meeting)

2020/223

Accounts

Council noted the list of cheques numbered 3360 to 3367 and authorised payments in the sum of £3854.33 in respect of administration costs, play area inspections, allotment water, litter pick, grass cutting and grant to Royal British Legion Poppy Appeal. Council considered signatories for the Cambridge Building Society accounts, as David Walton, one of the signatories had resigned from the Council. Sandra Hill offered to be the replacement signatory. The Chairman called for a show of hand for those in favour of Sandra Hill being a signatory on the Cambridge Building Society account to replace David Walton

In favour	Against	Abstention
8	0	0

Council received a report on the budget monitoring as at 30th September 2020, and on the bank reconciliation as at that date, including balances within the accounts.

RESOLVED:

- (i) that David Walton be removed as a signatory on the two Cambridge Building Society accounts, and be replaced by Sandra Hill
- (ii) that the report on the Council’s financial position be noted.

2020/224

Matters raised by members for information

Tanya Rosenfeld advised that she had taken photographs of the areas in Abbots Grange/Monks Walk where there were obstructions. She would let the Clerk have sight of these.

2020/225

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2020/226

Date of Next Meeting

The next scheduled meeting of the Council would be held on Wednesday 9th December, 2020 at 7.30 p.m. via Zoom unless owing to the Covid-19 virus, arrangements changed.

The meeting closed at 9.48 p.m.

Signed Date

MARCHAM PARISH COUNCIL

Minutes of a virtual meeting of Marcham Parish Council held on Wednesday 9th December, 2020 held virtually via Zoom, under powers granted by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England and Wales) Regulations 2020

Present:

Caroline Garvey, Sandra Hill, Michael Hoath, (Chairman), Ruth Mander, James Plumb, Tanya Rosenfeld, Peter Steere.

Clerk: Mrs. L. Martin

2 members of the public

- 2020/227 Apologies for Absence
Apologies had been received from Kieran O’Leary in anticipation of his late arrival. Apologies had also been received from Cllr. Richard Webber (County Councillor) and Cllr. Catherine Webber (District Councillor) as they were attending a meeting of the Vale of White Horse District Council.
- 2020/228 Declarations of Interest
Michael Hoath and Ruth Mander both declared an interest in the agenda item relating to the proposed artwork and snagging list for the village hall in that they were Trustees of Marcham Community Group which leased the building and associated land from the Parish Council. They also both declared an interest in the agenda item relating to the grant application by Marcham Community Café in that the Café was to be a user of the hall.
- 2020/229 Minutes of the meeting held on 11th November, 2020
The draft minutes were approved as a correct record of the meeting. The Minutes to be signed as soon as practicable.
- 2020/230 Matters Arising from the minutes
Church Driveway/path
The amount agreed to be spent by the Parish Council had been communicated to the Church. There would be a shortfall in what all the works wished for by the Church would cost. A reply was awaited as to how they wished to proceed.
- Village Green – Christmas Tree
A tree had been donated by A D MacLean Tree Management Ltd of Frilford, and lights placed on the tree. The Clerk would thank A D MacLean. There had been numerous comments on the village facebook page in support of the tree.
- Village Hall site – Registration of Title
It was noted that the Council’s solicitor had advised that it can take 9 –

12 months to register a complex title. The Council would be kept informed as and when the Land Registry had dealt with the matter.

2020/231

Public Participation

Tony Mackelworth and Sheena Bigden introduced themselves as residents who had applied to join the Parish Council to fill the casual vacancies that had occurred.

2020/232

Casual Vacancies

The Chairman proposed that this item be deferred to later in the meeting to allow the prospective new members a chance to listen to the meeting. Members stated a preference for dealing with items in the order they appeared on the agenda.

The Chairman asked for a show of hands for those in favour of co-opting Tony Mackelworth to the Parish Council

In favour	Against	Abstention
7	0	0

The Chairman asked for a show of hands for those in favour of co-opting Sheena Bigden to the Parish Council

In favour	Against	Abstention
7	0	0

RESOLVED:

that Tony Mackelworth and Sheena Bigden be co-opted to Marcham Parish Council

The Declaration of Acceptance of Office would be signed before the next meeting. Whilst they could not participate in the meeting as members, it was proposed that they be permitted to address Council on agenda items as appropriate.

RESOLVED:

that Council consents to Tony Mackelworth and Sheena Bigden, as members of the public, making statements as appropriate

2020/233

Planning Matters

a) Decisions on previous applications

P20/V2564/HH Erection of conservatory
Sheepstead Lodge, Sheepstead Road
Permitted 1st December 2020

P20/V0769/FUL Demolition of garage, replacement parking, amenity space and erection of new dwelling
Land off The Farthings
Appeal dismissed by Planning Inspectorate 13th November 2020

b) Applications dealt with under delegated powers prior to the meeting

P18/V2791/O Revised air quality assessment
Erection of 660 houses and 70 care units on land at Kingston Bagpuize
Comments: Traffic will still pass through Marcham. These plans appear to conflict with the Local Plan Part 2 concerning the need to alleviate traffic flows through the AQMA.

P20/V1388/O Erection of 90 houses – revised air quality assessment and revised highway plans
Land south of the A415
Comments: The poor design of the access would maximise interference with traffic flows. The highway plan did not improve the situation in Marcham. The air quality assessment was unable to confirm zero impact by the proposal.

c) Applications considered at the meeting

No applications had been received

d) Planning Enforcement

Council noted queries in regards to possible unauthorised building works:

14 Orchard Way – conversion of garage into living accommodation

50 Howard Cornish Road – front extension using materials different from those on the approved planning drawings

60 Howard Cornish Road – front porch extension/infill

17 Parkside – shed type storage containers in front garden

RESOLVED:

that these be referred to the Vale of White Horse District Council to check if planning consent was required.

2020/234

County Councillor's Report – Cllr. Richard Webber

Cllr. Richard Webber had provided a written report which had been circulated to members.

Covid- Regular updates were posted on the County Council's website.

Streetlights – Concern around light pollution caused by new street lamps. Warmer, less bright bulbs to be installed where needed. Request to write to the County Council if in support.

Vegetation Cutback – Paths and pavements narrowed by encroaching vegetation making them unsafe for users.

County Council Motion – It was the County Council’s ambition to make all built up areas in Oxford City, towns and villages 20 mph zones.

Meeting with Highways officer – Cllr. Webber requested a full summary of meeting with the highways officer to discuss Morland Road safety, North Street footway and crossing Howard Cornish Road.

County Council – Finances – The County Council’s financial position was reasonable, and it was thought that the Member’s priority fund would continue.

2020/235

District Councillor’s Report – Cllr. Catherine Webber

Cllr. Catherine Webber had provided a written report which had been circulated to members.

Covid – Information regarding business and emergency grants issued by the District Council

Planning Items:

The Farthings – New House – Confirmation that this was dismissed on appeal.

90 dwellings south of the A415 – The County Council had objected to the proposed development owing to the area being an Air Quality Management Area and due to the amount of traffic it would generate.

River Pollution – Cllr. Catherine Webber was speaking on a motion criticising Thames Water for pumping sewage in to the River Thames, and calling for a serious clean-up of rivers so that they were safe for the public to use.

Carbon Tax- She, along with Cllr. Richard Webber were working on a way to require the government to set up a carbon tax. She encouraged councils and other interested groups to speak with one voice to persuade the government, and conglomerates to reduce carbon footprint.

2020/236

Footpaths between Monks Walk (Matthew Homes) and The Willows (Pye Homes)

Council noted the current position in regards to the creation of footpath links between these two sites. The District Council had advised that Matthew Homes would construct the link paths on their side of the boundary at the same time as resurfacing their hoggin paths with tarmac. The District Council was also pursuing the removal of the fence and garden extension on the Willow Homes side and gave assurance that they would serve notice to require the paths to be built in accordance with the approved plans if needs required it. There was still a bridge required to link the paths. The Parish Council may be approached to assist with the provision of this.

2020/237

North Street Footway and Howard Cornish Road Safety

Ruth Mander gave a report on a site meeting with the County Council that she had attended. In regards to a path in North Street, this would be looked at further. The width of the road, drainage and walls were issues discussed.

In regards to a zebra crossing over Howard Cornish Road, the cost was likely to be £30,000 - £40,000. There were no accident statistics, and there seemed to be plenty of places to cross safely with clear vision in both directions. Ruth Mander would speak to the resident who raised this.

RESOLVED

that no further action be taken in regards to a Zebra Crossing in Howard Cornish Road

2020/238 Community Facilities

Morland Road – Traffic Congestion

Ruth Mnader gave a report on a site meeting with the County Council that she had attended. The entrance into the Anson field was discussed in terms of road safety, and vehicle speeding. The County Council had no funds for major alterations but was able to provide white paint for the footway to indicate to pedestrians to “stop and look both ways”. This would be carried out. Other measures such as signage for vehicles to drive slowly, taking car registration details, writing to the users of the access road were considered.

RESOLVED:

that a letter be sent to the Nursery, the Village Hall and the adjacent 5 houses in Barrow Close, all of whom used the access road off Morland Road, advising of concerns relating to speeding traffic and the consequent dangers owing to pedestrians in the area.

Proposed Artwork

Council discussed the proposed artwork for the hall site, as arranged by Marcham Community Group. This was a rectangular stainless steel structure approximately 3m wide and 2m high including legs, laser cut and containing scenes representing aspects of village life. Concerns were expressed that the Council had not had sight of the proposal at a much earlier stage, nor had it been consulted. There were general feelings among some members that the artwork was excessively and unnecessarily detailed and in the wrong colour.

The Chairman called for a show of hands for those who considered the artwork too busy

In favour
4

Against
3

Abstention
0

The Chairman called for a show of hands for those who were content with what was proposed

In favour
3

Against
4

Abstention
0

RESOLVED:

- (i) that the Council considers the artwork too busy.
- (ii) that the Council is concerned that it did not see the proposed artwork at an early stage before matters had progressed too far.
- (iii) that the Council wishes to be consulted in regards to the health and safety aspect, the location and siting of the artwork as it will need to give approval as the owner of the site.

Hall - Snagging list

Council noted the list of items of issues which the developer needed to rectify. The list had an original date of October, but had been amended. The timetable for resolving the issues was referred to, as was the date of the next update.

RESOLVED:

- (i) that Marcham Community Group be asked to advise when the next update on the snagging list was expected.
- (ii) that Marcham Community Group be asked what the timetable was for fully resolving the issues identified.

2020/239

Play Area Inspection Report

Council received the quarterly inspection on the play area. There were some small gaps in the safety tiles, and small split in the swing seats, which were being monitored. All equipment was considered to be in a satisfactory condition.

As part of the budget setting process, the play area would need to be considered. The Clerk advised that the play area working party had met with 2 different manufacturing firms to discuss new equipment. The area that they had to work with was required. This was difficult to ascertain given that Heras fencing had been erected around the pitches to allow for grass growth. The working party would continue to consider the village's requirements and plan for the future play area. It was reported that Notices regarding not taking dogs into the play area had been re-done and affixed to the site.

RESOLVED:

- (i) that the play area report be noted
- (ii) that Council continues to monitor the site

- (iii) that the play area be included as a project as part of the budget planning process.

2020/240

Grant Applications

Council received a report that the items for which a grant to Marcham Community Café had been agreed, had already been purchased. The Council's policy was not to award grants retrospectively. The intention of the Café was to provide for the community, and it was trying to begin trading. It was noted that the Café's bank balances were £1343. After some discussion the Chairman called for a show of hands for those in favour of continuing to award a grant of £200 to Marcham Community Group as resolved at the last meeting.

In favour
6

Against
0

Abstention
1

RESOLVED:

that the grant of £200 still be awarded to Marcham Community Café

2020/241

Harding Way public open space – Arboricultural Report

Council noted the consultant's arboricultural report. This recommended the removal of ivy from the trees, together with some minor pruning works. The Clerk was updating a quotation for similar works which had been received previously. It was noted that a resident had contacted the Clerk in regards to likely works.

RESOLVED:

- (i) that the clerk, in consultation with the Chairman, be authorised to spend up to £3500 in carrying out the works that were recommended to be carried out within a short timeframe.
- (ii) that the arboricultural report be placed on the Council's website

2020/242

Allotment Working Party Meeting 30th November, 2020

Ruth Mander provided a report on a meeting of the allotment working party. Only 4 people had expressed an interest in forming an allotment association. The working party would continue to meet to monitor the allotment sites. The working party made several recommendations and it was

RESOLVED: that

- (i) no allotment association be set up for the time being
- (ii) Reminder Notices be placed in Marcham and District News and on

- site advising that there is a waiting list, and tenants not working their plot could lose them by being served with a Notice to Quit
- (iii) Any tenants who provided email addresses should receive general correspondence via email
 - (iv) The Cow Lane site be regularly monitored by a Member and a report as to the state and condition be given to the Clerk for cross checking purposes with the financial register

2020/243 Correspondence

- a) Oxfordshire County Council – Bridge over rive Ock – Bridleway 17
The Clerk had received correspondence from the County Council providing an update. This had been published in Marcham and District News.
- b) Vale of White Horse District Council – Christmas Tree Collections
Residents who did not take part in the brown bin garden waste recycling scheme, could leave real Christmas trees by the Salvation Army Bank in Howard Cornish Road by Tuesday 19th January 2021 and they would be collected for recycling.
- c) Fyfield and Tubney Parish Council – A420
David Johnston MP had raised an adjournment debate in the Commons regarding the A420.
- d) Parochial Church Council – Church Artwork
Confirmation received that the PCC was picking up their artwork project again, and they would be contacting the Parish Council in due course regarding support for a s. 106 application for art funding, to the District Council.
- e) Thames Water / Affinity Water – Forum – Wednesday 16th December, 2020 at 10.00 a.m.
A forum meeting providing an update on water resources south east, developing a best value plan and the options.

2020/244 Accounts

Council noted the list of cheques numbered 3368 to 3380 and authorised payments in the sum of £12709.27 in respect of administration costs, play area inspections, litter pick, grass cutting, arboricultural report, and grants awarded

Council noted that the audit for the 19/20 year had been completed and that 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. The Notice of Completion of the Audit, and the report from the External Auditor had been placed on the website on 27th November, 2020 to supplement parts 1 and 2 already displayed. Reference had been made in a supplementary note that the Council should have reviewed the Code of Conduct during the year, and that the internal auditor should proactively verify that the Notice of Completion of the Audit is displayed.

Council noted that the Code of Conduct was that recommended by the District Council and in force for parishes throughout the county. The Clerk would contact the internal auditor so that they could check the Notice of Completion, and also check with the District Council as to a possible review of the Code of Conduct for parishes within its area. The Chairman asked Members to let the Clerk know if any topics for future consideration that may need to be taken into account in the budget.

RESOLVED:

- (i) that the external auditor's report be noted.
- (ii) that the display on the website, of the Notice of Completion of Audit and the complete Annual Governance and Accountability Return on 27th November be noted.

2020/245

Matters raised by members for information

Harding Way – tarmac path in public open space and trees

Reference was made to a whats app group of Harding Way residents who had been speaking in defence of keeping the tarmac path in the public open space opposite 2-8 Harding Way.

Harding Way – path to Howard Cornish Road

A resident who was part of the Harding Way whats app group had also expressed disappointment at the fact that there was no immediate plan for lighting of the path from Howard Cornish Road to Harding Way.

Budget 21/22

It was suggested that bus shelters at all bus stops should be considered for the budget, as well as cleaning of the one on the northern side of Howard Cornish Road at Longfields.

Parking – 82 Howard Cornish Road

Obstruction of sight lines in the vicinity of 82 Howard Cornish Road was raised. This was due to vehicles parking and the bend in the road. A member referred to a road rage incident as a result. Parents sometimes parked there at school times. Building works were being undertaken at 82 so there were additional vehicles in the area. Past efforts involving investigating double yellow lines, and the use of the Police Community Support Officer were mentioned. Reference was made to vehicle movements in front of the first house in

Barrow Close where there was encroachment onto the garden.
The Members would continue to monitor the situation.

2020/246 Items for Marcham and District News
The Clerk would prepare an article for MAD News.

2020/247 Date of Next Meeting
The next scheduled meeting of the Council would be held on
Wednesday 13th January, 2021 at 7.30 p.m. via Zoom unless owing
to the Covid-19 virus, arrangements changed.

The meeting closed at 9.08 p.m.

Signed Date