

## KIDMORE END PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 24 May 2017 at 8.00pm and concluded at 9.55pm.

Present: Dr C D Aldridge, Ms S M Biggs, Ms S Forde, Ms A S O'Reilly, I G C Pearson, T M Perchard, J A Swift QC, H Thresher.

Apologies for absence were received from Mrs S Hall, Mrs S J Hunter.

The outgoing Chairman, Ms S M Biggs, took the Chair.

### 1.01 ELECTION OF CHAIRMAN

RESOLVED: That Ms S M Biggs be elected Chairman of the Council for the ensuing year.

(Ms Biggs thereupon signed a declaration of acceptance of office.)

### 1.02 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: That Dr C D Aldridge be appointed Vice-Chairman of the Council for the ensuing year.

### 1.03 MINUTES

The Minutes of the meeting held on 19 April 2017 were taken as read, confirmed and signed as a correct record, subject to the correction of the year in Minute 11.17 to "2016".

### 1.04 REPORT OF COUNTY COUNCILLOR

The Council noted that Mr K Bulmer had been re-elected as the county councillor for the Goring division at the elections on 4 May 2017.

### 1.05 REPORT OF AREA BEAT OFFICER

The Chairman advised that PCSO W Pomroy of the Thames Valley Police had undertaken further vehicle speed checks in Horsepond Road, Gallowstree Common on 18 May 2017. He had been observing traffic for 30 minutes, during which time 14 vehicles passed at speeds in excess of 30mph, the fastest being 46mph. Members enquired whether the speed enforcement van could be deployed.

### 1.06 OPEN SESSION

During the Open Session, Mr J Maclean of Horsepond Road, Gallowstree Common, referred to his letter of March 2017, concerning noise nuisance associated with grounds' maintenance work at the Gallowstree Common Recreation, and to a collection of debris behind the Diamond Jubilee Pavilion. The Council was reminded that it had referred Mr Maclean's letter to the Playing Fields Committee, for answer. The Chairman of the Playing Fields Committee undertook to meet Mr Maclean, on site, to discuss his concerns.

### 1.07 APPOINTMENT OF OFFICERS, SUB-COMMITTEES AND REPRESENTATIVES

RESOLVED: 1 That the following appointments be made for the period to the Annual Meeting in 2018:

Allotments' Manager  
Deputy Allotments' Manager

Mrs S G Hall  
Dr C D Aldridge

Finance Sub-Committee	Ms S M Biggs, Mr I G C Pearson, Mr J A Swift
Plans Sub-Committee	Ms S M Biggs, Ms S L Forde ( <i>covering Cane End</i> ), Mrs S G Hall, Mrs S J Hunter, Mr T M Perchard
Rights of Way Sub-Committee	Ms S L Forde, Mrs S J Hunter, Mr T M Perchard
Transport Sub-Committee (and Transport Representatives)	Ms S M Biggs, Mr J A Swift
Editorial Board of Newsletter	Dr C D Aldridge, Ms S L Forde, Mr A Miroso*, Ms A S O'Reilly, Mrs J Russell*
Representatives on Playing Fields Committee	Ms S L Forde, Mr I G C Pearson, Mr H Thresher
Representative on Oxfordshire Association	Ms A S O'Reilly
Local Councils	
Representatives on Sonning Common Neighbourhood Development Plan Working Group	Ms S M Biggs, Mr I G C Pearson
Website Liaison Councillor	Ms A S O'Reilly
BroadBand Champion	Mr H Thresher

\* Not a member of the Council

2 That consideration of the appointment of Wells' Manager be deferred.

#### 1.08 KIDMORE END WAR MEMORIAL

(cf 11.06/17) The Vice-Chairman reported that a faculty had not yet been granted for inspection pits near the war memorial in the churchyard at St John the Baptist Church, Kidmore End.

RESOLVED: That consideration of the repair of the war memorial in the churchyard of St John the Baptist, Kidmore End, be deferred to the next meeting.

#### 1.09 HOUSE NAMING

In an e-mail, the District Council's Data Monitoring Manager & Street Naming and Numbering Officer advised that the property known as Rokeby, Tokers Green Lane, Tokers Green had been renamed Rokeby House.

#### 1.10 PLAY AREAS

(cf 11.11/17) The Chairman reported on progress with the project to complete the refurbishment of the play area at the Gallowstree Common Recreation Ground and the replacement of the safety surfaces in that play area and that at Kidmore End. The removal of the bark from the existing equipment pits had started on 20 May 2017. Despite extensive advertising, few people had taken any bark away, free of charge. What is more, the volume of bark was much greater than originally estimated. In order to ensure that the bark was removed from the pits by 30 May 2017, when the main suppliers would come onto site, the Chairman, as a matter of urgency, authorised, notwithstanding Financial Regulation 11.1(h), the hire of a dumper truck, at a cost of £160 + VAT, to speed up the removal operation. In addition, she had authorised the storage of the bark from the pits at Gallowstree Common behind the Diamond Jubilee Pavilion.

The Chairman further reported that the Parochial Church Council had made its promised donation of £1,000 towards the cost of the project.

The Council considered a report (17/18-1) of the Clerk, to enable it to agree formally the terms of the grant promised by District Council towards the play areas' project: the text of the agreement was appended to the report.

RESOLVED: 1 That the action of the Chairman be approved and confirmed.

2 That the terms of the draft agreement with the District Council, set out in the Appendix to the report, be approved.

3 That the Vice-Chairman and Ms S L Forde be authorised to sign the agreement with the District Council on behalf of the Council.

#### 1.11 FINANCE

##### (i) Balances

The Clerk reported that balances at the bank totalled £53,490.81.

##### (ii) Accounts for payment

RESOLVED: That the following accounts, listed in the schedule under Financial Regulation 5.2, be approved for payment:

Playdale Playgrounds Ltd – Deposit for works at Kidmore End Play Area	£3,775.38
Ms A S O'Reilly – Reimbursement of course fee	£42.00
The Henley College – Printing Parish Newsletter	£45.00
Caversham Solicitors Ltd – Fees for registration of title	£318.00
Ms S M Biggs – Purchase of locks and tape for play areas	£19.37
United Kingdom Debt Management Office – Loan repayment	£7,052.10*
R F Penfold – Salary net of Income Tax	£376.49
HM Revenue & Customs – Income tax deducted	£250.99
R F Penfold – Printing agenda etc	£16.55
J A Williams – Works to trees etc at Kidmore End pond	£380.00

\* To be paid by direct debit

#### 1.12 FINANCE SUB-COMMITTEE

The Council received the minutes of the meeting of the Finance Sub-Committee held on 10 May 2017.

RESOLVED: 1 That the summary receipts and payments accounts for the year ended on 31 March 2017, as set out in Appendix 1 of the minutes of the Sub-Committee, be approved, subject to the addition of the sentence "This includes a grant of £10,000 from the Big Lottery Fund" to note 5.

2 That Sections 1 and 2 of the Annual Return for the year ended 31 March 2017, as set out in Appendix 2 of the Minutes of the Sub-Committee, be approved and confirmed.

#### 1.13 CONSULTATION ON PLANNING MATTERS

##### (i) Decisions

The Council noted that the applications for

part demolition of existing house and conversion to garage store and workshop at Oakridge Farm, Wood Lane, Kidmore End;  
single storey games room and leisure facility to replace existing miscellaneous outbuildings at Greenwood House, Mill Lane, Kidmore End;  
alterations and extensions at Russells, Wood Lane, Kidmore End;  
extension to garage at Rose Cottage, The Hamlet, Gallowstree Common;

had been permitted conditionally and that the application for change of use of land from workshop to residential, demolition of existing workshop and store and construction of 2 storey detached house, retaining walls, landscape garden and parking area at The Piggery, Gravel Hill, Emmer Green had been withdrawn.

(ii) Action of Plans Sub-Committee

The Council noted a copy of a letter from Mr & Mrs A M Turner of Reading Road, Cane End, expressing opposition to the application relating to Summer Cottage, Cane End (see below).

RESOLVED: That the action of the Plans Sub-Committee in respect of the following applications, as set out in the register of action, be approved:

alterations to front dormer at Bramble Cottage, Horsepond Road, Cane End;  
2 storey side and rear extension at Two Tanners Cottages, 25 Tanners Lane, Chalkhouse Green;  
2 storey side and rear extensions at Summer Cottage, Cane End;  
dormer to front elevation at Tamarisk, Tokers Green Lane, Tokers Green.

(iii) Applications

The Council considered applications referred to it since the last meeting .

RESOLVED: 1 That no strong views be submitted on the application for demolition of dwelling and garage and erection of replacement dwelling with basement and garage and associated hard and soft landscaping at Greenbank, Chalkhouse Green Road, Chalkhouse Green for Mr K Almond.

2 That observations be made as follows

Application

Observation

Installation of horse walker at Kidmore Farm, Tanners Lane, Kidmore End for Mrs J Townend

Refuse – position of walker will be unneighbourly to Field View Barn due to noise when in use, and spoilt view

Removal of all existing loose boxes adjacent to the riding arena and erection of new stabling and storage barn (290m<sup>2</sup>) at Kidmore Farm, Tanners Lane, Chalkhouse Green for Mrs J Townend

Refuse – huge barn will look unsightly from garden of Field View Barn

Residential development of 30 dwellings together with associated landscaping and public open space, access to site from Kennylands Road, at 44 Kennylands Road, Sonning Common [Parish of Sonning Common] for TA Fisher & Son Ltd (amended plan)

Refuse – application does not accord with adopted Sonning Common Neighbourhood Development Plan: too many dwellings

(iv) Planning appeals

In letters, the Head of Planning of the District Council advised that appeals had been lodged against the refusal of the District Council to grant planning permission for the erection of 5 new dwelling houses on land at Horsepond Road, Gallowstree Common and for extension and conversion of existing outbuilding to form a 2-bedroom dwelling with attached garage at Oldfield House, Horsepond Road, Gallowstree Common. The appeals were to be decided by the inspector reviewing written representations by the appellant and the District Council.

RESOLVED: That the objections submitted to the District Council in respect of the above planning application be restated to the Planning Inspectorate.

(v) Waters Edge, Chalkhouse Green Road, Kidmore End – Certificate of lawful development

(cf 11.14(iv)/17) The Head of Planning of the District Council, by letter, advised that the application for a certificate of lawful development in respect of various internal and external alterations at Waters Edge, Chalkhouse Green Road, Kidmore End had been withdrawn.

(vi) The Elms, Tokers Green Lane, Tokers Green – possible development

(cf 11.14(v)/17) Ms R Lord, of Rebecca Lord Planning, by e-mail, sought to address comments made by consulted residents concerning the possible development of land at The Elms, Tokers Green Lane, Tokers Green, and clarifying that the likely proposal from Perfectfield Ltd would be for 9 market houses, ranging from 4 to 2 bedroom units, and 5 affordable houses, with 3 or 2 bedrooms. If an application was submitted, her client would offer to fund improvements to the highway and provide a footpath through the site.

(vii) Development on land at Bryants Farm, Emmer Green

(cf11.20/17) It was reported that the District Council was expected soon to refuse the planning application for 245 dwellings on land near Bryants Farm, Emmer Green [Parish of Eye & Dunsden].

(viii) Neighbourhood development plans

(cf 11.14(vi)/17) The Council gave further consideration to the preparation of a neighbourhood development plan for the Parish, consideration of which matter had been deferred at the last meeting. Following that meeting, the Chairman and Mr I G C Pearson had again met Ms R Riach, a planning policy officer at the District Council, further to discuss neighbourhood development plans (NDPs). A note of that meeting, held on 2 May 2017, had been circulated to all Members.

In a wide ranging discussion, Members expressed a number of views about NDPs, whether there should be one plan for the Parish or a plan for each village, and whether there would be sufficient support, beyond membership of the Council, for the project. Members concluded that a public meeting should be held to explore these issues.

In the meantime, the Chairman suggested that the Council enter into a public sector mapping agreement with the District Council, so that mapping facilities would be available, free of charge.

RESOLVED: 1 That a public meeting be held at the Diamond Jubilee Pavilion, Gallowstree Common, on 7 July 2017 at 8pm to discuss neighbourhood development plans.

2 That the Chairman, Vice-Chairman and Mr I G C Pearson be appointed to progress the arrangements for the meeting, including setting the agenda for it.

3 That a public sector mapping agreement be entered into with the District Council.

(ix) South Oxfordshire Local Plan

(cf 11.14(vii)/17) In accordance with the authority granted at the last meeting, the Plans Sub-Committee had compiled, and submitted, a response to the consultation by the District Council on the South Oxfordshire Local Plan: Second Preferred Options. Copies had been circulated to all Members of the Council.

(x) District Council's Housing and Employment Land Availability Assessment

The Council considered the District Council's Housing and Employment Land Availability Assessment (HELAA) which had been published in March 2017. The document purported to "provide a technical assessment of the suitability, availability and achievability of land for development". As such it was part of the evidence base for the emerging Local Plan. However, the HELAA did not "determine whether a site should be allocated for future development, and did not constitute a land allocation". A total of 570 sites had been assessed as part of the HELAA process.

The Council had before it

- a briefing note by Mr I G C Pearson, which note included a list of the sites in the Parish referred to in the HELAA, which sites included, among others, the Kidmore End cemetery;
- a map showing the sites in question;
- the draft of a letter to be sent by the Chairman to the Leader of the District Council, seeking clarification as to the purpose of the HELAA, and drawing attention, in particular, to the unsuitability of the cemetery for housing and employment.

Members agreed with the Chairman that it would be important to monitor the HELAA.

RESOLVED: That the circulated text of the letter, for the Chairman to send to the Leader of the District Council, be adopted.

(xi) Reading Borough Local Plan

In an e-mail, the Planning Policy Team of Reading Borough Council advised that its Council was consulting on its Draft Local Plan from 3 May to 14 June 2017. The Plan would replace its existing development plan documents, and would plan for development in that Borough for the period to 2036.

RESOLVED: That the Plans Sub-Committee be authorised to submit a response, on behalf of the Council, to the Reading Borough Local Plan.

#### 1.14 WASTE AND RECYCLING LEAFLETS

The District Council's Waste and Recycling Officer enclosed updated leaflets about waste and recycling: the leaflets were circulated to Members present.

#### 1.15 FISH MINIBUS SERVICE

(10.14/17) By e-mail, towards the end of April 2017, the Bus Manager of the FISH Volunteer Centre, announced that he had decided to terminate the Kidmore End to Reading minibus service, because the patronage – 3 regular users - did not make the journey viable. The service had ceased on 21 April 2017.

#### 1.16 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

The Council noted an update for members published by the Oxfordshire Association of Local Councils in April 2017.

#### 1.17 DEEP CLEANSE

In a letter, a waste business support assistant of the District Council advised that a team would be carrying out a deep cleanse in Tokers Green in June – litter picking, sweeping and removing moss and weeds from pavements. She asked whether there were other parts of the Parish where the work should be carried out.

RESOLVED: That the District Council be requested to arrange for the deep cleansing of the footway on the north west side of Horsepond Road, Gallowstree Common.

#### 1.18 TEMPORARY ROAD CLOSURES

With e-mails, the County Council's Director for Infrastructure Delivery gave notice of temporary closures, under the Road Traffic Regulation Act 1984, of Dysons Wood Lane, Tokers Green, near Dysons Wood Farm Cottages, on 10 June 2017, for 2 days, for water mains' repairs and Rokeby Drive, Tokers Green, near the Rokeby Recreation Ground, from 12 June 2017, for 2 days, also for water mains' repairs.

#### 1.19 PLAYING FIELDS COMMITTEE

The Chairman of the Playing Fields Committee reported that the Committee had met on 10 May 2017, when it had received its accounts for the year 2016/17. Although income had increased, expenditure on electricity had increased by £2,000, as had the cost of repairs and maintenance. As a result, expenditure had exceeded income by about £2,000. The Chairman of the Committee felt that it was quite likely that Committee would seek further financial help from the Council, during the current year.

The Chairman also reported on the poor performance of the rainwater goods on the Diamond Jubilee Pavilion, and that the Committee was exploring whether the water system in the premises should be tested for legionella, and, if so, how that could be arranged.

#### 1.20 CHILTERN EDGE SCHOOL

The Council noted that the County Council had initiated a consultation exercise about the future of Chiltern Edge School, Sonning Common, the "local" school for children aged 11 to 16. Following the receipt of a poor report from the Office for Standards in Education, Children's Services and Skills (Ofsted), the school had been placed in "special measures", which included the suspension of the governing body. The County Council was contemplating closing the school, hence the consultation.

The Chairman suggested that the Council pass a resolution supporting the retention of the School.

**RESOLVED:** That the Parish Council wishes to see Chiltern Edge School successfully brought out of special measures and retained in situ to continue with its important educational and community role in the area.

#### 1.21 CROSSINGS OF THE RIVER THAMES IN THE VICINITY OF READING

The Chairman referred to recent references in the local print media to a third vehicle bridge across the River Thames in the vicinity of Reading. She suggested that the Council remain alert to the possibility of such a project arising in local plan documents.

#### 1.22 WEBSITE AND SOCIAL MEDIA

The Clerk advised that, as a matter of urgency, the Chairman had authored Ms A S O'Reilly to attend a course, organised by the Oxfordshire Association of Local Councils, entitled "Social Media for Local Councils" on 17 May 2017. The course fee was £35 + VAT.

In reporting back on the course, Ms O'Reilly advised of proposals to introduce the use of social media in connection with the Council's website.

**RESOLVED:** 1 That the action of the Chairman be approved and confirmed.

2 That consideration of the proposals to introduce the use of social media in connection with the Council's website be deferred to the next meeting.

#### 1.23 DATES OF MEETINGS

RESOLVED: 1 That meetings of the Council be held on the following Wednesdays at 8pm:

21 June 2017	22 November 2017	21 February 2018
19 July 2017	13 December 2017	21 March 2018
20 September 2017	24 January 2018	18 April 2018
18 October 2017		

2 That the Annual Meeting of the Council be held on 23 May 2018 at 8pm.

#### 1.24 QUESTIONS TO CHAIRMAN

In answer to a question, the Chairman asked the Clerk to include the subject of the Council's telephone kiosks on the agenda for the next meeting.