

## KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 20 September 2017 at 8.00pm and concluded at 9.35pm.

Present: Ms S M Biggs (Chairman), Dr C D Aldridge (Vice-Chairman), Mrs S Hall, Mrs S J Hunter, I G C Pearson, T M Perchard, H Thresher.

Apologies for absence were received from Ms S Forde, Ms A S O'Reilly, J A Swift QC, R Simister (district councillor).

### 4.01 MINUTES

The Minutes of the meeting held on 19 July 2017 were taken as read, confirmed and signed as a correct record.

### 4.02 REPORT OF COUNTY COUNCILLOR

The Council noted written reports by Mr K Bulmer, the county councillor for the Goring division, covering, inter alia:

- the termination of aspects of his Council's contract with Carillion for the provision of certain services, a mutually beneficial decision;
- his Council's minerals and waste local plan, which would be adopted in September 2017, following support from the Planning Inspectorate;
- bids for funding for key projects around infrastructure and growth;
- changes to the arrangements for day-time support for health and wellbeing and learning disability clients;
- the introduction of some charges at the household waste recycling centres with effect from 1 October 2017.

### 4.03 KIDMORE END WAR MEMORIAL

(cf 3.05/17) The Clerk reported that the inspection of the foundations of the war memorial in the churchyard of St John the Baptist had been undertaken, and that he understood that the foundations had been found to be sound. As a result, the Parochial Church Council had removed the security tape from near the memorial. The Parochial Church Council had reimbursed the cost, net of VAT, of the excavations near the memorial.

RESOLVED: That the Parochial Church Council be requested to supply a copy of the engineer's report on the war memorial foundations.

### 4.04 PLAY AREAS

#### (i) Refurbishment project

(cf 3.07/17) The Chairman reported orally that 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 had been completed during August 2017, and the play areas re-opened for use. She paid tribute to the assistance of Mr J D Sheldon of the Cricket Club, and Mr & Mrs D Beddis, of The Hamlet, Gallowstree Common, in securing the completion of the works.

Members noted the letter of complaint sent by the Chairman to Playdale Playgrounds Ltd, the main contractors, focussing on the time taken to complete the project and some of the materials originally provided as infill for the previous bark pits, and the reply from the Managing Director of the Company,

apologising that the service had not been as expected. The Company had provided a credit note of £517.50 +VAT in recognition of the additional cost incurred by the Council.

The Chairman reported that she had initiated the process for claiming the balance of the promised grant from the District Council.

The Clerk advised that a donation of £162.50 had been received towards the cost of the project from the New Inn, Kidmore End, arising from an event at the public house.

(ii) Safety inspections

Playsafety Ltd, acting on behalf of RoSPA, had undertaken a post-completion inspection of the play areas at Gallowstree Common and Kidmore End, and had issued reports thereon.

RESOLVED; That the reports on the play areas be referred to the Chairman and Vice-Chairman for consideration and report.

#### 4.05 CHILTERN AREA OF OUTSTANDING NATURAL BEAUTY

(cf 3.10/17) In a letter sent on behalf of the Secretary of State for Environment, Food & Rural Affairs, a civil servant in that department pointed out that Natural England was responsible for appraising suggestions for new or extended boundaries of areas of outstanding natural beauty (AONBs). Its relevant specialists were fully occupied on the current programme of AONB boundary variations, a situation which would persist until at least late 2018. In the meantime, the Secretary of State had asked Natural England to review the formal designation process, with a view to improving it.

#### 4.06 HIGHWAY VERGE CUTTING

(cf 3.11/17) Members commented favourably on the second cut, for 2017, of the highway verges in the Parish.

#### 4.07 DISTRICT COUNCIL'S TOWN AND PARISH FORUM

(cf 3.18/17) In an e-mail, the Policy and Partnerships Team of the District Council gave advance notice of the next Town and Parish Forum, to be held in Benson on 1 November 2017. Mr H Thresher indicated that he would be prepared to represent the Council at the Forum.

#### 4.08 FINANCE

(i) Balances

The Clerk reported that balances at the bank totalled £55,949.87.

(ii) Accounts paid

It was reported that, in accordance with the authority granted by the Council at its last meeting and Financial Regulation 5.2, the Chairman and Vice-Chairman had approved the payment of the following accounts on 8 August 2017:

South Oxfordshire District Council – Emptying dog hygiene bin	£12.56
SAS Landscaping Ltd – Turf and soil for play areas	£5128.56
Ian Kendrick Ltd – Mowing highway verges	£954.00
National Association of Local Councils – Subscription to “Local Council Review”	£17.00
R F Penfold – Salary net of Income Tax	£376.49
HM Revenue & Customs – Income tax deducted	£250.99

(iii) Accounts for payment

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

Playdale Playgrounds Ltd – Play areas’ project: final payment, net of credit note	£18,461.08
Tomalin & Son – Digging hole for inspection of war memorial	£354.00
Peter Brett Associates LLP – Inspection of war memorial	£720.00
Playsafety Ltd – Inspection of play equipment	£474.00
BDO LLP – Fee for review of annual return	£360.00
T M Perchard – Materials for resiting telephone kiosk	£65.85
BT Payphones – Purchase of telephone kiosk	£1.00
R F Penfold – Salary net of Income Tax	£376.49
HM Revenue & Customs – Income tax deducted	£250.99
R F Penfold – Printing agenda etc	£7.70

*(Mr T M Perchard disclosed a pecuniary interest in respect of his above account, under the Code of Conduct.)*

(iv) Loan repayments

In an e-mail, the Business Operations Manager of the UK Debt Management Office advised that, following a periodic check by the Public Works Loan Board of its loan portfolio, a small number of discrepancies had been discovered in loans arranged using the equal instalment of principal repayment method. There was such a discrepancy on the Council’s loan, as a result of which the six-monthly repayment of principal would be increased from £2,469.14 to £2,543.96 with effect from the next repayment, due on 11 December 2017.

#### 4.09 AUDIT OF ACCOUNTS

(cf 11.13/17) BDO LLP gave notice that the audit of the Council’s accounts for the year ended 31 March 2017 had been completed. The Partnership reported that, on the basis of its review of the annual return, in its opinion the information contained in the annual return was in accordance with proper practices and no matters had come to its attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

The Clerk reported that BDO LLP had raised some questions about staffing costs with him, before completing the audit, which questions he had answered.

#### 4.10 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the applications for

erection of 1.98m high close board fence at The Old Farmhouse, Reading Road, Cane End;  
demolition of dwelling and garage and erection of replacement dwelling with basement and garage and associated hard and soft landscaping at Greenbanks, Chalkhouse Green Road, Chalkhouse Green;  
single storey rear extension and detached stable building at Cuckoos, Dysons Wood, Tokers Green;  
single storey side extension, first floor side extension and detached garage at Little Orchard, Park Lane, Cane End;

removal of all existing loose boxes adjacent to the riding arena and erection of new stabling and storage barn at Kidmore Farm, Tanners Lane, Chalkhouse Green;  
installation of horse walker at Kidmore Farm, Tanners Lane, Chalkhouse Green;  
variation of condition 2 of P16/S3894/FUL, proposed conversion of barn to single dwelling with new vehicular access and amenity space at The Coach House, Tokers Green Lane, Kidmore End

had been permitted conditionally and that the application for residential development of up to 245 dwellings on land off Peppard Road, Emmer Green [Parish of Eye & Dunsden] had been refused.

By e-mail, the District Council's Head of Planning had invited the Council to make representations, orally, at the meeting of the District Council's Planning Committee to be held on 6 September 2017, about the application for development at Bryants Farm, Eye & Dunsden. The opportunity had arisen because the Council had recommended refusal of the application while the District Council's officers recommended approval. The Chairman had decided, as a matter of urgency, that the invitation be accepted, and had appointed Mr I G C Pearson to represent the Council at the meeting.

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

(ii) Action of Plans Sub-Committee

The Council noted e-mails from Ms S Nelson of Tanners Lane, Chalkhouse Green opposing the applications relating to Kidmore Farm, Tanners Lane, Chalkhouse Green and Dr and Mrs C Bradford commenting on the application relating to Curtis Farm, Tokers Green Lane, Kidmore End and a copy of e-mails from Mr A McLaughlin of Wood Lane, Gallowstree Common to the District Council opposing the application for School House Cottage, Wood Lane, Gallowstree Common (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:

installation of horse walker at Kidmore Farm, Tanners Lane, Chalkhouse Green (amended plan);  
removal of all existing loose boxes adjacent to the riding arena and erection of new stabling and storage barn at Kidmore Farm, Tanners Lane, Kidmore End (amended plan);  
single storey side extension, first floor side extensions and detached garage at Little Orchard, Park Lane, Cane End (amended plan);  
change of use of barn from a store, study and home office to a business office use (class B1) at Curtis Farm, Tokers Green Lane, Kidmore End;  
demolition of conservatory and erection of single storey rear extension, single storey porch extension and car port to side of house at School House Cottage, Wood Lane, Gallowstree Common.

(iii) Planning appeals

(cf 1.13(iv)/17) In a letter, the Head of Planning of the District Council advised that an appeal had been lodged against the refusal of the District Council to grant planning permission for the erection of 2-bedroom dwelling at Oldfield House, Horsepond Road, Gallowstree Common. The appeal was to be decided by the inspector reviewing written representations by the appellant and the District Council. The Chairman had decided that the objections submitted to the District Council in respect of the above planning application be restated to the Planning Inspectorate.

A copy letter from the Planning Inspectorate indicated that the inspector, appointed by the Secretary of State for Communities and Local Government, had dismissed the above appeal and the appeal against the refusal of the District Council to grant planning permission for the conversion of an outbuilding to form a 2-bedroom dwelling at Oldfield House.

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

(iv) Proposed development of land at Emmer Green

By e-mail, Mr D Holmes, an Associate Director of Progress Planning, sought a meeting with Members of the Council to discuss proposals by his clients, Kirkby Homes, to provide up to 30 dwellings on land at Emmer Green. The meeting would precede the submission of a planning application.

Given the approach, Members concluded that the land was in the Parish, somewhere adjacent to the Borough of Reading. Members also recalled the stance of the Council in respect of a similar approach regarding land in Emmer Green, in 2012 to 2014, and felt that that should be repeated in this case.

RESOLVED: That Mr D Holmes be advised that the Council does not wish to engage with him or his clients over the possible development of the parcel of land in Emmer Green, unless and until a planning application for the development is submitted to the District Council.

(vi) Proposed development of land at Thames Farm, Shiplake

Members had been advised of the decision of an inspector, appointed by the Secretary of State for Communities and Local Government in respect of the appeal against the refusal of planning permission for the residential development of land at Thames Farm, Shiplake [actually in the Parish of Harpsden]. The land was within the area of the Henley and Harpsden Neighbourhood Development Plan (NDP), and was not identified in that plan for development. The inspector had upheld the appeal, largely due to his interpretation of the availability or otherwise of a five-year land supply, notwithstanding the designation of the land in the NDP.

Following informal consultation with Members, the Chairman had written, on behalf of the Council, and as a matter of urgency, to the Leader of the District Council, urging his Council to challenge the decision of the inspector in the High Court. Copies of the letter had been sent to the Member of Parliament for the Henley Constituency, the Secretary of State, the Mayor of Henley and the Chairman of Harpsden Parish Council.

It was understood that the District Council had decided to challenge the inspector's decision.

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

(vii) District Council's Planning Committee

By e-mail, the District Council's Head of Planning had invited the Council to make representations, orally, at the meeting of the District Council's Planning Committee to be held on 6 September 2017, about the application for 30 dwellings on land at 44 Kennylands Road, Sonning Common [Parish of Sonning Common]. The opportunity had arisen because the Council had recommended refusal of the application while the District Council's officers recommended approval. The Chairman had decided, as a matter of urgency, that the invitation be accepted, and appointed Mr I G C Pearson to represent the Council at the meeting.

Mr Pearson reported that the Committee had refused the application.

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

(viii) Settlement Assessment

The Clerk advised that he had responded to a request from the Head of Planning of the District Council to provide information as to the retail, educational and recreational facilities in the 5 settlements in the Parish.

(ix) “Planning Matters”

The Council noted “Planning Matters”, a newsletter issued by the District Council in August 2017.

(x) South Oxfordshire Local Plan

(cf 1.13(ix)/17) The District Council’s Policy Planning Manager, by e-mail, advised of the next and formal stage of her Council’s Local Plan process. The full Council was expected to adopt the publication version of the Plan on 28 September 2017, to be followed by a publicity period, running from 11 October to 22 November 2017. A briefing session had been arranged for parish councils and neighbourhood planning groups at Didcot on 11 October 2017.

RESOLVED: 1 That Mr I G C Pearson be appointed to attend the Local Plan briefing session on 11 October 2017, and that his attendance be an approved duty for the purposes of expenses.

2 That it be suggested to the Kidmore End Neighbourhood Development Plan Steering Group that it appoints a member to attend the briefing session.

#### 4.11 TEMPORARY ROAD CLOSURE

With e-mails, the County Council’s Director of Infrastructure Delivery gave notice of a temporary closure, under the Road Traffic Regulation Act 1984, of Horsepond Road, Gallowstree Common, between the junctions with Park Lane and Wood Lane, on 21 August 2017, for 5 days, to facilitate carriageway maintenance works. Originally intended to be between 0730 and 1630 each day, the closure was subsequently made for 24 hours each day.

#### 4.12 MEMBERSHIP OF THE COUNCIL

(cf 11.19/17) The Democratic Services Manager of the District Council reported, by e-mail, that his Council’s Community Governance and Electoral Issues Committee had, on 10 July 2017, decided to undertake a second stage consultation proposing a reduction in the number of parish councillors for the Parish from 12 to 10. He asked that the Council publicise the consultation on its website and noticeboards, and sought the Council’s views on the proposed reduction.

RESOLVED: That the District Council be advised that it remains the wish of the Council that the number of parish councillors for the Parish be reduced to 10.

#### 4.13 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

The Council noted updates for members published by the Oxfordshire Association of Local Councils in July and August 2017.

#### 4.14 BROADBAND

(cf 8.08/17) The Council noted an update, from the County Council, on its Better Broadband programme for the Parish. The programme was drawing to a close and it was expected that completion would occur in December 2017.

Mr H Thresher advised that, while the installation of the new cabinets for Chalkhouse Green and the southern part of Tokers Green were on schedule, there might be delay in commissioning the required cabinet for the northern part of Tokers Green, because of difficulties with landowners about securing an electrical supply to the chosen site.

#### 4.15 TELEPHONE KIOSKS

(cf 2.22/17) Mr T M Perchard and Mr H Thresher reported that the former telephone kiosk at

Kidmore End had been repositioned and re-orientated during the summer. Members thanked Mr Perchard and Mr Thresher for arranging the work. Mr Perchard and Mr Thresher asked whether the concrete pad at the kiosk's former location should be removed.

With an e-mail, BT Payphones enclosed a contract for the Council to acquire the telephone kiosk at Cane End, once it had been decommissioned. Members recalled that the Council had offered, in January 2017, to purchase the kiosk, if it was declared redundant by BT.

The Chairman advised that Mr & Mrs A MacAslan of Tokers Green Lane, Kidmore End had indicated a willingness to manage the former telephone kiosks on behalf of the Council. In this connection, they had suggested the repositioning of the Chalkhouse Green kiosk to the triangle of land near the seat and noticeboard, and the repositioning of the seat and noticeboard opposite the Kidmore End well to the junction with Craysleaze, next to the telephone kiosk.

RESOLVED: 1 That the concrete pad forming the previous base of the former telephone kiosk at Kidmore End be retained in situ.

2 That the telephone kiosk at Cane End be purchased from BT Payphones and that the Clerk be authorised to sign the agreement with the Company, for the sale and purchase of the kiosk.

3 The enquiries be made of Soha Housing Ltd as to whether a bench could be sited adjacent to the former telephone kiosk at Kidmore End.

4 That the former telephone kiosk at Chalkhouse Green be retained in its present position.

#### 4.16 BEFREE YOUNG CARERS

In a letter, the Director of BeFree Young Carers (formerly South & Vale Young Carers) asked that the Council consider making a donation to support the work of the organisation with carers aged 8 to 25 across the District.

RESOLVED: That consideration of the request be deferred until later in the year.

#### 4.17 KIDMORE END VILLAGE – TRAFFIC SPEEDS

(cf 2.16/17) An officer in the County Council's Traffic Safety & Accident Prevention Team advised, by e-mail, that as his Council had received one objection – from a resident of Emmer Green – to the proposed reduction of the speed limit on roads in Kidmore End village to 20mph, the proposal had to be decided by the County Council's Cabinet Member for Environment. There had, however, been over 40 responses in support of the proposal.

The Clerk, as a matter of urgency, wrote to the County Council, indicating that the Council remained wholly committed to the reduction in the speed limit, which, it believed, was the wish of the vast majority of the residents of, and visitors to, the village.

The Council was invited to address the meeting, on 7 September 2017, when the Cabinet Member was to reach a decision. However, neither Member of the Transport Sub-Committee was available to attend. The Cabinet Member had approved the proposed reduction in the speed limit.

RESOLVED: That the action of the Clerk be approved and confirmed.

#### 4.18 CLEANSLATE

The Chair of Trustees of Cleanslate requested, in an e-mail, that the Council consider making a donation to her organisation which provided counselling and support for male and female victims of abuse.

RESOLVED: That consideration of the request be deferred until later in the year.

#### 4.19 PLAYING FIELDS COMMITTEE

The Chairman of the Playing Fields Committee reported that the Committee had met on 13 September 2017.

The accounts for their use of the Recreation Ground and Pavilion in the year ended 31 March 2017, calculated in accordance with previous practice, had been submitted to the Cricket and Football Clubs. The Committee was reviewing the calculation for the current and future years.

An inspection of the surface water drainage system had demonstrated that it worked, so the overflowing of the gutters on the Pavilion was almost certainly a product of the capacity of the down pipes, or the angle of the “elbows” on those pipes.

The Committee was seeking further quotes for a survey of the Pavilion (one had been received in the sum of £1,750) and for reflooring the players’ entrance (one had been received in the sum of £1,480).

The Chairman advised that the Committee and the Cricket Club were exploring the promotion of a music festival at the Recreation Ground on a day during the late spring bank holiday weekend, 2018, the profit there from to be shared between the Committee and the Club. Members observed that they had had no prior notice of this, but indicated that they had no objection to the venture.

#### 4.20 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

The Chairman reported that the Neighbourhood Development Plan Steering Group had met for the first time on 7 September 2017. There were 18 members of the Group, and the Chairman of the Council had accepted the role of Chairman of the Steering Group. The Group had adopted terms of reference.

#### 4.21 CAVERSHAM CONSOLIDATED CHARITIES

Mrs S J Hunter reported the absence of any contact with the Clerk to the Trustees of the Caversham Consolidated Charities.

#### 4.22 QUESTIONS TO CHAIRMAN

In answer to questions, the Chairman

- advised that the Clerk had recovered the finial cross on Kidmore End well from the nearby highway on 13 September 2017 and had asked Miles & Co of Mapledurham to quote for repositioning/replacing the cross;
- agreed that householders should be requested to cut back overgrowing roadside hedges in Chalkhouse Green Road, and elsewhere in the Parish;
- asked the Clerk to report on the insurance cover provided for Members when engaged on Council business;
- commented that brambles and other vegetation needed to be removed from the south corner of Kidmore End pond: Mr T M Perchard indicated that he would look into the matter.