

KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 22 November 2017 at 8.00pm and concluded at 9.55pm.

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

Apologies for absence were received from Ms S Forde, Mrs S Hall, Mrs S J Hunter, R Simister (district councillor).

6.01 MINUTES

The Minutes of the meeting held on 18 October 2017 were taken as read, confirmed and signed as a correct record.

6.02 REPORT OF COUNTY COUNCILLOR

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

- applying on-line for primary school places;
- digital helpers in libraries;
- the opening of the new Westgate Centre in Oxford.

6.03 REPORT OF DISTRICT COUNCILLOR

In presenting his apologies for absence, Mr R Simister, the district councillor for the Kidmore End & Whitchurch ward, had reported, in writing, on

- the South Oxfordshire Local Plan 2033;
- the progress with neighbourhood development plans across the District;
- the Oxford to Cambridge expressway;
- new parliamentary constituency boundary proposals;
- his Council's new community lottery;
- new offices for his Council;
- changes to recycling and waste collection arrangements.

6.04 REPORT OF AREA BEAT OFFICER

The Chairman advised that a PCSO of the Thames Valley Police had advised her that there had been no incidents to report in the Parish, save for a burglary in Wood Lane, Kidmore End.

6.05 KIDMORE END VILLAGE – TRAFFIC SPEEDS

(cf 5.05/17) An officer from the County Council's Environment & Economy Directorate indicated, in an e-mail, that a road marking crew would refurbish various road markings in Kidmore End and would install a "20" roundel marking on the carriageway at each entrance to the new limit (at no cost to the Council). He intended to arrange for the installation of the new speed limit signage when the Council had paid the account for the change to the limit.

Members noted that the "20" roundels had been installed.

6.06 PLAY AREAS

(i) Refurbishment project

(cf 5.06(i)/17) The Clerk advised that the District Council officers had approved the release of the balance of the grant from their Council - £8,270 – towards the project to refurbish the play areas at Gallowstree Common and Kidmore End.

(ii) Safety inspections

(cf 5.06(ii)/17) The Council noted a report (17/18 - 8) of the Clerk recording formally the action taken, or proposed to be taken, in response to risks identified during the 2017 inspections of the play areas at Gallowstree Common and Kidmore End.

(iii) Kidmore End Play Area

(cf 5.06(iii)/17) The Clerk observed that footpath 12 ran through the Kidmore End Play Area, adjacent to the fence of Willow House, Tokers Green Lane, Kidmore End. He commented that the Council could not deny persons access to public paths. In the circumstances, the Chairman indicated that she would approach the occupiers of Willow House about the purpose of the hinged panel in the fence.

6.07 DISTRICT COUNCIL'S TOWN AND PARISH FORUM

(cf 5.07/17) Mr H Thresher reported on the District Council's Town and Parish Forum, held on 1 November 2017, and in particular about:

- the lottery for good causes being promoted by the District Council, with the expectation of 1,000 participants in the first year;
- Didcot Garden Town, which would comprise 6,000 houses, generate 20,000 jobs and lead to the tripling of the population of the area: bids had been submitted to the Government for finance for essential infrastructure;
- 17,000 additional homes elsewhere across the District;
- neighbourhood development plans, of which the District Council was very supportive.

6.08 TELEPHONE KIOSKS

(cf 5.08/17) In presenting her apologies for absence, Mrs S J Hunter had reported on her research into benches, for possible siting adjacent to the former telephone kiosk in Kidmore End. She indicated that benches cost between £370 (steel and wood) and £450 (wood), with a recycled material bench costing £420.

The Chairman asked the Council to record its thanks to Mr & Mrs A McAslan of Kidmore End for repainting the kiosk at Kidmore End.

RESOLVED: That a bench manufactured from recycled materials be purchased for installation adjacent to the former telephone kiosk in Kidmore End.

6.09 KIDMORE END POND

(cf 5.10/17) Mr I G C Pearson advised that he had cut back some of the brambles at the south corner of Kidmore End pond, and Mr T M Perchard indicated that he would cut back the remaining vegetation to expose fully the footway etc.

6.10 ALLOTMENTS

(i) Gallowstree Common - Water

(cf 5.12/17) Castle Water Ltd had advised, by e-mail, that arrangements would be made to read the meter on the water supply at the allotments in Gallowstree Common.

(ii) Tenancies

The Clerk reported that 4 tenants of the allotments had yet to pay their rent, which had become due at Michaelmas (29 September) 2017.

RESOLVED: That tenants of the allotments who have not paid their rents by the next quarter day – 25 December 2017 – be deemed to have surrendered their tenancies.

6.11 LOGO FOR THE COUNCIL

(cf 5.25/17) Ms A S O'Reilly reported that it was not possible to include the names of the 5 settlements into the proposed corporate logo, as submitted to the Council at its last meeting, in terms of the its appearance on the website. However, it would be possible to incorporate those names in the footer of the letterhead derived from use of the proposed logo.

RESOLVED: 1 That the corporate logo submitted to the last meeting be adopted.

2 That the Council's letterhead for correspondence include the adopted logo, with the names of the 5 settlements shown in the page footer.

6.12 FINANCE

(i) Balances

The Clerk reported that balances at the bank totalled £34,491.37.

(ii) Accounts for payment

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

Ian Kendrick Ltd – Mowing, 2017 and mowing highway verges (2 nd cut)	£2,934.00
Vines Farm – Hedge cutting at allotments	£144.00
Wicksteed Leisure Ltd – Fixing caps for play equipment	£11.40
United Kingdom Debt Management Office – Loan repayment	£7,011.74†
R F Penfold – Salary net of Income Tax	£376.49
HM Revenue & Customs – Income tax deducted	£250.99
R F Penfold – Printing agenda etc	£9.80

† *To be paid by direct debit*

6.13 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the applications for

change of use of building from an ancillary residential use to a mixed C3 residential use and B1(a) office use for use only by the occupiers of Curtis Farm and up to a maximum of 5 full time employees at any one time at Curtis Farm, Tokers Green Lane, Kidmore End;
proposed loft conversion with 2 rear pitched dormers at 5 Craysleaze, Kidmore End

had been permitted conditionally and that the following applications had been refused:

proposed erection of market housing (9 units) and affordable housing (5 units) on land to west of Tokers Green Lane (aka The Elms), Tokers Green;
proposed erection of market housing (10 units) on land to west of Tokers Green Lane (aka The Elms), Tokers Green;
demolition of existing house and construction of new replacement garage at Oakridge Farm, Wood Lane, Kidmore End.

(ii) Action of Plans Sub-Committee

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:

conversion of part garage space into additional room, including extension to front at Hollybank, Rokeby Drive, Tokers Green;
proposed 2-storey side extension at Pine Tree Cottage, Reading Road, Cane End;
erection of new dwelling at Fairlea, Horsepond Road, Gallowstree Common (amended plan).

(iii) Applications

The Council considered an application referred to it since the last meeting .

RESOLVED: That observations be sought from Mr R S Young of Cane End on the application for a certificate of lawful development for continuous use of dwelling as a separate permanent dwellinghouse at The Flat, The Old Farmhouse, Cane End for Mrs W Shrier.

(iv) Planning appeal

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 residential development of up to 245 dwellings on land off Peppard Road, Emmer Green [Parish of Eye & Dunsden]. The appeal was to be determined on the basis of an inquiry. The Chairman advised that the likely date of the inquiry was May 2018. She also reported on discussions by the Campaign Against Gladman in Eye & Dunsden (CAGE) regarding the appeal.

(v) District Council's Planning Committee

By letter, the District Council's Head of Planning invited the Council to make representations, orally, at the meeting of the District Council's Planning Committee to be held on 29 November 2017, about the application for change of use from light industrial to residential, demolition of existing workshop and store and erection of 2 storey detached house at The Piggery, Gravel Hill, Caversham. The opportunity arose because the Council had recommended refusal of the application while the District Council's officers recommended approval. Following a full discussion about grounds for the possible refusal of the application, it was

RESOLVED: That the invitation to address the District Council's Planning Committee be accepted and that Mr I G C Pearson be appointed to address the Committee, in opposition to the application, his attendance being an approved duty for the purposes of expenses.

(vi) Possible development of land at Cane End

Mr M Denness, acting for JPP Land Ltd, indicated, by e-mail, that the Company was exploring the development of the site of the restaurant, formerly the Palm Tree, Reading Road, Cane End. He asked whether he could meet councillors to discuss preliminary proposals. In addition, residents had been invited to consultation meetings on 23 November 2017.

RESOLVED: That the approach from JPP Land Ltd be referred to the Neighbourhood Development Plan Steering Group.

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

(cf 4.10(vi)/17) The Planning Inspectorate, in a letter, acknowledged receipt, on behalf of the Secretary of State for Communities and Local Government, of the copy of the letter sent by the Chairman to the Leader of the District Council urging the latter to challenge the decision on the planning appeal in respect of Thames Farm, Shiplake. The Inspectorate declined to comment on the letter, as the District Council had made a formal challenge in the High Court against the appeal decision. It had been reported in the local print media that the District Council's legal action had not been successful.

(viii) South Oxfordshire Local Plan

(cf 5.13(v)/17) The Head of Planning of the District Council, by e-mail, advised that the consultation period on the publication version of the Local Plan had been extended to 30 November 2017, and that the Local Plan policies' map had been published.

The response to the District Council, drafted by the Plans Sub-Committee, had been circulated to each Member.

RESOLVED; That the response to the South Oxfordshire Local Plan, drafted by the Plans Sub-Committee, be adopted, subject to strengthening in respect of opposition to a third Thames bridge near Reading.

(ix) South Oxfordshire Strategic Housing and Employment Land Availability Assessment

The Council noted a schedule, compiled by the Clerk, listing the sites in the Parish included in the District Council's most recent Strategic Housing and Employment Land Availability Assessment and the assessment reached in respect of each site. Full details had been published on the District Council's website.

6.14 GENERAL DATA PROTECTION REGULATIONS (GDPR)

A briefing note from the Oxfordshire Association of Local Councils, about the changes to data protection law in May 2018, had been circulated to Members. A model privacy notice and a model policy for dealing with requests for information were attached to the note, together with a checklist from the Information Commissioner's Office. In summary, parish and town councils should

- have an appropriate data protection policy
- appoint a data protection officer
- ensure all staff and councillors have data protection training
- carry out a data protection audit
- think about data protection when implementing decisions
- ensure systems have data protection built in
- ensure personal data is not made available to an indefinite number of people.

Members discussed a number of implications of the new regulations.

RESOLVED: That consideration of the General Data Protection Regulations (GDPR) be deferred to the next meeting.

6.15 OXFORDSHIRE TRANSPORT AND ACCESS TO SERVICES 2017

By e-mail, Community First Oxfordshire invited the Council to participate in the Oxfordshire Transport Survey for town and parish councils. It was reported that the Transport Sub-Committee had completed the survey on behalf of the Council.

RESOLVED: That the action of the Transport Sub-Committee be approved and confirmed.

6.16 CHILTERN CONSERVATION BOARD

In a letter, the Chief Officer of the Chilterns Conservation Board asked that the Council consider making a donation to support the work of the organisation.

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

6.17 SUE RYDER - NETTLEBED HOSPICE

The Community Fundraising Officer of Sue Ryder – Nettlebed Hospice asked that the Council consider making a donation to support the work of the hospice.

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

6.18 TOKERS GREEN LANE, TOKERS GREEN – TRAFFIC MANAGEMENT

Mr M Cooper of Tokers Green Lane, Tokers Green commented, in an e-mail, that there seemed to be an increasing number of large lorries trying to access Tokers Green Lane from Reading causing problems for both motorists and pedestrians, given the narrowness of the carriageway. He wondered whether the Council would support the installation of signs indicating that the route was unsuitable for lorries.

RESOLVED: That Mr Cooper be advised to raise the matter with the highways authority in the first instance.

6.19 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

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

6.20 PRIMARY OR INFANT SCHOOL ADMISSIONS

The County Council's [School] Admissions and Transport Services Manager enclosed, with a letter, a poster about the entry process to infant or primary school for children born between 1 September 2013 and 31 August 2014.

6.21 THIRD THAMES BRIDGE

Members had been alerted to the release, by Wokingham Borough Council, of the document "New Thames Crossing East of Reading: strategic outline business case", produced by WSP Parsons Brinckerhoff.

John Howell MP, in an e-mail, set out a note of his views about an additional bridge over the River Thames in Reading. Members expressed concerns about the impact of such a bridge on the

infrastructure and environment of southern South Oxfordshire.

RESOLVED: That John Howell MP be advised of the Council's opposition to the concept of a third vehicular bridge over the River Thames near Reading.

6.22 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

The Council noted a report (17/18 - 9), being a summary of the minutes of the meeting of the Neighbourhood Development Plan Steering Group held on 9 November 2017.

The District Council had initiated the formal consultation about the area to be covered by the Neighbourhood Development Plan in light of, and following, the decision of the Council, at its last meeting. The consultation would conclude on 4 December 2017.

6.23 PLAYING FIELDS COMMITTEE

The Chairman of the Playing Fields Committee reported that the Committee had met on 8 November 2017, when the principal business had been a discussion on the ability and willingness of Kidmore End Football Club to pay its account for use of the Gallowstree Common Recreation Ground and Diamond Jubilee Pavilion during the financial year 2016/17, how to proceed for the 2017/18 football season and whether the Football Club would continue in its traditional role as a partner in the management of the facilities at the Recreation Ground.

6.24 MEETINGS, CONFERENCES ETC

The Chairman reported that she had attended a meeting concerning the Ordnance Survey public sector mapping arrangements, and the facilities available under that scheme.

She also reported on a meeting of the Chilterns Conservation Board, with special reference to the increasing burden of planning applications relating to sites within the Area of Outstanding Natural Beauty, requiring comment.

The Vice-Chairman reported on her visit to the food waste digester plant at Benson.

6.25 QUESTIONS TO CHAIRMAN

In answer to a question, the Chairman advised that the Clerk had heard from Dr D W H Miles, of Miles & Co, about restoring the cross on the well at Kidmore End. The likely cost would be between £100 and £140, but Dr Miles would welcome sight of early photographs showing the orientation of the cross.