

KIDMORE END PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 23 May 2018 at 8.00pm and concluded at 9.55 pm.

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

Also present: R Simister (district councillor).

Apologies for absence were received from Mrs S Hall, J A Swift QC.

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 18 April 2018 were taken as read, confirmed and signed as a correct record, subject to

- changing the name "Emmons" to "Emmens" in Minute 11.05;
- renumbering after Minute 11.06;
- changing the sum "£42.50" to "£42.00" in Minute 11.09(ii).

1.04 REPORT OF COUNTY COUNCILLOR

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

- his Council's first thoughts on the proposed Oxford to Cambridge Expressway;
- the acquisition of an additional pothole fixing machine;
- action against overweight lorries on rural roads and bridges;
- his Council's care worker recruitment campaign.

Members reported the repair of some potholes in roads in the Parish.

1.05 REPORT OF DISTRICT COUNCILLOR

Mr R Simister, the district councillor for the Kidmore End & Whitchurch ward, reported on

- his Council's preference for the route of the Oxford to Cambridge Expressway;
- his Council's budget of £1m to help to bring faster Broadband to not-easy-to-connect sites and communities;
- the announcement by his Council of a 5.4 year land supply for housing (see Minute 1.14(vi));

- the decision of his Council to review again its draft Local Plan (see Minute 1.14(vii)): Members posed a number of questions to Mr Simister about this.

Mr Simister also advised that he was no longer a member of his Council's Cabinet, following a change in the leadership.

1.06 APPOINTMENT OF OFFICERS, SUB-COMMITTEES AND REPRESENTATIVES

RESOLVED: That the following appointments be made for the period to the Annual Meeting in 2019:

Allotments Manager	Mrs S G Hall
Deputy Allotments Manager	Dr C D Aldridge
Wells Manager	Mrs S G Hall
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 and Gallowstree Common</i>), Mrs S G Hall, Mr T M Perchard
Rights of Way Sub-Committee	Dr C D Aldridge, Ms S L Forde, 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 Miros*, Ms A S O'Reilly, Mrs J Russell*
Representatives on Kidmore End Neighbourhood Development Plan Steering Group	Ms S M Biggs, Mr I G C Pearson
Representative on Oxfordshire Association Local Councils	Ms A S O'Reilly
Representatives on Playing Fields Committee	Ms S L Forde, Mr I G C Pearson, Mr H Thresher
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

1.07 GENERAL DATA PROTECTION REGULATIONS (GDPR)

(cf 11.03/18) The Council considered a report (18/19 – 1) of the Clerk designed to assist it to address the implications of the new General Data Protection Regulations, which would come into force on 25 May 2018.

In an e-mail, Oxfordshire Association of Local Councils forwarded a communication from the National Association indicating that the Government had tabled an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings from the requirement to appoint a data protection officer.

RESOLVED: 1 That the report be noted.

2 That the action plan set out in Appendix 1 of the report be adopted.

3 That a sub-committee, comprising the Chairman and Ms A S O'Reilly, be appointed to progress the action plan.

4 That, if the amendment to the Data Protection Bill is not adopted, the sub-committee will recommend the appointment of a data protection officer.

5 That the sub-committee be authorised to act on behalf of the Council in respect of all relevant matters, subject to subsequent report of its actions.

1.08 TRAFFIC MANAGEMENT MATTERS

(i) Temporary road closure

(cf 11.05/18) The Clerk reported that he had received an acknowledgement from the County Council's Director of Infrastructure Delivery in respect of the enquiry about the implementation of the temporary closure of Chalkhouse Green Road, Kidmore End, in April 2018.

(ii) Kidmore End village – 20 mph speed limit

(cf 11.07/18) The Chairman reported that a full complement of 20mph speed limit repeater signs had been restored in Tokers Green Lane, Kidmore End.

(iii) Cane End – vehicle speeds

In an e-mail, Mr T Morley of Reading Road, Cane End, complained about the dangers to pedestrians posed by the speed of vehicles along the A4074 road in Cane End, and urged a reduction in the speed limit through that settlement.

RESOLVED: That the complaint by Mr T Morley be forwarded to the County Council.

1.09 CANE END ALLOTMENTS

(cf 11.12/18) The Clerk reported that Caversham Solicitors Ltd had finalised the terms of the easement for the water supply pipe for the allotments at Cane End, with solicitors acting for Mr A J Adams.

RESOLVED: That the Chairman and Vice-Chairman be authorised to sign the deed of easement for the water supply pipe to the Cane End allotments.

1.10 MEMBERSHIP OF THE COUNCIL

(cf 11.13/18) The Clerk reported that, having given notice of the vacancy for the office of parish councillor caused by the resignation of Mrs S J Hunter, he had not been advised by the Returning Officer of the District Council that an election had been called to fill the vacancy. Accordingly, it was open to the Council to fill the vacancy by co-opting a suitably qualified person.

The Clerk further advised that he had not received any expressions of interest in serving as parish councillors.

The Clerk reported that the District Council's Community Governance & Electoral Issues Committee had met on 14 May 2018, when it had considered reducing the number of parish councillors in the Parish, as requested by the Council. Publication of its decision was awaited.

RESOLVED: That consideration of the filling of the vacancies for the office of councillors be deferred pro tem.

1.11 KIDMORE END PLAY AREA

(cf 11.18/18) It was noted that the cherry tree in the Kidmore End Play Area had been felled.

1.12 FINANCE SUB-COMMITTEE

The Council received the minutes of the meeting of the Finance Sub-Committee held on 8 May 2018.

The Responsible Financial Officer apologised that he had yet to complete the compilation of the draft summary receipts and payments accounts for the year ended 31 March 2018.

RESOLVED: That Section 1 of the Annual Governance and Accountability Return for the year ended 31 March 2018, as set out in the Appendix to the Minutes of the Sub-Committee, be approved and confirmed.

1.13 FINANCE

(i) Balances

The Clerk reported that balances at the bank totalled £41,905.06.

(ii) Accounts for payment

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

SAS Landscaping Ltd – Concrete base and fitting bench	£216.00
SAS Landscaping Ltd – Posts at Kidmore End pond	£282.00
Playsafety Ltd – Inspection of play equipment	£172.20
Ms S M Biggs – Printing for NDP household survey etc	£157.66
The Henley College – Printing Parish Newsletter	£45.00
Eye & Dunsden Parish Council – Contribution to CAGE (replacement cheque)	£1500.00
United Kingdom Debt Management Office – Loan repayment	£6944.49†
Heights Tree Care – Works to tree in Kidmore End Play Area	£636.00
Ms S M Biggs – Advertisement in Henley Standard (NDP)	£276.67
Ms S M Biggs – NDP Facebook advertising	£121.57
R F Penfold – Salary net of Income Tax	£382.09
HM Revenue & Customs – Income tax deducted	£254.73
R F Penfold – Printing agenda etc	£12.80

† *To be paid by direct debit*

1.14 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the applications for

erection of 4 detached and a pair of semi-detached dwellings following demolition of existing restaurant building at The Palm Tree, Reading Road, Cane End;

part demolition of existing house and conversion to garage store and workshop at Oakridge Farm, Wood Lane, Kidmore End;

residential development of 50 dwellings, access, public open space and landscaping and provision of land for community sport/recreation facilities at Bishopswood Middle Field and Memorial Hall, Reades Lane, Sonning Common [Parish of Sonning Common];

erection of 2-storey and single storey rear extension at Merville, Hazelmoor Lane, Gallowstree Common;

had been permitted conditionally.

(ii) Action of Plans Sub-Committee

By e-mail, the District Council's Head of Planning referred to the Council's response to the amended plan for development at Yew Tree Cottage, Horsepond Road, Gallowstree Common, and indicated that his Council would expect the Council to make representations to the Planning Committee, when the application was considered by that body.

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:

2 storey and single storey rear extension and internal alterations at Merville, Hazelmoor Lane, Gallowstree Common (amended plan);
erection of 2-storey 3-bedroom dwelling at rear of garden at Yew Tree Cottage, Horsepond Road, Gallowstree Common (amended plan).

(iii) Applications

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

RESOLVED: 1 That no objections be submitted on the application for the erection of a timber garden building measuring 3m by 4m with a mono pitch roof with a maximum height of 2.5m at Byfield, Reades Lane, Gallowstree Common for Mr & Mrs T Crossland.

2 That the following comments be made on the application for demolition of existing bungalow and construction of 1 pair of 4-bed semi-detached houses, with associated external works, at 3 Hazelmoor Lane, Gallowstree Common for Mr C Bancroft "No objections, but concern about potential loss of light and privacy for residents of 2 Hazelmoor Lane".

(iv) Planning appeals

(cf 11.10(iii)/18) The Chairman reported that, in the light of the District Council's announcement of its housing land supply (see Minute 1.14(vi) below), the inspector had adjourned the public inquiry into the appeal against refusal of planning permission for major housing development at Bryants Farm, Emmer Green, to 29 August 2018. However, the inspector had heard statements made by local interest groups, and the Chairman had spoken on behalf of the Council, in opposition to the proposed development.

By letter, the District Council's Tree Officer explained that the trees on the western side of Peppard Road, north of the boundary with Reading, which had been suggested as deserving of a tree preservation order, were not growing within a domestic curtilage. As a result, they were afforded a degree of protection by the Forestry Act, in that a felling licence would need to be granted by the Forestry Commission. Accordingly, his Council would defer any consideration of making an order until after the result of the appeal relating to land on the eastern side of the road was known.

(v) Possible unauthorised development

The meeting was alerted to a number of cases of possible unauthorised development in the Parish, as follows:

- Kerak, Chalkhouse Green Road, Kidmore End: these premises had been used for childcare, as evidenced by the advertising hoarding at the entrance, for some time. In addition, there were buildings on site, apparently in connection with the childcare business, which appeared not to have been the subject of applications for planning permission.
- Little Orchard, Park Lane, Cane End: the boundary hedge adjacent to Horsepond Road

had been grubbed out and a close boarded fence erected. Should this fence have been the subject of a planning application?

- Oakridge Farm, Wood Lane, Kidmore End: was planning permission required for the gates erected on the 2 entrances into these premises? Did the apparent commercial use, by a third party, of the structure in the copse at this site require planning permission?
- The Copse, Mill Lane, Kidmore End: these premises were licensed for the conduct of weddings. Local residents had raised issues concerning the unneighbourly noise generated by the events held at the premises. Did this use of the premises require planning permission?

RESOLVED: That the above possible unauthorised development be referred to the District Council for investigation.

(vi) Housing land supply

The Council noted a press release from the District Council indicating that that Council's Housing Land Supply Statement for 2017/18, published on 30 April 2018, showed that it had a 5.4-year supply. Accordingly, the presumption in favour of sustainable development, in the National Planning Policy Framework, would not apply.

(vii) South Oxfordshire Local Plan

(cf 10.12(v)/18)) In another press release, the District Council advised that it would look again at all available sites for major housing development in the district, following a decision at a meeting on 15 May 2018 to do more work to determine the most suitable locations, before finalising its Local Plan. The review would include 2 sites in the Parish, put forward by developers – land at Emmer Green, Reading and Reading Golf Club.

Members expressed alarm, concern and disappointment at the decision and discussed how the Council should respond to it.

1.15 VEHICLE SPEED INDICATOR DEVICE

The Clerk to Highmoor Parish Council advised, in an e-mail, that her Council was considering purchasing a vehicle speed indicator device, which could be borrowed by other councils for a modest fee. She asked if there would be interest in such a scheme.

RESOLVED: That Highmoor Parish Council be advised that the Council would be interested in participating in the scheme giving relatively easy access to a vehicle speed indicator device.

1.16 SALARY OF CLERK

The Clerk advised that, as a result of the concluded national negotiations, his salary had increased, in accordance with the salary scale adopted in October 2005, to £2,811 per annum with effect from 1 April 2018.

1.17 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

The Council noted an update for members published by the Oxfordshire Association of Local Councils in April 2018.

1.18 MEETINGS FOR PARISH AND TOWN COUNCILS

The Chief Executive of the County Council, in an e-mail, issued an invitation to parish and town councils to be represented at meetings, organised by his Council, with the Leader, Chief Executive and key officers of the County Council. 8 such meetings were planned between July and November, at

various venues, the nearest being in Abingdon, Harwell and Wheatley.

RESOLVED: That complaint be made to the County Council that none of the proposed meetings was in southern South Oxfordshire.

1.19 MERCHANT NAVY DAY

In a letter, the Campaigns' Manager of Seafarers UK asked the Council to raise public awareness of the nation's reliance on seafarers and shipping by flying the Red Duster (the official flag of the British Merchant Navy) ashore on Merchant Navy Day, 3 September.

1.20 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

The Council noted a report on the meeting of Neighbourhood Development Plan Steering Group held 25 April 2018 and the minutes of the "Call for Sites" meeting of Group held on 8 May. The Chairman supplemented this with an oral report on the output from the household survey.

1.21 PLAYING FIELDS COMMITTEE

The Chairman of the Playing Fields Committee reported that the Committee had met on 9 May 2018, when the principal business had again been about the Committee's relationship with Kidmore End Football Club and the use of the Recreation Ground during the winter months. The Committee had also noted the decision of the Council to make budgetary provision for a condition survey of the Diamond Jubilee Pavilion. A door in the ladies' cloakroom had been damaged earlier in May. The Committee had noted the final arrangements for the "Round the Boundary" event.

1.22 DATES OF MEETINGS

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

20 June 2018	21 November 2018	20 February 2019
18 July 2018	12 December 2018	20 March 2019
19 September 2018	23 January 2019	17 April 2019
24 October 2018		

2 That the Annual Meeting of the Council be held on 15 May 2019 at 8pm.

1.23 QUESTIONS TO CHAIRMAN

In answer to a question, the Chairman commented that the closure of the Kidmore End Pre-School might have a significant effect on the future of the Parish Room.