

KIDMORE END PARISH COUNCIL

Minutes of a meeting the Parish Council held at the Church Room, Kidmore End on Wednesday 19 September 2018 at 8.00pm and concluded at 9.45pm.

Present: Ms S M Biggs (Chairman), Dr C D Aldridge (Vice-Chairman), A B Gitsham, Ms A S O'Reilly, T M Perchard.

Apologies for absence were received from Mrs S Hall, I G C Pearson, J A Swift QC, H Thresher.

5.01 MINUTES

The Minutes of the meeting held on 18 July 2018 were taken as read, confirmed and signed as a correct record, subject the correct spelling of the acronym CAGE in Minute 4.09(v).

5.02 REPORT OF COUNTY COUNCILLOR

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

- his Council's partnership with Cherwell District Council;
- his Council's review of the costs and liabilities relating to its properties, as a result of the Carillion collapse – the Company had provided services like building maintenance;
- continued improving figures in the County for delayed transfer of care of hospital patients after their recovery;
- his Council's campaign to promote active and healthy travel.

5.03 REPORT OF AREA BEAT OFFICER

It was reported that PCSO J Smith of the Thames Valley Police was now responsible for the Parish.

(cf 4.04/18) Mr T M Perchard reported orally on the meeting of the Police Henley and District Area Forum of the Thames Valley Police, held on 13 August 2018. At the meeting, the Sector Sergeant had stressed that his resources were limited, and, therefore, thinly stretched.

5.04 OPEN SESSION

During the Open Session, Mr R S Young, speaking on behalf of Vines Farm, addressed the Council on his concerns about parking in Kidmore End, and his suggestion for the alleviation of the problem (see Minute 5.07(iv)).

5.05 MEMBERSHIP OF THE COUNCIL

(cf 4.05/18) The Chairman welcomed Mr A B Gitsham to the Council, at the start of the meeting.

The Clerk reported that no election had been called to fill the vacancy caused by the resignation of Ms S L Forde.

5.06 APPOINTMENT OF OFFICERS, SUB-COMMITTEES AND REPRESENTATIVES

(cf 4.05/18) RESOLVED: That consideration of the appointment of a person to serve as a representative on the Playing Fields Committee, vice Ms S L Forde, be deferred to the next meeting.

5.07 TRAFFIC MATTERS

(i) Temporary road closures

With an e-mail, the Director of Infrastructure Delivery of the County Council gave notice of a temporary closure, under the Road Traffic Regulation Act 1984, of Tokers Green Lane, Tokers Green, north of the junction with Skarries View, from 11 to 20 September 2018, to facilitate the installation of a new power connection for high speed broadband. The suggested alternative route was via Mill Lane, Kimore End. The Chairman reported that, at her request, the County Council had erected signs designed to deter heavy goods vehicles using the diversion route.

(ii) Junction of A4074 road and Rokeby Drive, Chazey Heath

(cf 4.06(ii)/18) The Chairman reported on her meeting with an officer of the County Council about issues relating to the junction of the A4074 road with Rokeby Drive, Chazey Heath. The officer had acknowledged the dangers posed by the narrowness of the footway on A4074 near the junction and the vegetation growth which reduced visibility for drivers turning out of Rokeby Drive. The officer had undertaken to secure some remedial cutting back of the vegetation.

(iii) Vehicle speed reduction campaign

(cf 4.06(iv)/18) The Clerk reported that, thus far, one councillor had identified suitable structures for the display of vehicle speed reduction posters.

(iv) Kidmore End – parking

Mr R S Young, on behalf of Vines Farm, drew attention, in a letter, to the difficulties posed regularly to traffic passing through Kidmore End by vehicles parked in the vicinity of the Church and the School. He was concerned about the potential impact of this on the response times of emergency service vehicles. He suggested that, as part of the Neighbourhood Development Plan, consideration was given to the glebe land, at Cold Norton Corner, being used as a green carpark for the benefit of the School and the Church.

The Chairman undertook to raise the matter with the Neighbourhood Development Plan Steering Group, the Headteacher of the School and the Vicar.

(v) Reades Lane, Gallowstree Common – vehicle speeds

Ms D Morton of Reades Lane, Gallowstree Common commented, in an e-mail, that the speed limit of 30mph was rarely observed in Reades Lane, and the road was carrying additional traffic because of the development opposite Chiltern Edge School. She requested the introduction of some traffic calming measures in the road. In acknowledging her request, the Clerk had enquired of Ms Morton as to type of measure she was seeking. She had not replied by the date of the meeting.

(vi) Horsepond Road, Gallowstree Common – vehicle speeds, hedges and footway

Mr K Davies, of Gallowstree Common complained, in an e-mail, about vehicles being driven in Horsepond Road, Gallowstree Common in excess of the speed limit, urging that some enforcement action was taken. He also expressed concern about the narrowness of the footway on Horsepond Road, which was exacerbated by the outgrowth of some of the hedges adjoining the footway.

Members noted the possibility of some voluntary use of a vehicle speed indicator device in the Parish. The Chairman advised that she had drawn the attention of an officer of the County Council to the narrowness of the footway in some parts of Horsepond Road.

(vii) Speedwatch

Mr T M Perchard reported orally on discussions with the Police about the local deployment of hand-held vehicle speed indicator devices, often known as “Speedwatch”. Members of the public could, when trained, monitor vehicle speeds with the devices and make reports to the Police. Thereafter, the Police could warn those detected as driving in excess of the speed limit, or could initiate enforcement activity.

A prerequisite for this was for the users of the equipment to be trained, and Mr Perchard undertook to organise a training session locally. In the meantime, there would be a general call for volunteers to undertake the monitoring. Any persons who were not Members of the Council would need to be recognised as “official” volunteers for the purposes of insurance.

5.08 GENERAL DATA PROTECTION REGULATIONS (GDPR)

(cf 1.07/18) It was reported that the General Data Protection Regulations Sub-Committee had met on 12 September 2018, and would report to the Council at its next meeting.

5.09 CHILTERN AREA OF OUTSTANDING NATURAL BEAUTY

The Chief Officer of the Chilterns Conservation Board explained, in an e-mail, that her Board was aware of the Council’s ambition, for the whole of the Parish to be included in the Chilterns Area of Outstanding Natural Beauty (AONB). Her Board’s request for a boundary review was in a list 13 similar reviews at Natural England, and the Board had not mentioned individual adjustments, as the whole boundary would be reviewed. The Chief Officer pointed out that, when the review occurred, suggestions for changes could be submitted.

The Council noted that Shiplake Parish Council was arranging an update meeting on the possible boundary review for interested councils.

5.10 CANE END ALLOTMENTS – WATER SUPPLY

(cf 1.09/18) The Clerk reported that the deed of easement, for the water supply pipe to Cane End allotments, had been signed by the Chairman and Vice-Chairman, in accordance with the authority in Minute 1.09 of the meeting held in May 2018.

5.11 FINANCE

(i) Balances

The Clerk reported that balances at the bank totalled £45,971.81.

(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 17 August 2018:

South Oxfordshire District Council – Emptying dog hygiene bin	£13.09
Moore Stephens – Audit reminder fee	£48.00
R F Penfold – Salary net of Income Tax	£379.29
HM Revenue & Customs – Income tax deducted	£252.86

(iii) Accounts for payment

RESOLVED: That the following accounts, listed in the schedule under Financial Regulation 5.2,

be approved for payment:

Moore Stephens – Audit reminder fees	£96.00
The Terra Firma Consultancy Ltd – Landscape sensitivity study	£3223.20
Ajenda TDD Ltd – Building condition survey	£2640.00
R F Penfold – Salary net of Income Tax	£379.29
HM Revenue & Customs – Income tax deducted	£252.86
R F Penfold – Printing agenda etc	£4.92

(iv) Receipts and payments accounts 2017/18

The Council considered a report (18/19 – 5) of the Responsible Financial Officer, being the summary receipts and payments accounts for the year ended 31 March 2018. The Responsible Financial Officer apologised for their late circulation.

RESOLVED: That the accounts presented be received.

5.12 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

The Responsible Financial Officer circulated, prior to the meeting, a draft of Section 2 of the Annual Governance and Accountability Return for the year ended 31 March 2018, compiled on the basis of the summary receipts and payments accounts (see Minute 5.11(iv) above).

RESOLVED: That Section 2 of the Annual Governance and Accountability Return for the year ended 31 March 2018, as circulated, be approved and confirmed.

5.13 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the applications for

single storey rear extension and first floor dormer extensions with rooflights at Hadley, Tokers Green Lane, Tokers Green;
demolition of existing bungalow and construction of pair of 4-bed semi-detached houses at 3 Hazelmoor Lane, Gallowstree Common;
erection of 2-storey 3-bedroom dwelling at rear of garden at Yew Tree Cottage, Hazelmoor Lane, Gallowstree Common;
single storey side extension, single storey front extension and detached garage at Twin Oaks, Chalkhouse Green Road, Chalkhouse Green

had been permitted conditionally and that the application for single storey extension and detached double garage at Primrose Cottage, Reading Road, Cane End had been withdrawn.

By letter, 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 1 August 2018, about the application relating to Yew Tree Cottage, Gallowstree Common. The opportunity arose because the Council had recommended refusal of the application while the District Council's officers recommended approval. The Chairman had accepted the invitation, and had addressed the Planning Committee.

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

(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:

2nd vehicular access and external lighting for a proposed manege at May Lodge, Park Lane, Cane End (and amended plan);
demolition of existing dwelling, erection of 2 dwellings with detached double garages and formation of new access with entrance gates at Beehwood, Tokers Green Lane, Tokers Green;
single storey side extensions, single storey front extension and detached garage at Twin Oaks, Kidmore End Road, Chalkhouse Green;
2 storey front extension, conversion of existing single garage with habitable accommodation and re-providing permanent link between converted garage and main house at Struanhill, Butlers Orchard. Kidmore End;
erection of 25 dwellings together with associated landscaping and public open space on land to the rear of 44 Kennylands Road, Sonning Common [Parish of Sonning Common];
erection of 2 new dwellings with new garage to retained dwelling and new access at Barnside, Wood Lane, Gallowstree Common.

(iii) Applications

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

RESOLVED: That the following comments be made on the application for erection of 4 detached and a pair of semidetached dwellings, together with garaging and landscaping etc at the former Palm Tree Restaurant, Reading Road, Cane End (variation of condition 2 of approved plans under P17/S4355/FUL) for Bellwood Homes: "No objections, provided that

- there is adequate parking provision to accommodate the additional bedrooms;
- permitted development rights are removed".

(iv) Land off Highdown Avenue, Emmer Green

(cf 4.09(iii) /18) The Council noted a copy of a letter sent to the District Council by Ms S Higginson of Emmer Green, opposing the planning application for development of land off Highdown Avenue, Emmer Green.

(v) Access into field, Tokers Green Lane, Tokers Green

The Chairman had instructed the Clerk to draw the attention of the District Council to the creation of a seemingly new gated access into the field on the west side of Tokers Green Lane, Tokers Green, immediately north of Bardolph's Wood.

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

(vi) Planning Appeals

A copy letter from the Planning Inspectorate indicated that the inspector, appointed by the Secretary of State for Housing, Communities and Local Government, had dismissed the appeal against the refusal of the District Council to grant planning permission for the construction of up to 95 dwellings on land off Kennylands Road, Sonning Common [Parish of Sonning Common].

In a letter, the District Council's Head of Planning advised that the public inquiry into the appeal against the decision of the County Council to grant planning permission for up to 245 houses on land off Peppard Road, Emmer Green [Parish of Eye & Dunsden] resumed on 29 August 2018. The Chairman reported, orally, that she had attended 2 further days of the inquiry, which ended on 31 August. She had been particularly impressed by the barristers representing the District Council and Campaign Against Gladman in Eye & Dunsden (CAGE), and felt that the contribution by Mr L Rawlins of Sonning Common, in opposition to the proposed development, had been very well argued. She believed that the Inspector's decision would be published in October 2018.

In other letters, the Head of Planning advised that appeals had been lodged against the refusal of the District Council to grant planning permission for

- residential development of 30 dwellings on land at 44 Kennylands Road, Sonning Common [Parish of Sonning Common], and
- proposed erection of 10 or 14 houses on land (known as The Elms) on the west side of Tokers Green Lane, Tokers Green.

Both appeals would be determined on the basis of a hearing.

The Chairman indicated that she was seeking to publicise the appeals about The Elms locally. The hearing was likely to be held in Milton on 13 November 2018

(vii) Tree preservation orders

With a letter, the District Council's Head of Planning enclosed a copy of the South Oxfordshire District Council (Kidmore End Area) Tree Preservation Order number 18S19, covering 1 walnut tree and 1 oak tree on land at Felix Lodge, Wood Lane, Kidmore End.

In another letter, the Head of Planning advised that his Council had confirmed the South Oxfordshire District Council (Gallowstree Common Area) Tree Preservation Order No 18S04 relating to trees in the garden of Barnside, Wood Lane, Gallowstree Common.

By a third letter, the Head of Planning, referring to the Council's suggestion about tree preservation orders on land at Palmers Riding Stables, Emmer Green and on Reading Golf Club, pointed out that trees in question were afforded a degree of protection by the Forestry Act. Any significant tree removal would require a licence from the Forestry Commission. Nevertheless, the District Council would undertake a detailed appraisal of the trees in the coming 3 -4 months.

(viii) South Oxfordshire Local Plan

(cf 4.09(v)/18) At the request of the Chairman, Mr I G C Pearson had addressed the District Council's Cabinet meeting on 2 August 2018, and spoke about the Council's concerns regarding the unexpected inclusion of sites in the Parish in the re-evaluation of sites in connection with the South Oxfordshire Local Plan. The content of his speech had been circulated to councillors.

Shortly afterwards, the District Council's Head of Planning wrote in response to the Chairman's letter to the Leader of the District Council, sent as authorised in Minute 2.01 of the meeting held on 6 June 2018. The letter indicated that

- a meeting was scheduled for 20 December 2018 at which the District Council would decide which of the 15 sites were proposed for inclusion in the Local Plan and which were proposed for exclusion;
- the decision would be based on "no set process" but would have to meet the requirements in paragraph 35 of the National Planning Policy Framework, including an assessment of reasonable alternatives;
- there would then follow a process of consultation;
- once a site had been included within the 15, there was no process for its exclusion from the Local Plan until a final decision had been taken by the Council, which might be subject to challenge.

The Chairman had authorised an acknowledgement letter to be sent to the District Council, urging that Council to reject to 2 sites in the Parish.

The Chairman sought authority to address the District Council's Cabinet, on the same subject, when it met on 27 September 2018.

The Council noted the contents of a letter from CAGE to the District Council about the emerging local plan.

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

2 That the Chairman be appointed to address the District Council's Cabinet, at its meeting on 27 September 2018, concerning the South Oxfordshire Local Plan, and that her attendance be an approved duty for the purposes of expenses,

(ix) Oxfordshire Minerals & Waste Local Plan

(cf 8.15(v)/17)The County Council's Minerals & Waste Policy Team reported, in an e-mail, that that Council was consulting on the Oxfordshire Minerals and Waste Plan: Part 2 – Site Allocations, to allocate the sites required to provide additional capacity for minerals' supply and waste management. The consultation would close on 3 October 2018.

5.14 HIGHWAYS' DEPOTS

The Cabinet Member for Environment of the County Council had issued an invitation to visit her Council's highways' depots, at Drayton and Deddington, in August 2018. However, the events had been cancelled because of lack of take-up in the holiday period. The Cabinet Member had issued a later invitation for parish councillors to visit the depots on dates in October 2018.

RESOLVED That the Vice-Chairman be appointed to visit the Drayton Highways' Depot on 6 October 2018, and that her attendance be an approved duty for the purposes of expenses.

5.15 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

The Council noted updates for members published by the Oxfordshire Association of Local Councils in July and August 2018, with particular reference to the paragraphs about possible unitary local government in the County.

5.16 TREES OF REMEMBRANCE PROJECT

The Council noted an e-mail from the Chief Executive of the County Council about the trees of remembrance project. The Woodland Trust had donated young native species tree saplings, while the County Council was offering a commemorative plaque, for trees to be planted as part of the community's commemoration of the centenary of the armistice of World War 1.

5.17 COMMUNITY INFRASTRUCTURE LEVY

The Council noted an invitation from a Community Engagement Officer of the District Council to submit comments of his Council's Community Infrastructure Levy Spending Strategy. The draft had been open for consultation until 16 September 2018.

5.18 COUNTY COUNCIL'S OPERATING MODEL

The County Council's Chief Executive drew attention, in an e-mail, to the publication of his Council's business case for a new operating model. The model was designed to protect and improve front line services, while meeting the Council's £33m saving requirement in a sustainable way, as part of its medium term financial plan. Customer service, supported by digital technology, would be at the heart of the model. The model was to be discussed by his Council's Cabinet in September 2018.

5.19 COUNCILLOR GRANTS SCHEME

The District Council's Communications' Team gave notice that each Member of that Council had £5,000 to award to charities or community groups working on projects to benefit their local community. It was suggested that the refurbishment of the playhouse at the Kidmore End Play Area might be a project qualifying for such a grant.

5.20 GAMBLING ACT POLICY

By e-mail, Licensing and Community Safety Officer of the District Council invited comments on her Council's draft revised Gambling Act 2005 Statement of Licensing Policy, by 8 October 2018.

5.21 MEETINGS OF PARISH AND TOWN COUNCILS

(cf 1.18/18) The Council was reminded that the County Council was organising a series of meetings for parish and town councils to meet councillors and officers of the Council, as part of that Council's reshaping of its services. The nearest such meeting was arranged for 18 October 2018, at Harwell.

RESOLVED: That the Chairman and Mr A B Gitsham be appointed to attend the County Council's town and parish liaison event at Harwell on 18 October 2018 and that their attendance be an approved duty for the purposes of expenses.

5.22 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

The Council noted the minutes of the meeting of the Neighbourhood Development Plan Steering Group held on 31 July 2018. The Chairman reported orally on the meeting of the Steering Group held on 11 September 2018.

The Chairman also reported that a grant had been sought, and received, from the Bright Ideas programme, administered by Groundwork UK, in the sum of £2,264, for 2 public consultation meetings to be held in the future.

The Chairman also reported the proposed distribution of the landscape sensitivity study, relating to the south of the Parish, which study had been commissioned for the Steering Group by the Council.

5.23 PLAYING FIELDS COMMITTEE

In the absence of the Chairman of the Playing Fields Committee, the Clerk reported that the Committee had met on 12 September 2018. A football club had been interested in using the facilities at the Gallowstree Common Recreation Ground during the winter of 2018/19, but had decided not to proceed, because it could not afford replacement goalposts, estimated by that club to cost £1,000. The Committee anticipated receiving a formal approach from the Cricket Club regarding a repeat of the fund raising event - "Around the Boundary" - in 2019.

5.24 RIGHTS OF WAY

(i) Footpath 8

It was noted that the barrier at the south end of footpath 8 had been damaged. The Clerk advised that he had sought a quotation from Acorn Services for its repair.

(ii) Footpath 10

(cf 9.17/16) In a letter, Mr D Kedge of Sonning Common Parish Council advised that his Council was exploring, with the Chiltern Society, making various walks from Sonning Common more convenient

for those with physical limitations. In this connection, he enquired whether the Council would support, financially, the replacement of 2 stiles on Footpath 10 in the Parish with kissing gates, subject, of course, to the consent of the owners of the land. Members recalled an earlier unsuccessful approach to the owners.

RESOLVED: That, in principle, the replacement of 2 stiles on footpath 10 with kissing gates be supported financially.

5.25 TRANSPORT COMMITTEE

It was reported that the Transport Sub-Committee was exploring whether further salt supplies would be required from the County Council for the 2018/19 winter.

5.26 MEETINGS, CONFERENCES ETC

The Chairman reported on a meeting of Keep Emmer Green (KEG) in August 2018, which had been attended by some 100 people, most of whom appeared to have been opposed to the development of Reading Golf Club for housing.

5.27 QUESTIONS TO CHAIRMAN

In answer to a question, the Vice-Chairman advised that the Parish Room Committee was actively seeking new tenants for the premises, following the demise of the Pre School.