

## KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 18 March 2020 at 8.00pm and concluded at 9.25pm.

Present: Dr C D Aldridge (Chairman), Ms S M Biggs (Vice-Chairman), I G C Pearson, T M Perchard.

Also present: Ms J Williams.

Apologies for absence were received from A P Harland, Ms A S O'Reilly, J A Swift QC, K Bulmer (county councillor), P H Dragonetti (district councillor).

### 10.01 MINUTES

The Minutes of the meeting held on 19 February 2020 were taken as read, confirmed and signed as a correct record, subject to the addition of the words "and for future events" to the final bullet point in Minute 9.04.

### 10.02 COVID-19 PANDEMIC

The Council considered a report (19/20 - 7) of the Clerk to enable it to make arrangements for the continuation of business in the face of restriction of movement, social distancing, self isolation or lockdown as a result of the Covid-19 pandemic.

The meeting was adjourned to enable Mrs J Williams of Wood Lane, Kidmore End to discuss with the Council how services might be delivered, by volunteers, to those who were confined to their homes during any restrictions imposed, or advice given, by the Government as a response to the Covid-19 pandemic. Members agreed with Mrs Williams about a village-by-village arrangement and suggested persons to act as co-ordinators in each village. Adherence to the General Data Protection Regulations was noted in respect of the personal information held about those receiving services.

RESOLVED: 1 That, pending changes in the relevant legislation, and whilst the restrictions imposed in response to the Covid-19 pandemic are in force, the functions of the Council be discharged by the Clerk and Responsible Financial Officer, under the provisions of Section 101 of the Local Government Act 1972.

2 That, before exercising the powers delegated to him, the Clerk and Responsible Financial Officer consult all Members of the Council informally.

3 That the arrangements for the voluntary support of residents of the Parish during the Covid-19 pandemic be published in the Parish Newsletter.

### 10.03 REPORT OF DISTRICT COUNCILLOR

In presenting his apologies for absence, Mr P H Dragonetti, the district councillor for the Kidmore End & Whitchurch ward, had submitted a report, covering, inter alia:

- the current position regarding the South Oxfordshire Local Plan;
- the setting of his Council's budget for 2020/21;
- his Council's proposed new headquarters' offices;
- his Council's intention to take over on-street parking enforcement from the Police;
- the Reading Transport Strategy;
- the impact of the Covid-19 pandemic on his Council's activities.

### 10.04 "AROUND THE BOUNDARY" EVENT

(cf 9.04/20) The Chairman of the Playing Fields Committee advised that, in light of the restrictions announced by the Government in response to the Covid-19 pandemic, the “Around the Boundary” event, proposed to be held at the Gallowstree Common Recreation Ground in May 2020, would not go ahead.

#### 10.05 WATER SUPPLIES

##### (i) Allotments, Gallowstree Common

(cf 9.05(i)/20) The Clerk reported that the Consumer Council for Water had posed a number of questions to Castle Water Ltd about the Company’s handling of the water account for the allotments at Gallowstree Common. The Consumer Council had received replies from the Company in respect of most of the questions, but not all. It intended to delay a decision on the complaint until it had received a full set of answers.

##### (ii) Diamond Jubilee Pavilion, Gallowstree Common

(cf 9.05(ii)/20) The Clerk advised that Castle Water Ltd had referred the claim for a leak allowance in respect of water supplied to the Diamond Jubilee Pavilion, Gallowstree Common Recreation Ground, to its “recoveries team”.

#### 10.06 THIRD THAMES BRIDGE

(cf 9.06/20) The Council considered whether to support the motion passed at the Third Reading Bridge Parish Action meeting held on 31 January 2020, a matter deferred at the last meeting.

RESOLVED: That no further action be taken on this matter.

#### 10.07 OXFORDSHIRE RURAL SERVICES SURVEY

(cf 9.07/20) The Clerk reported that he had completed the quantitative questions in the Oxfordshire Rural Services Survey, but had been unable to save the response for a Member to complete a handful of the qualitative questions. An incomplete response had, as a result, been submitted.

#### 10.08 MEMBERSHIP OF THE COUNCIL

(cf 9.09/20) The Clerk advised that he had not received any expressions of interest in serving as a parish councillor, to fill the vacancy caused by the resignation of Mr H Thresher.

The Clerk reported that Mr A B Gitsham had resigned as a member of the Council, by e-mail, on 16 March 2020. The Clerk intended to give notice of the resultant vacancy

RESOLVED: That Mr Gitsham be thanked for his service to the community as a Member of the Council since July 2018.

#### 10.09 STREET NAMING AND NUMBERING

(cf 9.14/20) By e-mail, the GIS Team Leader & Street Naming and Numbering Officer of the District Council advised that the houses being constructed on the site of the one-time Fox public house had been numbered 1 to 6 Fox Heath Gardens, Cane End.

#### 10.10 CHILTERN AREA OF OUTSTANDING NATURAL BEAUTY

(cf 9.18/20) The Council noted the possible conversion of the Chilterns Area of Outstanding Natural Beauty into a national park, a matter raised at the last meeting.

## 10.11 GALLOWSTREE COMMON RECREATION GROUND

(cf 9.19/20) The Chairman of the Playing Fields Committee reported orally on the response of the Committee to 3 points in the letter from Mr & Mrs A K Martin of Wyfold Road, Gallowstree Common in respect of the Recreation Ground at Gallowstree Common, as requested by the Council at its last meeting.

Numbered point 3 in the letter was about the gate in the north-west boundary of the Recreation Ground, through which Mr & Mrs now denied access to their property. The Committee intended formally to approach Mr & Mrs Martin, seeking permission to enter their property to retrieve balls.

As to the hedge, planted on Mr & Mrs Martin's side of the boundary (point 4 in the letter), the Committee acknowledged that the top of it had been cut by representatives of the Cricket Club, in order to maintain a tidy appearance for the Recreation Ground. The Club apologised for trimming the hedge in this way without the consent of the owners.

In respect of point 7, the Committee suggested that the best way forward would be for the Council to acquire the narrow strip of land on the east side of the Recreation Ground from Mr & Mrs Martin.

In addition, the Chairman of the Committee advised that the Cricket Club intended to move the flagpole.

RESOLVED:1 That the response of the Playing Fields Committee in respect of the third and fourth points in the letter of Mr & Mrs A Martin be conveyed to Mr & Mrs Martin.

2 That approaches be made to Mr & Mrs Martin to purchase the strip of land adjacent to the east side of the Recreation Ground.

## 10.12 ANNUAL PARISH MEETING

(cf 9.24/20) In light of the restrictions imposed by Government in response to the Covid-19 pandemic, it was

RESOLVED: That the Annual Parish Meeting be rearranged to be held on 20 May 2020 at 7.30pm.

## 10.13 FINANCE SUB-COMMITTEE

The Council received the minutes of the meeting of the Finance Sub-Committee held on 5 March 2020.

RESOLVED: 1 That notwithstanding Financial Regulation 3.5, the unspent budgetary provision in the financial year 2019/20 under the following budget heads be carried forward, on 31 March 2020, into the financial year 2020/21:

- Pavilion remedial works
- Postages
- Telephones
- IT equipment for Clerk
- Hire of accommodation
- Grants to outside bodies
- Contribution towards Broadband
- Neighbourhood Development Plan
- Unspecified projects

2 That the following grants be made in the financial year 2019/20:

FISH Volunteer Centre - £400  
 Club SC - £200  
 Citizens' Advice Oxfordshire South & Vale - £100  
 Kidmore End School - £190  
 Home-Start Southern Oxfordshire - £100.

3 That the full budgeted amount be paid as a grant to the Playing Fields Committee in the financial year 2019/20.

#### 10.14 FINANCE

##### (i) Balances

The Clerk reported that balances at the bank totalled £21,227.36.

##### (ii) Accounts for payment

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

Kidmore End Playing Fields Committee – Hire of Diamond Jubilee Pavilion for meetings (NDP)	£156.00
FISH Volunteer Centre – Grant	£400.00
Club SC – Grant	£200.00
Citizens' Advice Oxfordshire South & Vale – Grant	£100.00
Kidmore End School – Grant towards cost of maintaining defibrillator	£190.00
Home-Start Southern Oxfordshire – Grant	£100.00
Kidmore End Playing Fields Committee – Grant (2019/20)	£1,000.00
Kidmore End Parish Room – Hire of accommodation for meetings:	
Council and NDP Steering Group	£162.00
R F Penfold – Salary net of Income Tax	£142.10
HM Revenue & Customs – Income tax deducted	£94.73
R F Penfold – Printing agenda etc	£4.30
Mapledurham Parish Council – Grant towards upkeep of Rokeby Recreation Ground	£105.00

#### 10.15 CONSULTATION ON PLANNING MATTERS

##### (i) Decisions

The Council noted that the applications for

side and rear extension at Ferndale, Chalkhouse Green;  
 erection of 2-storey side extension at Oldfield House, Horsepond Road, Gallowstree Common

had been permitted conditionally and that the application for single storey extension to existing garage/outbuilding at Oakridge Farm, Wood Lane, Kidmore End had been refused.

##### (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:

single storey side extension at Combe Norton, Wood Lane, Kidmore End;  
 2 storey rear extension and alterations at The Old Nurseries, Wood Lane, Kidmore End;

retrospective application for change of use of part of outbuilding as ancillary accommodation at 1 Woodside Cottage, Woodside Lane, Gallowstree Common;  
side and rear extension at Astwell, 3 Butlers Orchard, Kidmore End.

(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 retrospective change of use of land and buildings from C3 (dwellinghouse) to sui generis (mix of residential and childcare) at Kerak, Chalkhouse Green Road, Kidmore End for Mr W Mahoney (amended plan): "The red line on the drawing does not accord with title ON160240 at the Land Registry".

(iv) Planning application in respect of Kerak, Chalkhouse Green Road, Kidmore End

(cf 9.12(iii)/20) Following the last meeting, further representations were received from residents about the amended plan in respect of the application for retrospective change of use of land and buildings from C3 (dwellinghouse) to sui generis (mix of residential and childcare) at Kerak, Chalkhouse Green Road, Kidmore End. The Chairman, following informal consultation with other Members, had authorised the submission, to the District Council, of the following additional observations on the application:

"Residents have made the Council aware of the following:

"If the shared access road to the residential properties is used for commercial use, the following are concerns:

- there is a close proximity to front doors and shared road;
- there is continual traffic pre 7am to 7pm;
- excess traffic on small area of road;
- damage to road surface;
- unneighbourly;
- safety of residents' children;
- blind spot corner nearest to pond".

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

(v) Development at Campestri, Rokeby Drive, Tokers Green

(cf 9.14(iv)/20) The Clerk observed that, according to its website, the District Council's Planning Enforcement Team was investigating the concerns raised about the development at Campestri, Rokeby Drive, Tokers Green.

(vi) South Oxfordshire Local Plan

(cf 9.14(vi)/20) It was reported that the District Council had decided, at its meeting on 5 March 2020, in the light of a direction from the Secretary of State for Housing, Communities and Local Government, to take the South Oxfordshire Local Plan 2034 through to examination, with a view to adoption by the Council by December 2020.

(vii) Neighbourhood development plans

John Howell MP, by e-mail, referred to the decision by the District Council to cease funding neighbourhood plans, but pointing out that the Government had made £34.5m available for neighbourhood plans in the period 2018 to 2020.

#### 10.16 HOME-START SOUTHERN OXFORDSHIRE

By e-mail, the Funding and Marketing Co-Ordinator of Home-Start Southern Oxfordshire requested the Council to consider making a financial contribution to the work of the organisation, which supported vulnerable families with at least one child under 5 across South Oxfordshire and the Vale of White Horse.

Members noted that the Finance Sub-Committee had recommended that a grant be made to the organisation (see Minute 10.13).

#### 10.17 FISH VOLUNTEER CENTRE

The Chairman of the FISH Volunteer Centre requested, in an e-mail, that the Council consider making a capital grant to the Centre, towards its ambition to purchase the former police station in Sonning Common as a new permanent base for the organisation. Members noted that making such a grant was included as a possible project for use of the Council's Community Infrastructure Levy monies (see Minute 10.28).

#### 10.18 SOUTH OXFORDSHIRE DISTRICT COUNCIL

The Council noted an e-mail from the District Council setting out motions adopted by that Council at its meetings on 13 and 20 February 2020, including one calling for a review of the impact of permitted development rights and another about 5 year land supplies.

#### 10.19 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

The Council noted an update for members published by the Oxfordshire Association of Local Councils in February 2020.

#### 10.20 REVIEW OF CONFIRMED MINUTES

Ms C Kew of Wood Lane, Gallowstree Common requested, in an e-mail, that the Council amend Minute 8.04 of the meeting held on 22 January 2020, by adding the phrase "in its current format" at the end of the first bullet point. The Minutes had been confirmed as a correct record at the meeting held on 19 February 2020. The 2 Members present at the January meeting saw no reason to amend the Minute.

RESOLVED: That no amendment be made to the confirmed Minutes of the meeting held on 22 January 2020.

#### 10.21 TRAFFIC MANAGEMENT ISSUES

##### (i) Vehicle speeds in Cane End

Ms C Skinner of Reading Road, Cane End, shared, by e-mail, correspondence with fellow residents of Cane End about the enforcement of the 40mph speed limit through Cane End, and complaining that the speed limit signs were too small, not cleaned and hidden by hedges. She suggested that traffic management "gates", as installed in Ipsden, would be of advantage. Members noted that the possible installation of such gates was included as a possible project for use of the Council's Community Infrastructure Levy monies (see Minute 10.28).

##### (ii) Temporary road closures

With e-mails, officers of the County Council gave notice of the temporary closure, under the Road Traffic Regulation Act 1984, of

- Reades Lane, Sonning Common [Parish of Sonning Common] from 27 July to 7 August 2020, to facilitate drainage works
- Kidmore Lane, Kidmore End, at its junction with Hazelmooor Lane, from 10 to 17 March 2020, whilst emergency water main repair works were carried out;
- unnamed road between Whitehall Lane and Judges Road, Checkendon [Parish of Checkendon], from 15 to 17 June 2020, whilst water chamber repairs are carried out;
- Bishopsland, Sonning Common [Parish of Eye & Dunsden], from 19 to 20 March 2020, to facilitate ducting works.

#### 10.22 CLEAN SLATE

By e-mail, the Funding Administrator of Clean Slate requested the Council to consider making a financial contribution to the work of the organisation, which provided long term emotional support for survivors of abuse in Oxfordshire.

RESOLVED: That consideration of the request be deferred to the financial year 2020/21.

#### 10.23 THE REFORMATION PUBLIC HOUSE, GALLOWSTREE COMMON

(cf 8.08/20) The Vice-Chairman reported that she had, on 13 March 2020, received a telephone call from a Community Liaison Officer of the District Council, concerning the Reformation public house, Gallowstree Common, which her Council had entered on to the list of Assets of Community Value on 8 January 2020.

The officer indicated that solicitors acting for the owners had requested a review of the listing. The officer stated that the Council had been advised, by letter, about the review, but neither the Vice-Chairman nor the Clerk had received it. The review had resulted in the District Council removing the Reformation from the list with effect from 5pm on 13 March. The reason for the decision was said to be because the Council, in making the application, had not indicated how it would raise the money to purchase the listed premises, were it to be offered for sale.

Members were astounded by the review decision, as none had understood that the indication of the method of money raising had been a requirement of the listing process. They commented adversely on the decisions taken by the District Council in respect of the 2 previous applications for listing.

RESOLVED: That a formal complaint be made to the District Council concerning its handling of the applications made for the Reformation public house to be listed as an asset of community value

#### 10.24 ROKEBY RECREATION GROUND

By letter, the Clerk to Mapledurham Parish Council requested the Council to make a financial contribution towards the cost of maintaining the Rokeby Recreation Ground in Chazey Heath, a facility enjoyed by residents of Tokers Green. Members noted that there was provision in the budget for the financial year 2019/20 for a grant to that Council.

RESOLVED: That a grant of £105 be made to Mapledurham Parish Council in the financial year 2019/20, towards the costs of the Rokeby Recreation Ground.

#### 10.25 NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

(cf 9.22/20) The Vice-Chairman reported that the Neighbourhood Development Plan (NDP) Steering Group had met on 4 March 2020. Because of the restrictions imposed by the Government in respect of the response to the Covid-19 pandemic, there would be no public consultation events arising from the Plan drafting process for the time being. Draft policies had, nevertheless, been submitted to the District Council for ratification.

By letter sent on behalf of 13 other residents of Kidmore End, Mr S Roe of Tokers Green Lane, Kidmore End commented at length on the report from NDP Steering Group submitted to the last meeting of the Council, and challenging a number of the statements therein. Mr Roe went to indicate that he had sent copies of the letter to the District Council's Planning Team and the district councillor for the Kidmore End and Whitchurch Ward. Furthermore, Mr Roe and his colleagues intended to engage with the inspector when he or she examined the draft Plan.

RESOLVED: That the contents of letter from Mr S Roe be noted.

#### 10.26 PLAYING FIELDS COMMITTEE

The Chairman of the Playing Fields Committee reported that the Committee had met on 11 March 2020, when it had discussed the leak on the water supply pipe for the Diamond Jubilee Pavilion, "Around the Boundary" and the letter from Mr & Mrs A K Martin (all referred to in Minutes above). The Committee had been pleased to note the redecoration of the main room, the bar and the meeting room at the Pavilion by members of the Cricket Club.

The Chairman of the Committee observed that cricket might not be played at the Recreation Ground until later in the year, because of the Government's response to the Covid-19 pandemic. He went on to point out that this could have a serious impact on the Playing Fields Committee's income in 2020/21 and 2021/22

#### 10.27 TRANSPORT SUB-COMMITTEE

The Vice-Chairman referred to Reading Borough Council's draft Transport Plan, which was being reviewed by the Transport Sub-Committee. She anticipated that the Sub-Committee would report thereon to a future meeting.

Reference was made to damaged signs - the village sign for Gallowstree Common in Horsepond Road near Withy Copse and the direction sign at the junction of Mill Lane with the A4074 road – which should be reported to the County Council via FixMyStreet.

#### 10.28 COMMUNITY INFRASTRUCTURE LEVY

(cf 5.07/19) The Council considered a report (19/20-8) of the Clerk updating it on the Community Infrastructure Levy (CIL), advising it of the currently available sums and inviting it to consider potential projects or schemes on which the CIL monies may be spent.

Members observed that, in view of the Covid-19 pandemic, it would inappropriate to consider the matter at this time.

RESOLVED: 1 That consideration of the report be deferred until the restrictions imposed during the Covid-19 pandemic are lifted.

2 That, in the meantime, the list of 28 potential projects be publicised to gauge the reaction of the community in the Parish.

3 That, for the time being, the District Council be requested to continue to retain Community Infrastructure Levy monies due to this Council.

#### 10.29 MEETINGS, CONFERENCES ETC

The Vice-Chairman reported that she had attended 2 meetings of the Chiltern Conservation Board.