

Minutes of the Meeting of East Hendred Parish Council, Thursday 7th September 2023 at 7.30pm in Snells Hall

Present: John Sharp (Chair), Mark Beddow, Hilary Dorling, Charles Pappenheim, Mark Francis, Jason Champ, Aloysius Atkinson

Clerk/Finance Officer: Julia Evans

County Councillor:

District Councillor: Sarah James

Members of the Public: None

208/23	APOLOGIES FOR ABSENCE Cllr Turnbull and Cllr Stocks.	
209/23	DECLARATIONS OF INTEREST Cllr Sharp and Cllr Dorling for agenda item 19a. Cllr Francis for agenda item 19c (iv) Cllr Dorling for agenda item 9f	
210/23	OPEN FORUM No members of the public.	
211/23	ACCEPTANCE OF MINUTES OF MEETINGS HELD ON 6th JULY 2023 The Monthly Meeting Minutes were reviewed and approved. Proposed by Cllr Pappenheim. Seconded Cllr Champ. RESOLVED. The minutes were signed.	
212/23	MATTERS ARISING FROM THE MINUTES OF 6th JULY MEETING NOT OTHERWISE COVERED ON THE AGENDA a) Report from the Oxford Road Alliance. The HIF1 proposal had been rejected by OCC in July. It had been called in by the Secretary of State. An Inspector had been appointed and submissions were to be made by 4 th October. Cllr Beddow reported that he had been following this item and had also attended a CPRE meeting about the Joint Local plan. There was pressure from Oxford City Council to develop their housing allocation outside the city. b) The sale of social housing in the village. No progress. c) Speedwatch. No Report. d) Painting the bus shelter. Cllrs Beddow and Pappenheim volunteered to carry out the work.	SJ SP MD/CP
213/23	POLICE REPORT. A written report was circulated. There were several incidents in the village. Cllr Dorling pointed out that there was no information on what action was taken.	
214/23	COUNTY COUNCILLOR'S REPORT A written report was circulated.	
215/23	DISTRICT COUNCILLOR'S REPORT A written report had been circulated. At the meeting Cllr James reported that a) She would send details about the HIF1 appeal. b) There were various promotions around EV charging. An expression of interest was open for grants to install EV charging point. c) There was a Landscape Character consultation active at the moment. This would feed into the Joint Local Plan. She urged the Parish Council to respond. Cllr James was thanked for attending.	
	FINANCE	
216/23	a) August payments. The August payments were ratified. Proposed Cllr Dorling, Seconded Cllr Champ. RESOLVED. b) September payments. The payments totalling £3091.99 were approved. Proposed Cllr Pappenheim, Seconded Cllr Francis. RESOLVED. Cllr Pappenheim to authorise on the bank. c) Appointment of Internal Auditor for 2023/24. Lightatouch was appointed. Proposed Cllr Pappenheim, Seconded Cllr Dorling. RESOLVED. d) Request for grant from St Augustine's toward the cost of tree work in Cat Street cemetery. £1077.30 was requested. Discussion followed but a decision	CP

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	<p>was not reached. Further information was required. Clerk to inform them that the grant budget was under pressure.</p> <p>e) New Savings account. Nationwide and National Savings were suggested. Clerk to investigate. It was agreed that the Clerk should transfer funds to a new account to bring the current account below the FSCS limit. Proposed Cllr Dorling, Seconded Cllr Francis. RESOLVED.</p> <p>f) Request for grant from HEG Community Larder. £300 was requested. It was felt that the group was doing a good job for the community and was good value for money. A grant of £300 was awarded. Proposed Cllr Pappenheim, Seconded Cllr Francis. RESOLVED. To be paid immediately.</p>	Clerk
	PLANNING MATTERS	
217/23	<p>New Applications</p> <p>a) P23/V1686/FUL – The Poplars, Church Street. Proposed erection of garden room, and to change agricultural land to residential curtilage. There were no objections.</p> <p>b) P23/V1755/DIS – Land to the south of Curie Avenue & west of Eighth Street, Harwell campus. Discharge of condition 4 (SUDS) and 5 (Foul drainage) on application P23/V04165/FUL. For information only.</p> <p>c) P23/V1698/HH – 4 Croom Cottages, Rowstock. Single storey front extension. There were no objections.</p> <p>d) P23/V1868/DIS – The Plough Inn, Orchard Lane. Discharge of conditions 4 (Mezzanine Floor), 6 (Archaeological Watching Brief), 12 (Hard Surfacing and New Trees) 14 (Tree Protection), 18 (Drainage Details (Surface Water)) ,19 (Drainage Details (Foul Water)) on application ref. P21/V2296/FUL (Resubmission (within 12 months of original submission) of Planning and Listed Building applications (P20/V2382/FUL and P20/V2383/LB) - proposed restoration of the Listed Plough Inn to its former state as a residential dwelling with additional enabling works. Conversion of the Listed Oak Room into a residential property. Demolition of existing storage building and construction of a new clubhouse for the Bowls Club and introduction of a new pedestrian gate. Erection of a new house. Repair of existing Listed Cob Wall. Erection of single detached car port to serve the new dwelling.) For information only.</p>	
218/23	<p>Applications received since the publication of the Agenda</p> <p>None.</p>	
219/23	<p>To review planning applications awaiting determination by the Vale and those recently approved.</p> <p>a) Dexter at Harwell Campus. The application had been approved. Awaiting a discussion on the reinstatement of chalk grassland. Cllr Sharp to liaise with the Clerk regarding a letter to be sent to Harwell Campus.</p> <p>b) P23/V0551/HH and P23/V0552/LB – Wells Head. The application had been approved.</p>	<p>JVS/Clerk</p> <p>CLOSED</p>
220/23	<p>Greensands Update. No progress. There had been no response to the letter asking for the outside of the site to be tidied up.</p>	
221/23	<p>Proposals for the Steventon Reservoir.</p> <p>There had been changes to Thames Water's plans. Cllr Beddow noted that they had discounted a water transfer scheme and were opting for a larger reservoir. All the comments made seemed to have been ignored. The latest GARD newsletter had been circulated. They were asking everyone to pressure their local MP to oppose the scheme. It was agreed that a letter should be sent.</p> <p>Meeting with Thames Water. The Parish Council had requested a face to face meeting but they preferred a remote one. Clerk to ask when they could meet face to face.</p>	<p>MB</p> <p>Clerk</p>
222/23	<p>Consultation on Local Plan Reform.</p> <p>The deadline for responses was 18th October. Cllr Turnbull to look at this.</p>	RT

223/23	Consultation on Landscape Character Assessment. This was open to anyone. Cllr James pointed out that there had been an IT problem and urged caution. She agreed to feed back any information on this after which it would be allocated to a Councillor for a response, possibly Cllr Turnbull. The consultation closes on 29 th September.	SJ
224/23	REVIEW OF MEETING WITH ST AUGUSTINES A meeting was held on 26 th July. There were a number of actions; the information requested had not yet been received. Clerk to chase. It was also agreed to arrange a meeting with St Mary's. Clerk to chase this.	Clerk
225/23	LUDBRIDGE CLOSE MATTERS Nothing to report.	
226/23	JUBILEE PLAY PARK A revised plan had been circulated. The costs had increased significantly. There was concern that the sizes shown were not correct. Discussion on the project followed. Cllr Dorling felt that money should be spent on Penney Playpark. After further discussion it was agreed to get updated quotes from Wicksteed and Playdale and to include a basket swing in all the quotes. Cllr Sharp reported that Magnox had agreed that their grant could be used elsewhere on the site. Clerk to obtain revised quotes and arrange a working group meeting.	JVS/CP/MF/JC/SS/Clerk
227/23	VILLAGE FAIR Cllr Dorling had been speaking to various organisations and there was support for an event where they could showcase their groups. It was to be an information event – not a fundraising event. Sunday 12 th May was the suggested date. The Comms group was to move this forward.	JVS/CP/HD/AA
228/23	ROWSTOCK Correspondence had been received regarding the Rowstock relief road. RRA had paid for an assessment and some serious concerns had been raised about OCC's plans. Cllr Beddow to establish whether the Parish Council needs to take any action.	MB
229/23	COMMUNITY ART PROJECT A request to consider a new owl outside Hendred School had been received. It was felt that it would be unfair to install an owl for only one school. It was agreed not to progress the matter.	HD
230/23	HENDRED ESTATE ITEMS The road used for the dog walking paddock is generally OK but one or two vehicles were speeding. BAA would be writing to estate about this.	
	WORKING GROUPS / REPRESENTATIVES REPORTS AND UPDATES	
231/23	<p>a) Allotments – Cllrs Sharp and Dorling left the room. It was noted that the land rent had increased by 8.6% although water usage was low. It was suggested that the Admin charge be increased. The proposal was for an 8.6% increase to £5.32 per pole. Proposed Cllr Atkinson, Seconded Cllr Champ. RESOLVED. Cllrs Francis and Pappenheim signed the new lease for the land rent. Cllrs Sharp and Dorling returned to the meeting.</p> <p>b) Communications:</p> <p>a. New Website – The new website had been launched. A few issues had arisen and were being investigated. All Councillors were now able to have a Parish Council email address. Cllr Pappenheim to arrange.</p> <p>b. Review of suggestions register. A summary of the suggestions was to be published in The Bulletin.</p> <p>c. Parish Council facebook page. Cllr Dorling had circulated a proposal. To be finalised at the Comms meeting, Clerk to send the Standing Orders (which refer to contact with the media in general) and a social Media policy.</p> <p>c) Infrastructure</p> <p>a. Courtesy Lights. One light was out. Cllr Pappenheim to send the Clerk details of electricity costs so that payments could be calculated.</p> <p>b. Playground Maintenance. The RoSPA report was reviewed. Cllrs Sharp and Dorling had checked Penney playpark where a number of items had been given a high risk level. Many of the issues related to timber rot on the poles. There was also a high risk on one of the toddler swings. The plastic sleeves were not functioning properly and the bark fill level was too low. It was suggested that the high risk items be dealt with immediately. The medium risk items could be budgeted for next</p>	<p>CP/MF</p> <p>CP</p> <p>CP</p> <p>HD/Clerk</p> <p>CP</p>

	<p>year. A quote had been received for £1200 to repair the high risk items. It was noted that a new cradle swing seat was also required. £1200 expenditure was approved. Proposed Cllr Francis, Seconded Cllr Dorling. RESOLVED. Cllr Champ to take this forward with Cllr Pappenheim.</p> <p>c. Snells Walkway. Several treads were broken and were to be repaired shortly.</p> <p>d. Grounds Maintenance. The grounds maintenance contract and associated schedule were reviewed. The current situation was outlined. Cllr Francis felt that the contract should be ended, giving the Parish Council greater freedom regarding what work to carry out. Cllr Sharp pointed out that we had accepted the grant for the current financial year and any changes could not take place until next year. He suggested adding extra areas to be cut this year and reconsidering the situation next year. This was agreed, £200 for the autumn hedge cut at Cat Street cemetery was approved. Proposed Cllr Beddow, Seconded Cllr Francis. RESOLVED.</p> <p>e. Tree Maintenance. Consideration of a tree for the coronation was carried forward.</p>	JC/CP CP CP/MF c/f
232/23	ENVIRONMENT AND SUSTAINABILITY Nothing to report.	
233/23	HIGHWAYS AND TRANSPORT a) Speed survey on Newbury Road. No action. b) Application for Community Transport fund. c/f	CLOSED c/f
234/23	HARWELL LIAISON AND HARWELL CAMPUS There was to be a meeting in w/c 10 th July.	JVS/RT
235/23	SPORTS CLUB It had been reported that the Sports Club intended to apply for planning application this autumn. There was to be a meeting on 8 th September. Cllr Champ was to attend. Cllr Sharp requested that the sports club discuss their plans with the Parish Council prior to submission.	SS/JC
236/23	GENERAL CORRESPONDENCE a) Email regarding speeding on A4185. The request was for a 30 mph speed limit from Harwell Campus to Rowstock. It was noted that such a scheme did not meet the Department for Transport or OCC regulations so would not be possible. b) Registration of interest in EV Microhubs scheme. Cllr Pappenheim pointed out that in order to register an interest a site needed to be identified, and that an expression of interest in the scheme had been submitted by East Hendred Community Centre. c) Winter Salt requirements. Cllr Pappenheim to identify whether any bins needed filling.	CLOSED CLOSED CP
237/23	ANY OTHER BUSINESS Open top litter bins to be included on October agenda. Cllr Sharp thanked the Clerk for her work over the last 9 years.	Clerk
238/23	PLAYGROUND INSPECTIONS Cllrs Sharp and Francis for September. Cllrs Francis and Dorling for October.	JVS/MF
239/23	DATE OF NEXT MEETING Thursday 5 th October 2023	

The meeting closed at 22.00