

# The Parish Council of St. Helen Without

Minutes of the Parish Council Meeting held on Monday 10<sup>th</sup> July 2017 at 7.30pm  
Dry Sandford Primary School

**Present:** Cllrs. M. Russell (in the Chair), M. Gilbert, C. Priestley, M. Page, V. Talbot

**In attendance:** Cllr Richard Webber, Mr Derek Kelso, Phil Painting, Colin Cox, Anna Clarke (Clerk)

## 1. Apologies for absence

Cllrs C. Parkin, K. Houlden, C. Webber

## 2. Declarations of Personal or Personal and Prejudicial Interests

Cllr Russell – Dalton Barracks.

## 3. Matters raised by members of the public

Mr Phil Painting and Mr Colin Cox attended the meeting to express their interest in becoming Parish Councillors. Martin Downs is also interested but could not attend the meeting. Cllr Russell commented that, although the number of Councillors is currently weighted towards Shippon, leaving the Dry Sandford ward under represented, the Parish Council represents the whole of the Parish.

If all Councillors are in agreement, papers will be brought to the next meeting to formally co-opt the prospective new Councillors.

## 4. Attending Councillors & MoD

### Cllr Richard Webber (On behalf of Catherine Webber)

Didcot Garden Town - Catherine has attended a number of recent discussions. The approximate cost is forecast to be £388 million but it is not clear where the money is coming from, although purportedly from County. Didcot station would likely be moved and cycle paths increased. The population of Didcot is due to increase from 30,000 to approximately 75,000.

Chief Executive at the Vale - David Hill, has resigned and Mark Stone has taken over as Acting Chief Executive until March when a permanent placement will be made.

Grants - the District Council have a number of grant pots currently, which may be suitable for the Parish Council.

Neighbourhood Planning – Cllr Webber advised to ensure to put green spaces around the planned area to keep villages from joining up.

### Cllr Richard Webber – Oxon County Council

The Unitary Authority proposal - currently in 'the long grass' as 3 councillors are passionately for it and 3 strongly against (4 of those are conservatives) and the government does not want to get involved in disputes within its own party. £200,000 has been spent so far across all the districts on the unitary quest but this is a small amount in terms of what would be saved. Cllr Webber reported that the County have now made the books balance.

Children's Centres - There were originally 53 and the idea was to cut them to 6 but this actually only ended up being 23, however, it is taking a lot of volunteers to keep them all going. Cllr Priestley questioned why, when there are so many cuts for things like children's centres, people are being offered free checks by the fire service? Cllr Webber commented that Oxon Fire Service are one of the best in the country and have been the most effective arm of the County at delivering cuts.

Grass Cutting - Cllr Priestley reiterated that it has been impossible to get hold of any maps on where the contractor currently cuts grass in the Parish, rendering it impossible to obtain a quote for the possibility of the Parish taking over the second cut; the first to be done by County in July. Cllr Priestley noted that on the maps previously given, there was an area where grass was supposedly being cut, which was actually on a Parish Councillors land, raising the question of where are the County are actually paying for the contractor to cut? The Highways Sub Committee are meeting with Keith Stenning at County this week to discuss further. Cllr Priestley to give Cllr Webber the Officer's name and Cllr Webber will follow up with County on the maps and contractor. Cllr Talbot commented that we need to see a copy of the contract as nobody seems to know what the Council are paying for. RW/HSC

Corillian - Cllr Webber also reported that Corillian appears to be collapsing, which will affect contracts such as new school buildings.

Marcham Traffic Survey – 50 volunteers carried out a traffic survey over a 24 hour period to establish the volume of traffic and see if figures concur with the County figures, which they approximately did. Marcham is almost gridlocked in the early evening and the air quality is at dangerous levels. This could be solved by diverting some of the HGVs along the Old Faringdon Road. Marcham is at capacity for traffic, as are the surrounding rat runs. Cllr Webber also reported that County's figures had for traffic were incorrect for where Barrow Road meets Gozzards Ford Road.

# The Parish Council of St. Helen Without

## MoD

A complaint was sent to Cllr Russell re cars speeding through Shippon. Mr Kelso checked the registration on the army system and it does not appear to be army personnel. Cllr Talbot has been speaking to people in the village and it seems to be 4x4s and high end cards being reported. Cllr Russell commented that it appears to have quietened down since the private schools closed. Jane Binning also reported that Aasvogel skips and Baileys coaches have been speeding along Barrow Road. The Clerk to write to them to ask them to only use Barrow road when absolutely necessary due to the volume of traffic on the road and to drive considerably keeping to the speed limit. AC

The Community Engagement Officer is now in place at the Barracks. Mr Kelso warned that manpower is low at the moment, so there will be lower attendance at Remembrance day this year. The Bonfire will not take place this year for the same reason.

Mr Kelso to ask for the Youth Summer Programme to be sent out. DK

## 5. Local Plan Part 2 (LPP2)

Awaiting the October declaration.

## 6. Minutes of the Meeting held on 22<sup>nd</sup> May 2017

The minutes were agreed and signed by the Chair.

## 7. Matters Arising from the Minutes

### a) Highways matters - Highways Sub Committee (HSC)

VAS The VAS has been installed and will record speed, volume and direction of traffic. Geoff Barrell will notify Cllr Page on how to download all the data.

Honeybottom Lane – Cllr Page spoke to Simon Deakin to discuss where to re-place the Archer tubes. Mr Deakin also requested that the County look into putting a pavement in, however, the boundary for the SHW parish ends at the houses, so that stretch would be Wootton Parish and also includes a stretch that belongs to the Army. HSC

Elm Tree Walk – The Clerk to write to Highways requesting for Elm Tree Walk to be resurfaced following the building work. They have previously said that it doesn't need resurfacing due to low speeds of traffic on the road. AC

Lashford Lane/Church Lane - The Clerk received a letter from a Member of the Public raising concern about traffic speeding round the corner by the school and the badly sighted access to the Nissan field. Mrs Trinder requested that the road markings be updated between the Church and thatched cottage with a slow sign and the signage by the school being updated and repaired.

Smarten up The Parish Day – the HSC to revisit around September time to look at painting of the gates in the parish. Cllr Talbot suggested that the PC fund the painting of the gates and the cutting of the grass verges. A lot of money has been spent on the recreation ground in the last few years and people pay their rates and should be able to expect a smart parish. Cllr Page concurred that the recreation ground is open to all and if the PC pays for that, then it should smarten up the rest of the parish too. If we want the village to look pristine, we need to pay for it. Cllr Page to contact Aspire about painting and Cllr Talbot to ask who painted the pub. MP/VT

The HSC reported that Biffa will not remove any growing weeds from pavements but will clean mud etc. They appear to do clean on request currently.

### b) Abingdon Town Council Community Led Plan

Community Governance Review – Steve Corrigan said that Democratic Services will not be looking at ATC's request for a Community Governance review until October and, if they decide to go ahead with the review, will consult then.

### c) Overhanging Vegetation

The Clerk received call from a member of the Public about the overgrown vegetation at the bottom of Lashford Lane. Cllr Gilbert to follow up. MG

The Clerk to write to Mr Yousef re 40 Rookery Close. AC

### d) Enforcement

Clare Merrit informed the Clerk that the new windows are currently being manufactured.

The Clerk to write to Enforcement re car seller at 80 Barrow Road. AC

### e) Neighbourhood Plan (NP)

The sub groups are now getting up and running. There will be representation at WaDStock from the NP Groups.

It was unanimously agreed to start paying George again from June and also the costs that have so far come out of the NP administration process, offset against the LPP2 open day costs that are being split with Wootton. Wootton have decided against setting up a separate bank account specifically for the NP. George Edmonds-Brown will send an update on spend every 6 weeks.

Terms of Reference - Cllr Russell received the following email from Will Sparling:

## The Parish Council of St. Helen Without

Following our earlier discussions, DIO have agreed to the inclusion of the wording below. This supports the inclusion of Dalton Barracks in your neighbourhood area. Please add this to the Terms of Reference for preparing your neighbourhood Plan.

“To support the inclusion of the Dalton Barracks site within the neighbourhood area, the first point of contact with Defence Infrastructure Organisation for issues relating to Dalton Barracks will be the District Council.”

Cllr Russell has also been advised that there should be defined a Memorandum of Articles of Association between the Parish Councils. Cllr Russell to ask George Edmonds-Brown to put together. MR

f) Manor Prep School – Cllr Russell reported that there had been a very productive meeting with Shaun Forrestal. He informed that the builders have been appointed and work is expected to start on the sports hall on 10<sup>th</sup> July and is due to be finished by 18<sup>th</sup> July 2018. Cllrs requested that consideration be given to no deliveries before 6.30am and no Saturday work. They are not looking at the fields or car park lights at the moment, only the sports hall as it is very much a 10 year project. Therefore there will not be anything that will affect the residents in neighbouring houses as yet. Builders will give a monthly to 6 weekly update.

Cllr Page suggested that local children drew signs as a speed control measure through the village.

### 5. Finance and Administrative Matters

#### a) Accounts for payment

Payee	Purpose	Total	VAT
Dry Sandford Primary School	Room rental PC Meeting	£10	
Parish Clerk	Salary June	£435.12	
Parish Clerk	Expenses June	£44	
Cllr Priestley	LPP2 Open Day, Tea & Coffee	£5.58	
Chair, Cllr Russell	Chair's allowance	£100	
Cllr Priestley	Ink Cartridge	£26	
Cllr Russell	Ink Cartridge & Paper	£23	
PCC Shippon	LPP2 Open Day, Room hire	£56	
BGG	Grass Cutting May & June	£240	£40
ST Grounds Maintenance	Bin Emptying May & June	£40	

#### b) Applications for Grants

None

### 6. Matters raised by members of the Council

Newsletter – Need contributions from Rich Osborn and Cllrs Webber. AC

Prince of Wales Pub - The Community Asset nomination form was accepted and upheld against the owner's appeal.

Noticeboard Lashford Lane – the Clerk to get a quote for a new noticeboard. AC

### 7. Planning

Barrow Rd – The Vale now have a heritage statement. The Conservation Officer has now agreed to the plans because the height of the houses has been lowered. Cllr Page commented that access onto Barrow Road is still something that should be of concern to the PC in addition to the height of the houses. Cllr Russell to tell Matthew Green that there was no agreement at this meeting as the information was only given a couple of hours before the meeting and it is not on the Planning website at this point. Cllr Russell to speak to Martin Deans at the Vale. MR

Catesby Estates – Land off Dunmore Road – the new housing would have a 'ghost lane' to access it. Cllr Page commented that the number and look of the planned houses appears ok; the concern is the increasing traffic on Wootton Road causing more problems in exiting Long Tow. It is estimated that the traffic could be up to 1000 extra vehicles per day. It will generate a lot of CIL for schools and healthcare. The Parish will not get a great deal but needs to decide what it would use CIL for. Cllr Russell asked Catesby about the possibility of a shop or community nursery in the small square in the middle to give it a sense of community.

#### a) Decision Notices

Ref:	P17/V0605/FUL
Date	14 <sup>th</sup> March 2017

## The Parish Council of St. Helen Without

Description	Extension to provide office accommodation and change of use from residential dwelling to be used as the head office for Cothill Educational Trust.
Address	Cothill House School, 7 Cothill Road, OX13 6JL
St Helen Without PC's comments	No objections
Decision	Permission Granted 12 <sup>th</sup> June 2017

Ref:	P16/V0806/HH
Date	31 <sup>st</sup> March 2017
Description	Proposed wooden fencing to boundary of property
Address	76 Barrow Road, Shippon, OX13 6JQ
St Helen Without PC's comments	31 <sup>st</sup> May 2017
Decision	Permission granted 22 <sup>nd</sup> May 2017

Ref:	P17/V1173/PDH
Date	28 <sup>th</sup> April 2017
Description	Single storey rear extension Width: 8m Height: 3.0m Height to eaves: 2.8m
Address	65 Lashford Lane, Dry Sandford
St Helen Without PC's comments	For info only. Permitted Development.
Decision	PDH Agreed 30 <sup>th</sup> May 2017

Ref:	P17/V1180/FUL
Date	10 <sup>th</sup> May 2017
Description	Demolition of existing single storey building which provides borders dormitory and house parents accommodation for Cothill House School. Demolition of ancillary out-buildings associated with the building and site. Erection of new two storey borders dormitory and house parents accommodation to provide additional and improved facilities and spaces to modern standards, including improved access, paths & terraces. Existing pick-up/set-down area to be increased to accommodate start and end of term vehicle movements.
Address	Cothill House School, 4 Cothill Road
St Helen Without PC's comments	31 <sup>st</sup> May 2017
Decision	Permission granted 22 <sup>nd</sup> June 2017

Ref:	P17/V1388/LDG
Date	17 <sup>th</sup> May 2017
Description	The barns at Church Farm (edged blue on the submitted location plan) have been used for the storage of equipment in conjunction with The Manor Preparatory School on the opposite side of Faringdon Road.
Address	Church Farm Faringdon Road, Shippon, OX13 6LN
St Helen Without PC's comments	For info
Decision	Certificate of Lawful Use or Development on 26th June 2017

### **b) Applications dealt with between meetings**

Ref:	P16/V3165/FUL
Date	19 <sup>th</sup> January 2017
Description	Proposed 4 no dwellings and works there to (Additional information contamination received 2 March 2017 and amended by plans received from agent 27 June 2017).
Address	Land adjoining no 38 Barrow Road, Shippon, OX13 6JF
St Helen Without PC's comments	Due 12th July 2017
Decision	31 <sup>st</sup> July 2017

Ref:	P17/V0663/FUL
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## The Parish Council of St. Helen Without

Date	17 <sup>th</sup> March 2017
Description	Demolish & replace 2 buildings (Additional hydrology information submitted 7 June 2017. Additional tree survey information submitted 12 June 2017)
Address	Rushwood, Cothill Road, Dry Sandford, OX13 6JW
St Helen Without PC's comments	No objections, but the tree preservation officer needs to visit the site to look at trees possibly in need of protection
Decision	8 <sup>th</sup> May 2017 (no decision yet issued)

Ref:	P17/V0884/DIS
Date	31 <sup>st</sup> March 2017
Description	Discharge of conditions 9 - drainage details, 10 - Thames Water condition, 13 - Construction of Method Statement, 15 - landscaping scheme and 21 - materials on application ref. P16/V1088/FUL Hybrid application comprising a detailed application for a sports hall, AstroTurf pitch and pavilion, relocated netball and tennis courts, new canopy to lower school building, car park extension to rear and rearranged access, car park and drop off at front of school; and an outline application for erection of a swimming pool, two classroom buildings and extension to dining room (all matters reserved except access).
Address	The Manor Preparatory School, Shippon, OX13 6LN
St Helen Without PC's comments	
Decision	12 <sup>th</sup> May 2017

Ref:	P17/V1336/0
Date	19 <sup>th</sup> May 2017
Description	<i>Development of up to 200 dwellings, means of access and associated works, with all other matters (relating to appearance, landscaping, layout and scale) reserved.</i>
Address	Land north west of Abingdon-on-Thames Land bound by Wootton Road, Dunmore Road and the A34 Abingdon-on-Thames
St Helen Without PC's comments	Due 12 <sup>th</sup> July 2017
Decision	8 <sup>th</sup> September 2017

Ref:	P17V1619/LDP
Date	8 <sup>th</sup> June 2017
Description	Extension to rear of property to create new dining area and utility room
Address	21 Rookery Close, Shippon
St Helen Without PC's comments	For info only, LDP
Decision	3 <sup>rd</sup> August 2017

Ref:	P17/V1748/HH
Date	27 <sup>th</sup> June 2017
Description	Erection of a two storey rear extension and first floor to existing property.
Address	29 Landsdowne Road, Dry Sandford, OX13 6EA
St Helen Without PC's comments	No objections
Decision	16 <sup>th</sup> August 2017

Ref:	P17/V1406/HH
Date	19 <sup>th</sup> May 2017
Description	Two storey side and single storey rear extension.
Address	25 Rookery Close, Shippon
St Helen Without PC's comments	No objections
Decision	14 <sup>th</sup> July 2017

### 8. Sandleigh Road Recreation Ground

## The Parish Council of St. Helen Without

Goal Posts - Cllrs Gilbert & Houlden to remove the goalpost as it is no longer useable. The Clerk has obtained quotes for new goal posts. Cllr Gilbert to look over them. AC

Felled Trees – The Clerk has written to 61 Lashford Lane asking them to remove the rubbish/rubble, as per the agreement with Cllr Russell. The PC has kept its part of the bargain. AC

Tree Survey The Clerk is getting 2 more quotes based on the survey. The Clerk to follow up with Youngs on whether they visited the site. AC

The Inspection roster for 2017 is below: Any requests for amendments should be sent to the Clerk. **All**

2017			
July	Cllr Martin Gilbert	August	Cllr Vicki Talbot
September	Cllr Ken Houlden	October	Cllr Carole Priestley
November	Cllr Madeleine Russell	December	Cllr Caroline Parkin

Cllr Russell went through the correspondence and it was resolved to note it and his comments.

### 9. Correspondence

#### Oxfordshire County Council

Gypsy & Traveller Services – notification of dept dealing with authorised and unauthorised traveller sites

#### VofWHDC

Abbey Meadow – new £320,000 play park now open

Local Plan Bulletin

Newsletter Matthew Barber

David Hill resignation as Chief Exec. Mark Stone is Acting Chief Exec.

LEADER Programme funding for communities

Vale Planning – Parish Partner Event

New ASB powers to fine people who cause vehicle related noise nuisance

Town & Parish Forum 12<sup>th</sup> July 2017

Oxford Radcliffe Hospitals Charitable Funds – looking for volunteers – [gail.williams@ouh.nhs.uk](mailto:gail.williams@ouh.nhs.uk)

#### Other

National Plant Monitoring Scheme

OALC June update4

OCVA newsletters

OCVA September First Aid Level 3 Course

HAGS playground assessments

Externiture Bus Shelters

Arien Designs – noticeboards, signs etc

ROSPA – notification of playground inspection

CFO Summer newsletter

Jim Parke – recruitment of a Parish Path Warden

CAB Newsletter

Broxap Street Furniture

Fenland Leisure Group

Discovery Timberplay

Plantscape Street Furniture

Kompan Sport & Fitness

B&C Shelter Solutions

Cardiascape – national campaign for installing defibrators

#### a) Cllrs reports and items for future agendas

Nothing raised

#### b) Date of next meetinga

It was confirmed that the next Parish Meeting would be held at 7.30 p.m. on Monday 4<sup>th</sup> September 2017 at Shippon Church Hall.

There being no further business the Chairman closed the meeting at 10.15 p.m.

Signed.....Date.....

Minutes & Agendas can be found on our website at: <http://www.woottondrysandfordshippon.co.uk/>