

# The Parish Council of St. Helen Without

## Minutes of the Parish Council Meeting held on Monday 26<sup>th</sup> March 2018 at 7.30pm at Dry Sandford Primary School

**Present:** Cllrs: C. Parkin (in the Chair), M. Page, Colin Cox, V. Talbot

**In attendance:** Cllrs Catherine Webber, Richard Webber, Mr Derek Kelso, Mr Geoff Fitzgerald, Mr Simon Deakin, Anna Clarke (Clerk)

### 1. Apologies for absence

Phil Painting, R. Bahu

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

Cllr Talbot with regards to windows at 62 Barrow Road

### 3. Matters raised by members of the public

Neighbourhood Plan - Mr Fitzgerald said that when he had attended the PC meeting in January, there were only approximately 6 minutes and agendas published but now most of them are up. Mr Fitzgerald noted that Cllr Page was reviewing finances and due diligence and he looked forward to seeing the results. Mr Fitzgerald commented in the Financial Regulations, there is a big loophole around specialist services, if used, 3 quotes are not required and he felt that nowadays nobody was that specialised that they should fall under this provision.

Mr Fitzgerald also said that he felt the JMC was 'invisible' as no meetings or agendas were advertised and that this meant that there was no transparency on how decisions were reached and that the JMC should be a Public meeting as it is spending public money. Mr Fitzgerald said that he had written to Cllr Ian Bristow from Wootton PC 3 times requesting minutes but had heard nothing, which he considers to be a breach of the Cllr Code of Conduct. Mr Fitzgerald asked if Cllrs Parkin and Talbot knew if there were minutes and if the JMC meeting on Thursday was being publicised? Cllr Parkin assured that she and Cllr Talbot would raise these issues with the JMC on Thursday and respond to Geoff thereafter. Cllr Page asserted that, if there are things that should have been done and have not been, this will be corrected but that there are various committee meetings that take place that are not public and he is unsure whether this comes under that umbrella.

Cllr Talbot asked if Mr Fitzgerald had copied anyone in to the emails to Cllr Bristow? Mr Fitzgerald said that he had copied Madeleine Russell in, however, she is no longer a member of the PC or NP groups. Cllr Talbot also asked if Mr Fitzgerald had approached Wootton PC as it was a joint NP? Mr Fitzgerald said that Wootton PC's clerk would not attend a meeting if he was there. Mr Fitzgerald said that the former SHW PC Chair had said that she would welcome an independent review and having spoken to her and former Cllr, Carole Priestley, they all believed this would be taking place. Cllr Parkin commented that they have both had ample opportunity to convey this to the PC but neither has mentioned it. Cllr Parkin responded that this PC has decided after much consideration, not to pursue an independent review but if Mr Fitzgerald has misgivings, he can take them to the Vale. The Vale are aware that Mr Fitzgerald has concerns. Cllr R Webber said that he will venture to attend a Wootton PC meeting.

Speed Limit Honeybottom Lane – Simon Deakin, a resident of Honeybottom Lane, approached the PC approx. 18 months ago to request a review of the speed limit on the lane with a view to reducing it from 40 to 30 mph. It was agreed by the PC at the time to follow this up. Mr Deakin requests this on safety grounds as there is no pavement and children need to get to the bus stop for the school bus and says it is an accident waiting to happen. It is also, the only residential road in the area still on a 40mph speed limit. He commented that Sunningwell had managed to get a change to the speed limit in their parish within 16-18 months, funded by raising the precept. Cllr Page recalled that Archer strips had been laid to get an idea of the average speed; there were peaks, but overall there were not many cars speeding. Mr Deakin commented that it depended on how you interpret the results as a peak times, 7am/5pm, there were cars going over 50mph. To date Lee Turner has said that the density of houses and mean speed are not sufficient for a review. Cllr Page contacted Lee Turner and supplied him, at his request, with the data from the Archer strips. He will resend this and forward all info to Cllr R Webber who will speak to Mr Turner. Cllr Page did a site visit and, whilst there is not enough room for a pavement, visibility would be improved by Wootton PC cutting the hedge back at the old Harley Davidson garage end. MP/RW

Dry Sandford Primary School Road lines – Mr Fitzgerald reiterated that these needed to be repainted.

Military Exercise noise complaint - Mr Deakin raised an issue of noise at the bottom end of the base at 2am-6am, with blank rounds being fired and much shouting during a training event, which terrified his children. Mr Kelso assured that Mr Deakin's complaint had been forwarded to the H&S department but that noise was a difficult issue during times of military training. Mr Kelso, said that, if he can have the email addresses of the residents affected, he will send info on upcoming exercises.

## The Parish Council of St. Helen Without

Co-Option – Cllr Page proposed the co-option of Alex Royal, should there be no call for an election. Cllr Cox seconded the motion. There was a unanimous vote to co-opt Mr Royal.

### 4. Attending Councillors & MoD

**MoD** – sheep are now back on the Airfield, so it is very important to keep dogs on a leash. A soldier was attacked and bitten by a dog. All dogs must be kept on leashes when anyone approaches.

A complaint was received about a military truck going through Shippon and Mr Kelso has forwarded it on to the relevant department. A reminder has been sent to soldiers.

Airshow – the RAF gate will be open for locals.

Cllr Catherine Webber – the next round of grants will be opening soon with £100K available. The Clerk to see if the village gates refurb will be eligible. AC

Cll C Webber has been co-opted for the Traffic Advisory Committee for Abingdon. Enforcement is on the next agenda for double yellows etc. Some St Helen & St Katherine 6th formers have been parking on private lanes around the school as the school is not allowing parking there and encouraging pupils to walk.

Cllr Webber has ‘called in’ the application for Manor Farm development. The concern is that the original terms are adhered to and that none of the rules are changed re traffic, i.e. no coaches, only maintenance vehicles. Parking should be at St Helens with people walking across to the pavillion. Also, there is concern that it should remain only for use by St Helens and not hired out for parties and that the original footprint is not enlarged. Cllr Parkin commented that the PC needs to be getting large applications at pre application stage, so these details can be ironed out before it goes to full application. Cllr C Webber to contact Sarah Green with the PC’s concerns. CW

Cllr C Webber to follow up on the possibility of an Air Quality Survey on Barrow Road. CW

Cllr Talbot raised the issue of the huge numbers of cars using the Marcham up to Gozzard’s Ford Road.

Cllr Richard Webber – At the budget meeting in February, it was passed that County Cllrs would be given a budget of £15K to spend on local issues.

A meeting is being held on 27<sup>th</sup> March to discuss the Growth Deal. The deal is looking less and less attractive. It is being suggested that 100,000 houses are needed, when actively, it’s 60 – 80,000.

### 5. General Data Protection Regulation

Cllr Page to look at the potential for SHW PC to have its own website. All Cllrs to set up an email address purely for Parish Council business. Cllr Page suggested that Cllr Painting could review the current data. Cllr Page to follow up. AC/MP/ALL

### 6. Minutes of the Meeting held on 19<sup>th</sup> February 2018

The minutes were agreed and signed by the Chair.

### 10. Matters Arising from the Minutes

- a) Highways - Grass Cutting – The Clerk to follow up with Aspire for the grass cutting contract. AC  
LED lights – The Clerk to follow up with Cllr R Webber if more of these are planned. AC
- b) Enforcement – Ruth Binning and the Vale agreed that the windows would be installed in early Spring when the weather improves. The Clerk to follow up and write to Mrs Binning if not done. The Clerk to follow up if any movement on the grain storage application. AC
- c) Neighbourhood Plan (NP) – Vale have submitted LPP2 and it generally takes 2 months to appt an Inspector, however, it took just 3 days and the advice from Nigel McGurk was that this likely means that they are keen to push it through asap, so it was agreed that the NP in turn, will be submitted before LPP2 goes through. The JMC has consequently arranged a meeting for this week. If the NP is in, there is some legal standing that the Vale has to take into account. If the Vale displays any delaying tactics, both Parishes agreed that they would challenge them on this. The budget will go to the JMC on Thursday. George Edmonds-Brown has said that it was necessary to slow the process down re finances as it could rebound on Wootton. Jan Banfield rebutted George’s email. The NP group will be approaching landowners in the 2 parishes to give them a chance to look at the NP.  
Cllr Page commented on the previously raised issue of JMC accounts being made public. He is currently putting together a list of all spend on the joint NP and evidence of due diligence. Cllr Page stated that Mr Fitzgerald was materially wrong on a number of issues raised. It was agreed that the information put together would be put on the website and noticeboards.
- d) Newsletter – to be tied in with Friends of Shippon delivery. Cllr Page to ask PCSO Osborn for his contribution. The Clerk obtained 3 quotes and it was agreed to go with Dataprint and used coloured paper, 4 pages. MP/AC
- e) Noticeboards – the noticeboards have been ordered. AC
- f) Gates – The Clerk to try and get 3 quotes. AC

## The Parish Council of St. Helen Without

- g) Trail – Cllr Bahu asked if it should include Wootton but it was unanimously agreed that it was a SHW Trail only.

### 11. Finance and Administrative Matters

#### a) Accounts for payment

Payee	Purpose	Total	VAT
Dry Sandford Primary School	Room rental PC Meeting	£10	
Parish Clerk	Salary February & March	£879.22	
Parish Clerk	Expenses February & March	£88	
OALC	Annual Subscription	£347.63	
CFO	Annual Subscription	£70	
*Wootton Parish Council	Joint Neighbourhood Plan	£1360.53	

\*March 2017, Wootton PC were paid approx £586.52, just under £2k has now been spent on the joint NP, offset against grants.

#### b) Applications for Grants

None

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

### 13. Planning

#### a) Decision Notices

b) Ref:	P17/V3325/HH
Date	17 <sup>th</sup> January 2018
Description	Proposed demolition of outbuildings, construction of front and rear extensions, raised roof and internal alterations.
Address	101 Lashford Lane, Dry Sandford
St Helen Without PC's comments	SHW PC have no objection but would like assurance that an earlier application to convert existing out buildings, which has been approved will not create any additional living space.
Decision	Planning permission granted 7 <sup>th</sup> March 2018

#### b) Applications dealt with between meetings

Ref:	P18/V0415/DIS
Date	15 <sup>th</sup> February 2018
Description	Discharge of condition 3(Materials, 4(Building Record), 5(Bat Licence) & 6(nesting sites) on application ref. P17/V2864/FUL Conversion of redundant agricultural barn into dwelling including change of use (amended plans and additional information received 25 January 2018).
Address	Manor Farmhouse, 84 Church Lane, Dry Sandford, Abingdon, OX13 6JP
St Helen Without PC's comments	
Decision	Due 29 <sup>th</sup> March 2018

Ref:	P18/V0537/DIS
Date	
Description	The application is for: Discharge of conditions 5 - Bat Licence on application P17/V2864/FUL Conversion of redundant agricultural barn into dwelling including change of use.(amended plans and additional information received 25 January 2018).
Address	Manor Farm House 84 Church Lane Dry Sandford Abingdon
St Helen Without PC's comments	
Decision	

Ref:	P18/V0395/HH
Date	14 <sup>th</sup> February 2018
Description	Single storey rear and side extension, garage conversion, french doors and Juliette balcony rear first floor level.
Address	17 Sandleigh Road Dry Sandford Abingdon Oxfordshire OX13 6DP
St Helen Without PC's comments	No objection to this application but would ask that the proposed development does not exceed the current volume allowance.

## The Parish Council of St. Helen Without

Decision	11 <sup>th</sup> April 2018
Ref:	P18/V0330/FUL
Date	23 <sup>rd</sup> February 2018
Description	Change of use of an existing open air agricultural shelter into a Sports Pavilion to serve family members, players and spectators during the Lacrosse seasons for St Helen & St Katharine School. The new pavilion provide changing rooms and shower facilities to both home and away teams, referee changing room, sports equipment storage, WC facilities for spectators, a kitchenette, and amenity space in the form of a club room where family members and spectators can gather. (As amended by plans and statement received from agent 5 March 2018 - addition of an extension to eastern gable)
Address	Church Farm Faringdon Road Abingdon
St Helen Without PC's comments	We do not object to the Application for a pavilion, however, we do not feel that the footprint of the barn that is being replaced should be increased. We would like the following conditions that were put in the decision notice of 16th January 2008 planning application no: PO7/V1866/COU upheld. They are:- 3. The existing access shall only be used for emergency and maintenance vehicle access and shall not be used by any other vehicle in connection with the playing fields. We accept that this access should be available to Disabled cars. The Lacrosse teams and their supporters need to park In St Helen's school and walk across the bridge to the pitch. We would like a condition that the Property should not be let for occasions which would generate extra traffic. If the above conditions are applied we would be happy to ask Catherine Webber to withdraw the 'call in'.
Decision	20 <sup>th</sup> April 2018

Ref:	P18/V0453/FUL
Date	22 <sup>nd</sup> February 2018
Description	Replacement store
Address	'The Barn' (land to rear/east of White House Farm) Green Lane Dry Sandford ABINGDON OX13 6JR
St Helen Without PC's comments	28 <sup>th</sup> March 2018
Decision	19 <sup>th</sup> April 2018

Ref:	P18/V0472/LDP
Date	22 <sup>nd</sup> February 2018
Description	Construction of box dormer to rear roof slope.
Address	54 Lashford Lane Dry Sandford ABINGDON OX13 6DZ
St Helen Without PC's comments	For info only
Decision	19 <sup>th</sup> April 2018

Ref:	P18/V0436/HH
Date	13 <sup>th</sup> March 2018
Description	Proposed extension and conversion of existing bungalow by altering roof form to create 4 bed dwelling.
Address	29 Sandleigh Road Wootton Abingdon Oxfordshire OX13 6DP
St Helen Without PC's comments	6 <sup>th</sup> April 2018
Decision	8 <sup>th</sup> May 2018

### 14. Sandleigh Road Recreation Ground

The Inspection roster for 2018 is below: Any requests for amendments should be sent to the Clerk. **All**

2018			
March	Cllr Mike Page	April	Cllr Vicki Talbot
May	Cllr Richard Bahu	June	Cllr Caroline Parkin

Cllr Cox carried out the inspection. A fence panel belonging to a resident was missing and there was a large dog in the garden. Cllr Cox to do March report.

# The Parish Council of St. Helen Without

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

## 14. Correspondence

### Oxfordshire County Council

SSE Communities Funding – Resilience Fund applications up to £20,000 for e.g. first aid training etc. Closing 15<sup>th</sup> May.

Oxon Health & Care Services –The Big Consultation <http://www.oxonhealthcaretransformation.nhs.uk/>  
Nominations open for Oxford Health NHS Foundation Trust Council  
[www.ersvotes.com/oxfordhealth2018](http://www.ersvotes.com/oxfordhealth2018)

### Vale

Community Safety Team – safeguarding with booking venues

Government green light first use of autonomous vehicles on UK roads

Matthew Barber – Policing in the Thames Valley

Local Plan Part 2 submitted for Inspection

Local Business Leaders encourage more high-tech life and space orgs to se up shop in the Science Vale

Munching Molly and Pals – Vale give local children the opportunity to name food waste trucks

Vale Council & Committee Meeting Dates

Vale News

LPP2 Inspector Appointed – Mr David Reed

OALC February Update

Vale Businesses Finalists – [www.vale4business.com/v4bawards](http://www.vale4business.com/v4bawards)

Name the new public square in Didcot – [survey.southandvale.gov.uk/s/OrchardCentreSquare](http://survey.southandvale.gov.uk/s/OrchardCentreSquare)

£174K grant given for advice and transport support in Wantage – advice for travel around Wantage area

### Other

Thames Water – inviting comments on their 5 yr business plan [www.thameswater.co.uk/yourwaterfuture](http://www.thameswater.co.uk/yourwaterfuture)

Church Noticeboards

OCVA Newsletter

Moore Stephens – audit arrangements

CAB Newlsetter

NALC GDPR Toolkit

Sovereign Design Play Systems

Oxford Preservation Trust – deadline for applications 25<sup>th</sup> May 2018

RAF Brize Norton Consultation [rafbrizenortonconsultation@ospreyscsl.co.uk](mailto:rafbrizenortonconsultation@ospreyscsl.co.uk) (ends 5<sup>th</sup> April 2018)

London Oxford Airport Consultation [londonoxfordairportconsultation@ospreyscsl.co.uk](mailto:londonoxfordairportconsultation@ospreyscsl.co.uk) (ends 5<sup>th</sup> April)

Legionella Compliance

Sports and Play Consulting

## 15. Cllrs reports and items for future agendas

Nothing raised

## 16. Note From the Chair

### Agreed Between Meetings

Council meetings will now begin [at 7.00pm](#) with the first half hour being devoted to meetings of the sub committees as required. These will be open to the public and minuted. Members of subcommittees would still be free to meet and research proposals etc but any decisions can only be debated and made in a public forum (save confidential issues as outlined in Standing Orders). Where a subcommittee or the Council believes that an issue requires full consideration in a public forum from the outset (e.g. because of it's complex or controversial nature) sub committees, in consultation with the Chair, may decide to hold their own public meeting in which case it must be advertised to the public and fully minuted in accordance with Standing Orders. In any event all decisions will be made by the full council in their scheduled public meeting, or at an extraordinary meeting should the circumstances warrant. All sub-Committees will be included in this.

## 17. Date of next meeting

It was confirmed that the Annual Parish Meeting will be held at 7.00p.m. and the Parish AGM, is scheduled for 7.30 p.m. On Monday 14<sup>th</sup> May at Shippon Church Hall.

There being no further business the Chair closed the meeting at 9.45 p.m.

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

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