

Kingston Bagpuize with Southmoor Parish Council

Minutes of the meeting held in the Village Hall on

On Monday 6th of June 2016

Present	Elizabeth Oastler (Chairman)		Brian Forster (Vice Chairman)	David Hancox
	Robert Ian Charlton*		Carol Shepherd	Josie Allsworth
	Stephen Smith			
		With 5 members of the public and C.Cllr Melinda Tilley		
	Commenced 1902		Ended 2127	* left meeting after item 8(h)

1. **Apologies:** D.Cllr Eric Batts
2. **Minutes of last meeting:** the minutes of 24th May 2016 were recorded as being accurate records of proceedings
3. **Declarations of interest:** none
4. **Public Participation**
 - a. Roy Wolfe wished to speak about the Sports Field development.
 - b. Alan Midwinter wished to speak about planning application P16/V1173/FUL
5. **Reports from District and County Councillors**
 - a. Cllr Melinda Tilley:
 - It appears that there are 4 or 5 alternatives for the new Unitary Authorities. Arrangements cannot 'go outside' the County which makes the current arrangements in West Oxfordshire D.C. and Cherwell D.C. tricky to deal with. Also DCLG appears to have said that the population in Oxfordshire is not enough to warrant more than one Unitary Authority. Grant Thornton will be undertaking the study for OCC.
 - 44 Children Centres will continue to be funded until April 2017. However it appears that 42 of them have submitted interest to continue on a voluntary basis for non-statutory functions. There is some seed funding available for setting up voluntary services.
 - OCC will continue to fund Early Years and Child Care coverage.
 - b. Cllr Eric Batts:
 - Elizabeth Oastler read a precis of the report submitted (see attached).
 - Local residents have been invited to meet with the developer of Field Close with the residents on 13th June 2016 at the Village Hall 4-8pm.
 - Some discussion followed from Eric Batts report. There are some outstanding issues on the Sports Field development and land handover. The Clerk was asked to contact Abbey Homes to arrange a meeting.
6. **Planning Applications**
 - a. The following planning applications were considered:
 - P16/V1173/FUL, Land to the rear of Birch House, Erection of 10 dwellings comprising of 3 affordable units and 7 market houses with associated access, parking and open space. Alan Midwinter spoke saying that the proposed access is troublesome to manoeuvre and dangerous, and the proposal is overdevelopment. Other concerns were the inability for cars to pass while entering and exiting, and the poor access arrangement for bin collection. It was noted that the path nearby is in poor condition. It was

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resolved to object to the proposal (dangerous, poor access, overdevelopment, lack of visibility).

- P16/V0768/HH and P16/V0769/LB: Little Pelham Rectory Lane Kingston Bagpuize Abingdon OX13 5AT, Proposed single-storey extensions, internal alterations, and loft conversion to main property, and construction of new garage building. Amended by plans received 18th May 2016. It was resolved not to object on a vote of 5-2 with a note to comment that such alterations to a Grade II listed buildings were not appropriate.
 - P16/V1228/FUL, Land of Field Close Kingston Bagpuize, Extension of two dwellings with provision of access road, drainage and landscape works. Officer not allocated as of 6/6/16. It was noted that the paper copies had not been received yet however 4 Members had looked at the proposal on-line. It was resolved not to object. However the Clerk will not send the consultation back until the remaining Members had seen the paper copy and commented. If any of these comments raised concerns then the matter will be referred back to Council, otherwise the 'no objection' comment will be sent.
- b. Brian Forster requested a minute that, whilst dealing with planning applications in relation to when Listed Building status should be taken into consideration, the spirit was too jocular.
 - c. For updates on previous Planning Applications see attached note.
 - d. Elizabeth Oastler proposed a resolution to amend the process for considering planning applications to speed up the process and incur less meetings. The proposal was discussed and amended. Carol Shepherd seconded the amended proposal. It was resolved to accept the amended process and trial it for 3 months, at which point it will be reviewed if necessary. See attached report of the proposal and agreed process.

7. Accounts

- a. Refer to Finance Report
- b. The NJC pay award for to be applied on 1st April 2016 and 2017 has been published. The increase is 10p per hour for the Clerk.

8. Correspondence/ Matters arising

- a. The Council was updated on David Wilson Homes / John Blandy Trust / Scout Group land transfer by David Hancox. The Council's position has not changed and will proceed to take the green areas (land transfer) as previously decided.
- b. The Clerk update the Council regarding the progress of the transfer of land at Ridgeway from Pye homes. Some outstanding works had done. The boundary marker and ponding issues are still outstanding. The land transfer will not be completed until all the works have been satisfactorily completed.
- c. Josie Allsworth updated the Council on the bus service subsidy situation: the X15 and 63 will discontinue, however an amended service between Witney and Abingdon will be introduced. It will need some subsidy and will be a reduced service. The timetable will be amended to assist student transport.
- d. Review on progress of development of and transfer of the sports field land: see item 5(b).
- e. Ian Charlton outlined the content of the Annual Parish Emergency Planning Survey (returned 23rd May 2016) which he had completed on behalf of the Council.
- f. Update on Village Fete (25th June 2016, 1pm-4pm): the Council will attend in an

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- official capacity. The Clerk has prepared the information stand. Brian Forster and Carol Shepherd will attend.
- g. The Parish Council has been sent a grant of £438 for events for QE II Birthday celebrations. How this money is to be spent was discussed. The party on the Millennium Green was not going to happen so another idea was needed. It was suggested to have a bench (suitably endorsed/ engraved) in the village. It was resolved to investigate designs, prices, location and discuss at the next meeting. Carol Shepherd will investigate using Art money to enhance the design. The Clerk will assist in getting prices.
 - h. An email has been received from Faringdon Town Council asking for support for saving Faringdon & Southmoor Children's Centre. The Council is asked to attend a meeting with Faringdon Town Council. The Council is still gathering information to decide what to do about this.
 - i. Correspondence has been received from the Open Spaces Society asking the Council to make a donation to their 'Find our Way' appeal (saving unrecorded historic public paths due to Government announcement to extinguish unrecorded records). After a discussion it was decided to decline making a donation on this occasion. However it was decided that the Clerk would refer the issue to the Longworth Historic Society who may wish to get involved.
 - j. VOWH have asked the Parish Council to consider new street names for the 30 new dwelling to the rear the sports ground. Suggestions were discussed which the Clerk will communicate to VOWH.
 - k. The Parish Council does not have a VDU user related eye testing policy for employees. Elizabeth Oastler outlined a proposal based on policies of Councils in the area. Elizabeth proposed that £20 be paid every two years for spectacles for employees if required for VDU use (or annually by optometrist referral). Seconded by David Hancox, carried unanimously. Elizabeth proposed that payments of £90 or £50 on the same basis above. Seconded Josie Allsworth, carried unanimously. For details see attached report. The Clerk was instructed to insert clauses in the employment contracts.
 - l. Elizabeth Oastler has requested to attend Chairmanship training (AOLC) on 13th July 2016 at a cost of £65 +vat.(current available training budget is £234). David Hancox proposed acceptance, Carol Shepherd seconded. Carried unanimously.
 - m. A pre-order consultation has been received from Robin Carr Associates to divert the public path No 288/13 across land at Spring Hill Farm Southmoor. Responses are requested to be sent before 25th June 2016. The issue was discussed. It appears that the plan does not reflect the actual fence lines. It was resolved that Josie Allsworth would investigate and report back.
 - n. Oxfordshire Minerals and Waste Core Strategy – Consultation on Additional Documents. A number of documents have been updated. It was resolved not to object.
 - o. Invitation to town and parish workshops on influence and control in a unitary Oxfordshire has been received. Brian Forster and Elizabeth Oastler volunteered to attend and report back.
 - p. P15/V1080/O Land South of A420 - minutes of meeting 13 January 2016. It appears that the minutes of the meeting were not changed to reflect what was actually expressed by the Clerk and Roy Wolfe. It was resolved that the Clerk will draft a complaint letter to the leader of VOWH.

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9. Village Amenities

- a. Burial Ground
 - Letter in KBS news regarding damage to an angel wing on a gravestone- the Clerk cannot locate this damage – no further action
 - Update on system of putting bins out (and back) for refuse collection – seems to be working well
- b. War Memorial
 - Arrangements for flag flying this month (11th and 24th June)- Brian Forster and Steve Smith to arrange.
- c. Faults
 - It has been mentioned that now Fallowfields are not trading, that the brown signs should be removed. The Clerk has contacted OCC for this to be actioned.

10. Next meetings

- a. Extra meeting 20th June 2016 if needed
- b. Ordinary meeting 4th July 2016
- c. Extra meeting 18th July 2016 if needed
- d. Ordinary meeting 1st August 2016

SIGNED

DATE:

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PLANNING APPLICATION UPDATES

- P16/V0396/O, Land Fronting School Lane Kingston Bagpuize Outline consent for the erection of 1 detached dwelling - approved

PROCESS OF CONSULTATION RETURNS ON PLANNING APPLICATIONS

Current system

Currently the Clerk receives an alert by e-mail of a planning application (new and amendments). The details are logged on the database. At least a week later, he receives paper copies of the plans and notification of the last date by which VOWH can receive any comments (usually 21 days after paper copies of the plans have been sent out and sometimes less). At this point the application is entered onto the next Council meeting Agenda. Therefore, at least 4 weeks pass between the time of the initial e-mail alert and the last date for comments. Prior to the meeting Councillors write their comments on paper which are then collated and discussed at the meeting on which a resolution is made.

With the volume of applications and the changes in the application types it has resulted in the need to have meeting every two weeks. This is a big drain on Clerk resources and Councillors time.

Advantages

Speed up the current circulation of and response to planning applications.

Reduce / eliminate need for additional meetings currently held purely to consider planning applications

Free up some of The Clerk's time (at least 3 hours per month) for other Parish matters

Proposal

The Clerk will send an email to all Councillors as soon as he receives the first alert. Councillors can then view the application proposal on-line. Councillor comments are emailed to the Clerk.

Those preferring or needing to view the paper copies would continue as at present ie the emails and written thoughts are then collated and discussed at the meeting on which a resolution is made.

Amended Proposal

The paper copies would be circulated to Carol Shepherd, Ian Charlton and Brian Forster only.

HEALTH AND SAFETY REGULATIONS 1992 (DISPLAY SCREEN EQUIPMENT)

In accordance with the Health and Safety regulations 1992 (Display Screen Equipment), for any employee which is required to use a display screen:

- the Parish Council will offer reimbursement for one eye test every two years, the cost being capped at £20. More frequent testing (and additional costs incurred) will be considered on written confirmation from an optometrist.
- the Parish Council will pay for a prescription if spectacles glasses are needed for display screen use. Unless there is a significant change in the prescription, only one claim will be considered every two years. There will be a two tier reimbursement approach: up to £90 can be claimed towards the cost of spectacles solely for display screen, and, up to £50 can be claimed towards the cost of glasses for general work (e.g. display screen use and reading / all the time)
- the Parish Council will not offer reimbursement for the provision of contact lenses.

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FINANCE REPORT

Invoices outstanding	Recipient	Value
None		
Invoices paid	Recipient	Value
6/6/16	BGG litter picking invoice 085/16 (chq 001301)	£300.00
Receipts	Payee	Value
None		
Donations	Recipient	Value
None		
Clerk Payments		Value
6/6/16	Month salary	£506.45
	PAYE	
	Expenses (Travel/ Accommodation etc)	£10.35
	Reclaimed (Stationary etc)	
	total	£516.80

REPORT FROM D-CLLR ERIC BATTS

Southmoor House: The result of the appeal in relation to the Vales planning refusal for the redevelopment has been published. The Inspector has upheld the applicants (Blue Cedar Homes) appeal and therefore the development can proceed. It is not yet known which of the two applications the developer will proceed with. There is a long list of conditions one of which being that the development is restricted for to the sale to over 60's

Field Close: Highways have raised objections with the applicants Construction Management Plan in relation to lack of information and traffic and parking measures. Until the applicant resolves these work can't commence. Residents please keep me posted if it does
Cross Roads Garage: No decision as yet, the applicant has submitted a 45 page traffic report which will be considered along with all other submissions.

Sports Ground and Pavilion: Following Councils request, that I seek clarification on this in relation to the status of the Pavilion. Planners have confirmed that there has been no amended application to seek the removal of the new pavilion from the granted development and therefore that is what will be built and any such change to the approved application will need planning approval.

Changes to Planning Procedures in Relation to Parish Councils: The Clerk should have received a consultation letter in which the Vale are seeking comments about proposed changes to these procedures which are aimed at speeding up planning decisions,
Local Plan: The Inspectors letter is still awaited; again the clerk should have received a newsletter about how the local plan and the procedures for commencing local plan part 2 consultation.

Appointment of New Chief Executive: David Hill has been appointed to succeed David Buckle

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and will take up the post in September.

Town and Parish Summer Forum: This will take place in July in Abingdon and the Parish should have received notification or if not will do shortly.

Grants: The next round of funding applications has opened for both Community and New Homes bonus grants.

Brown Garden Waste Bins: Purchase one of these bins during June and July and get a 10% discount on the price.

Cllr Eric Batts.