

Kingston Bagpuize with Southmoor Parish Council

Minutes of the meeting held in the Village Hall on

On Monday 4th of July 2016

Present	Elizabeth Oastler (Chairman)	Brian Forster (Vice Chairman)	David Hancox
		Carol Shepherd	Josie Allsworth
	With 12 members of the public and C.Cllr Tilley, D.Cllr Batts		
	Commenced 1903	Ended	2215

- 1. Apologies:** Steve Smith, Ian Charlton
- 2. Minutes of last meeting:**
 - a. Para 5 b. pt2: Parish Council deleted, local residents added
 - b. Para 6 b: 'whilst dealing with planning applications in relation to when Listed Building status should be taken into consideration' added
 - c. Para 8 o: Elizabeth Oastler added
 - d. the minutes of 6th June 2016 were recorded as being accurate records of proceedings with the above changes.
- 3. Declarations of interest:** none
- 4. Public Participation**
 - a. Karen White
 - b. Barbara Mickland
 - c. Ron Green
- 5. Reports from District and County Councillors**
 - a. Cllr Melinda Tilley – see report
 - b. Cllr Eric Batts – wished to thank Josie Allsworth for all her efforts in seeking to retain the X15 Bus Service. A report was expected but not received.
- 6. Planning Applications**
 - a. The following planning applications were considered:
 - P16/V1352/O, Land at Springhill Farm Springhill Longworth Abingdon OX13 5HL, Development of one additional dwelling: It was resolved not to object on a vote of 4-3 (including pre-written views)
 - P16/V1373/HH and P16/V1374/LB, Race Farm House Race Farm Race Farm Lane Kingston Bagpuize ABINGDON OX13 5AU, The proposed works is to install a traditional Oak Timber Framed 3 bay garage / car port within the garden of the property. It was resolved unanimously not to object
 - P16/V1180/LDP, 24 Stonehill Lane Southmoor ABINGDON OX13 5HU, Rear extension: notice only
 - P16/V1513/FUL, Tall Trees 11 Rimes Close Kingston Bagpuize ABINGDON OX13 5AL, Erection of a detached dwelling: It was resolved to object on a vote of 5-2 (including pre-written views)
 - P16/V0768/HH, 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 10th June 2016: resolved not to object on a vote of 4-1.
 - P16/V0446/FUL, Crossroads Garage Faringdon Road Southmoor Abingdon OX13 5HE, Demolition of Crossroads Garage showroom and sales offices, retaining workshops at the rear, with one being altered to act as new

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reception/office. New local supermarket with associated storage/office space, plant, refuse area and parking. 4no. flats above supermarket with associated amenity space and shared refuse/bike storage. AMENDMENT No1. It was resolved not to object on a vote of 4-2 (including pre-written views)

b. For updates on previous Planning Applications see attached note.

7. Accounts

a. Refer to Finance Report

8. Correspondence/ Matters arising

a. In December 2015 it was resolved that the Clerk would produce documents for an advert for an Assistant Clerk. All the relevant documents have been produced and updated:

- Advert, recruitment timetable and process
- New Contracts (inc Job Description) for Clerk and Assistant Clerk
- Appraisal Form Template
- Risk Assessment (home working)
- Disciplinary Procedure
- Grievance Procedure

Elizabeth Oastler and the Clerk outlined the work that had been done to produce the documents necessary some of which had not existed previously. There was some discussion relating to the duties of the assistant being essentially the same as the Clerk but the Clerk remains the Responsible Finance Officer and line manager. Elizabeth Oastler proposed that she and the Clerk will develop the finer details of the contracts and job descriptions, circulate them to Members for information and then proceed to recruit by placing an advert. The motion was seconded by David Hancox and carried unanimously. It was also resolved that the interview will be targeted for the end of August and the interview panel will be Elizabeth Oastler, Josie Allsworth and the Clerk.

- b. Proposed constitutional changes by VOWH in dealing with planning applications: Elizabeth Oastler made the observation that the changes were hurried and the training days were all in one week thus not allowing easy access if one was on leave etc. The Council agreed to be in favour of more dialogue with VOWH officers. It was resolved that Members would forward their comments to the Clerk who will collate them and submit then prior to the deadline of 20th July 2016.
- c. Local Plan 2031 update and call for sites consultation: The issue was discussed. The general feeling was that all available land suitable for development had been used and hence no sites could be proposed. It was also felt that the consultation was biased in presumption of development. It was decided that the Clerk would draft a suitable response and forward to Members before submitting.
- d. Section 101 Agency Proposals from OCC: Elizabeth Oastler verbally reported her thoughts on the issue (see report attached). It seems that the Parish has little choice but to take on various responsibilities if the village is to be kept tidy. However the precept would have to be increased to pay for it all. It was decided to accept the broad conclusion made in the report and that the report would be put in the KBS News and KBS on-line with a view to seeking public views. The Clerk would also canvass the views of adjacent Parishes. The issue will have to be discussed further at a later meeting to decide exactly what to do.
- e. The issue of using drones as raised by David Warr (email of 31st May 2016): the

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guidelines and legalities of drone use was discussed. There is little the Parish Council can do other than make everyone aware of the rules of their use. An item to this effect will be put in the KBS News.

- f. An email has been received from Karen White who has concerns over children from David Wilson development playing on grass next to A415. Whilst it is not an official play area it is understandable that it is a pleasant area to play safely if an appropriate fence was erected on the side of the A415. All present agreed that it is hard to understand that such a key issue was missed through the planning process. The Clerk will contact VOWH planning dept and David Wilson Homes to rectify the situation.
- g. The Parish Council has been made aware that the mobile library service will cease coming to Southmoor in September 2016. This fact will be publicised in the KBS News along with some continuing services such as the Home Service which will continue.
- h. The Centenary Fields Trust has asked the Parish Council if they would like to subscribe as a 'friend' to help keep outdoor spaces green. The rate is £50. The matter was discussed and resolved by a vote 4-1 not to support this particular cause as it is a national campaign and is not applicable locally to this Parish.
- i. Melinda Tilley had forwarded some information from the Junior Citizens Trust together with a request for a donation towards its cause. The issue was discussed and resolved to defer to another meeting whilst David Hancox clarifies some issues with the John Blandy School as to if they would benefit.
- j. Progress on QEII 'Birthday Bench': Carol Shepherd reported to the Council that Art monies cannot be used towards this. It was resolved that the Clerk would research prices for an ordinary bench and suitable plaque.
- k. Street names approved for new development of Sports Ground/ Pavillion are Edward Struass Park, Buchan Place, and Marlie Gardens. VOWH have asked the Parish Council if they wish to provide a 3000 character QR informative for each of the streets. It was resolved to refer this to the Historic Society.
- l. Feedback from Unitary Workshop: Brian Forster attended, and reported back that operational improvements were being sought, there would be democratic advantages, tackle the skills issues for elements being delegated to the Parish Councils and improve the planning process. The slides of the presentation would be put on KBS On-line when available.
- m. Overgrown vegetation adjacent to footpath near Restwood Place
- n. Feedback from Village Fete: Carol Shepherd and Brian Forster braved the showers and reported that there has been some interest in the Clerk's Assistant and two possibilities of people interested in being co-opted onto the Council.
- o. It is apparent that PC Member details have still not been changed on KBS On-line website. They will be reminded again. Also it was resolved that Josie Allsworth would look at getting more direct control transferred to the Clerk.
- p. Update on artwork on Millennium Green: Brian Forster reported that the artworks feature of an entrance gate to the Millennium Green had now been agreed. The installation is being funded from art money from s106 payments. The maintenance costs will fall on the Millennium Green Trust.
- q. Present situation regarding leases for Tennis club and Football and cricket clubs: there has been some discussions previously but the exact situation needs to be ascertained especially an agreed way forward and transfer process between the developer, land owner and the requirements of the clubs. It was resolved that a

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meeting between the clubs and the Parish Council will be arranged to get a consensus and then approach the developer/ land owner/ VOWH to agree the legalities etc.

9. Village Amenities

a. Faults

- Kingston Bagpuize/ Southmoor Parish boundary marker damage. Abingdon Stone quote for repair - Drilling and dowelling with stainless steel cramps ,making good the joint with Bath stone mixes and colouring down to blend with the original finish, cost £95 +VAT: it was resolved to accept this quote and proceed with the repair.

10. TRO Notices

- #### **a. Temporary Traffic Regulation Order – S14 Road Traffic Regulation Act 1984, Temporary Road Closure and “No Waiting” Restriction – at Southmoor to Hanney Road & West Hanney to Northmead Lane**

11. Next meetings

- a. Ordinary meeting 1st August 2016
- b. Extra meeting 15th August 2016 in needed
- c. Ordinary meeting 5th September 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
- P15/V0712/FUL, Blue Cedar Homes, Land at Southmoor House Faringdon Road Kingston Bagpuize with Southmoor OX13 5AA, Proposed demolition of existing building (previously used as a care home) and the construction of 10 "age restricted" dwellings (including 1 bungalow) with access, car parking and other facilities: Appeal granted 19th May 2016
- P16/V0788/DIS, Land off Field Close Kingston Bagpuize w/Southmoor, Discharge of condition (2 Building works, 3 Materials, 4 Landscaping, 7 Acoustic report, 8 Drainage design, 11 LAP design, 14 County Archaeologist, 17 Construction environmental management plan, 21 Existing site survey and proposed levels) of planning application P15/V1795/FUL. Revised landscaping & drainage details received 17 June 2016 – not for PC to comment.
- P16/V1035/HH, Crella Beggars Lane Longworth ABINGDON OX13 5BL, Rear Extension, Loft Conversion and New External Rear Chimney. Associated Internal Alterations – approved

FINANCE REPORT

Invoices outstanding	Recipient	Value
none		
Invoices paid	Recipient	Value
14/6/16	OALC training – Chairmanship for Elizabeth Oastler	£78.00
4/7/16	McCracken & Son (Millennium grass cutting) invoice 7467 chq 01304	£170.40
4/7/16	McCracken & Son (verges, recreation ground, Village Hall grass cutting) invoice 7465 chq 01307	£1324.80
4/7/16	Pest Force second half year payment invoice 4677 chq 01308	£245.00
4/7/16	A&L Garden Maintenance first 2 visits burial ground invoice 69 chq 01309	£70.00
4/7/16	BGG Garden & Tree care litter picking invoice 169/16 chq 01310	£240.00
Receipts	Payee	Value
None		
Donations	Recipient	Value
4/7/16	Kurling Club – chq 01311 re-issue of cheque from last year due to change in club name	£150.00
Clerk Payments		Value
4/7/16	Month salary – June 2016 (chq 01305)	£357.07
4/7/16	PAYE (Apr, May, Jun) (chq 01306)	£334.40

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REPORT FROM C-CLLR MELINDA TILLEY

STATEMENT FROM OCC LEADER ON EU REFERENDUM RESULT

Cllr Ian Hudspeth, the Leader of Oxfordshire County Council, has responded to the EU referendum result. He said: "Following David Cameron honouring his pledge to offer a referendum on our membership of the European Union, the British people have voted to take more direct control of the decisions which affect them. That process must not stop at the gates of Parliament. This is an opportunity to remake our democratic system, and must be used to drive, not delay, the process of devolving power from Westminster and Whitehall to England's cities and counties, and from those cities and counties to the towns, villages, and neighbourhoods within them. The priorities of the county council will remain the same – to support economic growth, to protect the most vulnerable, and to drive efficiency in public services. To support these priorities, our work on stripping out another level of bureaucratic decision making by developing proposals for a new council for the whole of Oxfordshire will continue, as will our ambition to win a wide-ranging devolution deal from central government."

PROPOSALS FOR UNITARY COUNCIL

As previously reported, Oxfordshire's District Councils have appointed consultants PwC to prepare a report on the future of local government in Oxfordshire, and OCC has appointed consultants Grant Thornton to do the same. Ten workshops were held by OCC over the course of June to obtain input from parish councils about concerns they might have and opportunities they might relish with a change to Unitary local government. PwC were due to report for the Districts by the end of June, but are behind schedule. The Grant Thornton report for the County is still on schedule for July. All councils will then submit proposals to central government in the autumn, following a period of public consultation.

COUNCIL CONTEMPLATES IDEA OF NEW PARK AND RIDES

A study which could lead to up to five new park and ride sites being built to serve Oxfordshire has been published. OCC, through the Oxford Transport Strategy (OTS), part of Local Transport Plan 4, is proactively working to find solutions to the demands that are increasingly being placed on the road network by current and projected growth. In order to reduce congestion within the city and on the approaches to it, the OTS proposes a major expansion and reconfiguration of the Park & Ride system to intercept more car trips earlier in their journeys and further away from the city. In addition to new park and ride sites, the OTS proposes a network of "Rapid Transit" public transport routes to provide an uplift to transport connectivity in the city, including links between the proposed new sites and the city's "Eastern Arc" (broadly speaking the Headington/Cowley area). The report is the latest step in the process of delivering solutions. The park and ride study has reviewed the locations proposed as part of the OTS, and made specific recommendations on where new park and ride sites should be located, following an assessment of the corridors. New sites are proposed at Eynsham, Cumnor, Lodge Hill, Sandford, and Oxford Airport, phased over the next 15 years.

INCREASING ADULT AND CHILD SOCIAL CARE COSTS

Adult and child social care costs continue to increase as a proportion of OCC's expenditure, now accounting for nearly half the council's budget. OCC's obligation to assist with

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unaccompanied young asylum seekers has added further added pressure.

COUNCIL AMONG NATION'S BEST FOR CHILDREN'S SOCIAL CARE

Only a quarter of councils – including Oxfordshire – have passed Ofsted's new harder inspection test for children's social services, according to the watchdog's annual report. The remaining three-quarters were found to be 'inadequate' or 'requiring improvement'. The report ranks Oxfordshire among the best performing of 87 councils so far put to the test, with 64 of these failing to secure a 'good' rating. Oxfordshire is also one of just three areas where Ofsted and its partner inspectorates have completed the new Joint Target Area Inspection, which highly praised the council's work to tackle child sexual exploitation alongside its partner agencies.

MULTI-MILLION POUND BOOST FUELS EXPANSION OF HIGH-SPEED BROADBAND

The second phase of Better Broadband for Oxfordshire is now underway after the first part was completed on time and under budget. The first phase of the broadband programme exceeded many of its targets and, as a result, the county is expecting up to £6.75 million of funds to be made available to extend the fibre network to even more remote communities. Since the roll-out began more than two years ago, Better Broadband for Oxfordshire has made faster fibre broadband available to more than 70,000 county premises – 64,500 of which have access to superfast broadband speeds of 24 megabits per second (Mbps) and above.

GRASS VERGE CUTTING PROGRAMME 2016

Financial pressures have forced OCC to reduce its overall verge mowing in recent years; just one general cut a year is now carried out across the whole of the road network. This includes cutting all visibility splays at junctions and cutting grass verges to a distance 1m back from the kerb. The general cut started on 20 June, although visibility splay issues have been dealt with earlier if they have been reported or observed by highway inspectors. More information can be found at: <https://www.oxfordshire.gov.uk/cms/content/grass-verge-cutting-programme-2016>

REPORT FROM ELIZABETH OASTLER (CHAIR) OXFORDSHIRE TOGETHER – TRANSITIONAL OFFER OF HIGHWAY SERVICES

Introduction

With a shrinking public sector, county councils relying more on local communities to drive local development and design local solutions (shift from provider to enabler of services).

Local Government Act 1972

Section 136 allows local authorities to pay grants to local councils in respect of concurrent functions

Section 101 allows one local authority to arrange for its functions to be discharged by another

Launched initial conversation with communities under Oxfordshire Together programme in September 2015.

April 2016 – formal transfer of some / all possible highway services to interested town and

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parish councils through signing of 101 Local Agency Agreements.

Agreement Period

Initial agreement for three years

Review by council in second year and financial offer for second allocation of services defined.

Can opt out at this point but services will not be re-commence by council in the third year.

Benefits

More local decision-making: communities will have more control over how the local budget is allocated

Ownership of the local environment: service provision can be tailored to take into account environmental needs

Increased service provision: current service provision enhanced through reduced costs

Improved quality and responsiveness of service: local provision of services

Increased satisfaction: due to improved quality and responsiveness

Generation of local employment opportunities: potential to help create local employment for local residents, particularly unemployed and adults with disabilities. Funding may be available at a national level to help create local employment/enterprise schemes

Opportunity to local trade services

Approach

Individual or cluster model (cluster preferred by council)

Open Access Services

Included

a) Grass cutting – grass cuts within 50 / 60 mph limit only included on case by case basis.

Funding for verges twice a year, key visibility areas as and when required. Minimum –yearly

b) Vegetation cutback on public highway – no funding. Minimum – encroaching grass cut out of pavements

c) Weed control – no funding.

d) Salt bin management

e) Public rights of way – no funding. Minimum – yearly with defects reported to county council

f) Vegetation section – no funding. Vegetation on private land.

g) School crossing patrol – n/a

h) Footway siding – no funding. Encroachment of soil and growth onto pavement.

Minimum 2-3 yearly

i) Epicormic / basal tree growth – minimum of 2 cuts per year

j) Street furniture cleaning (bollards, road signs) – no funding. Minimum – 3 yearly with warm soapy water

k) Geographic Information System mapping – no funding. To complete existing inventory. Minimum – key highway assets such as street furniture and road signs have an unique reference number.

l) Public highway inspection – no funding. Annual inspection and basic maintenance of all unmetalled public highways. Document inspection, and rectify or report defects to county council.

m) Drainage notices – no funding. Issuing of drainage improvement notices to land owners adjacent to public highway. Refer to county council if enforcement required

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Excluded

- a) Passenger transport
- b) Street lighting
- c) Winter maintenance – emergency road clearance and maintenance of primary network
- d) Parking services
- e) Capital works
- f) Routine maintenance – filling of potholes, resurfacing / patching of roads, road sign replacement, major siding out, major drainage improvement schemes, lining works
- g) Areas of specific expertise - Highway safety inspection, bridge inspection and management, tree inspection and management, traffic and road space management, asset management, casualty reduction

Monitoring

Council will not manage the performance or delivery of these services

Insurance

£10 million public liability indemnity

£5 million employer's liability insurance (minimum)

Funding

Annual budget based on service delivery undertaken based on amount of work per activity but total budget will not be increased.

Initial start-up funding may be included

Alternative funding opportunities

- a) Private or community investment
- b) Increasing the precept
- c) Realigning resources to meet changing priorities

Proposal

Southmoor and Kingston Bagpuize parish council register an interest with Oxfordshire county council to take over all services relevant to the parish using an individual model approach, subject to further investigation confirming that this is a financial viable option for this parish.