

KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 22 June 2011 at 8.00pm and concluded at 10.55pm.

Present: A K Martin (Chairman), R S Young (Vice-Chairman), R C Gutteridge, Mrs S G Hall, Mrs S J Hunter, Dr B J Knapp, R G McQuillan, T M Perchard, J A Swift QC.

Also present: PCSO M Bellamy (Thames Valley Police).

Apologies for absence were received from Mrs S M Biggs, Mrs J E O'Sullivan.

2.01 MINUTES

The Minutes of the meeting held on 18 May 2011 were taken as read, confirmed and signed as a correct record.

2.02 REPORT OF AREA BEAT OFFICER

PCSO M Bellamy of the Thames Valley Police reported that there had been some burglaries in the Henley area and commented on the ringmaster scheme, now operating electronically.

PCSO Bellamy advised that he was leaving, in order to undertake police officer training. Members wished him well and thanked him for his support.

2.03 OPEN SESSION

During the open session, which was extended to 35 minutes with the consent of the Council:

- Ms P Kogel, Ms J MacArthur and Mr P R Wellesley-Davies, all of The Hamlet, Gallowstree Common, asked questions and made comments about the landscaping works started in connection with the project to replace the Pavilion at the Gallowstree Common Recreation Ground, which works, they suggested, did not accord with the landscaping scheme submitted to and approved by the planning authority, and suggesting alternative sites and species for trees shown in the approved scheme;
- Ms Kogel also asked questions about the sign to be erected on the west end of the building, the application under the Licensing Act 2003 made by the Cricket Club, the Cricket Club's invitation to residents to visit the Pavilion and vehicle parking in the Hamlet;
- Mr D J Beddis of The Hamlet, Gallowstree Common asked about the use of the Pavilion by the public;
- Mrs A D Thiam of The Hamlet, Gallowstree Common asked about the conduct of the public meeting regarding affordable housing to be held on 8 July 2011;
- Mr A S Hitchins of Kidmore Lane, Kidmore End expressed his support for the planning application relating to the erection of a chalet bungalow at Hazelmoor Lane Farm, Kidmore End.

The Vice-Chairman sought to answer the questions posed about the Pavilion.

2.04 REPORT OF THE RETURNING OFFICER

(cf 1.04/11) The Council gave further consideration to the vacancy for a councillor. No persons were suggested for co-option. The Clerk reminded the Council that, under the provisions of Section 21(2) of the Representation of the People Act 1985, the District Council could exercise powers to fill the vacancy after 24 June 2011.

RESOLVED: 1 That consideration of the co-option of a further suitably qualified person to serve

as a parish councillor be again deferred to the next meeting

2 That, pursuant to Section 83(4) of the Local Government Act 1972, Mrs J E O'Sullivan be permitted to make her declaration of acceptance of office at or before the next meeting.

2.05 RECREATION GROUND, GALLOWSTREE COMMON

(i) Pavilion

(cf 1.09(i)/11) The Council noted that the contractors had handed over the new Pavilion on the afternoon of 17 June 2011, about 4 weeks after the originally proposed completion date: the delay had been occasioned by the poor weather in December 2010. The keys were received by the Vice-Chairman, the Chairman being abroad on business. The building had been in use since handover, although snagging works continued.

The Clerk advised that he had requested the Council's insurers to arrange cover for the new Pavilion with effect from 18 June 2011.

A director of H & R Services (Oxford) Ltd enclosed, with a letter, documents sent to Scottish & Southern Energy relating to the solar PV system installed at the Pavilion. The director sought a meeting to explain the operation of the system.

The Clerk reported that the following sums had been received from funders, since the last meeting, towards the cost of the project:

England & Wales Cricket Board - £36,477
South Oxfordshire District Council - £58,952

The Vice-Chairman reported that the landscaping works, required to meet one of the planning permission conditions, had been started on 15 June 2011, by Ian Kendrick Ltd, who were undertaking the works, and supplying the plants etc, free of charge. However, the works had been suspended in the light of objections from some residents of The Hamlet, Gallowstree Common. Members noted the observations made during the Open Session (see Minute 2.03) above, and felt that the Council could benefit from advice from the Playing Fields Committee on this point.

By letter, the Head of Planning of the District Council referred to the planning permission granted for the erection of the new Pavilion, and commented that the permission restricted the uses to which the premises could be put to "public sports pavilion for cricket and football fixtures plus daytime play school meetings". He argued that the building should not be used as general purpose building for such events as birthday parties etc. Should the Council wish to broaden the authorised use of the building, a planning application to vary the existing condition would be required and it would need to be demonstrated that any such proposed uses would not adversely affect the amenity of adjoining residents through noise or general disturbance. Highway considerations such as traffic generation and parking would also be important.

The Clerk reminded Members that he had enquired, in writing, whether the use of the premises in connection with a range of activities, like cricket and football training, and the public meeting about affordable housing, fell outside the planning permission condition. The Clerk advised that he had had an informal discussion with the planning officer, when it had seemed clear that the latter's main concern was about the use of the premises for private parties during evenings.

The Clerk also commented that the District Council's Grants Officer had reminded him that the District Council's grant had been made on the basis that the premises were for community use.

Members requested further advice before deciding whether to submit a planning application for the variation of the condition in the planning permission.

The Vice-Chairman indicated that the Playing Fields Committee favoured an official opening of the Pavilion on 29 July 2011.

RESOLVED: 1 That consideration of the completion of the landscaping works and whether to seek planning permission to vary the condition about use of the Pavilion be deferred, pending advice from the Playing Fields Committee.

2 That the Pavilion be opened officially at a ceremony on 29 July 2011.

3 That the Council record its thanks for the unstinting work undertaken by the Vice-Chairman to foster the project and bring it to a successful conclusion.

(ii) Play equipment

(cf 1.09(ii)/11) It was reported that the replacement play equipment had been installed.

2.08 APPOINTMENT OF OFFICERS, SUB-COMMITTEES AND REPRESENTATIVES

(cf 1.11/10) RESOLVED: 1 That, subject to their consent in the cases of those Members not present, the following appointments be made for the period to the Annual Meeting in 2012:

Allotments Manager	Mrs S G Hall
Wells Manager	Mr R C Gutteridge
Affordable Housing Sub-Committee	Mrs S M Biggs, Dr B J Knapp, Mr J A Swift
Plans Sub-Committee	Mrs S M Biggs, Mrs S G Hall, Mr R G McQuillan, Mr A K Martin, Mr T M Perchard, Mr R S Young
Rights of Way Sub-Committee	Mrs S J Hunter, Mr R G McQuillan, Mrs J E O'Sullivan
Transport Sub-Committee (and Transport Representatives)	Mrs S M Biggs, Mr J A Swift
Editorial Board of Newsletter	Mr D Brown*, Dr B J Knapp, Mr A Miros*, Mrs J Russell*
Representatives on Playing Fields Committee	Mr R C Gutteridge, Mr R G McQuillan, Mr R S Young
Representative on Chiltern Edge Community Association	Mr J A Swift
Representative on Oxfordshire Association Local Councils	Mrs S G Hall
Transport Representative	Mrs S G Hall, Mr J A Swift
Website Liaison Councillor	Mr R C Gutteridge

* Not a member of the Council

2 That Mrs S J Hunter be nominated to serve as a trustee of the Caversham Consolidated Charities for a 4 year term of office.

2.09 KIDMORE END PLAY AREA

(cf 1.19/11) It was reported that, in the light of the commitment of the Council's funds to the project to replace the Pavilion, no action had yet been taken to implement the decision, taken at the last meeting, to place an order for replacement play equipment for the Kidmore End Play Area.

RESOLVED: That implementation of the resolution in Minute 1.19 of the last meeting be deferred.

2.10 FINANCE

(i) Balances

The Clerk reported that balances at the bank totalled £55,986.23.

(ii) Accounts for payment

RESOLVED: 1 That the following accounts, listed in the schedule under Financial Regulation 5.2, be approved for payment, as funds permit:

Ian Kendrick Ltd – Spraying at allotments, Cane End	£180.00
NALC – Subscription to “local Council Review”	£15.50
Arrow Playground – Play equipment, Gallowstree Common Recreation Ground	£2,460.00
Ian Kendrick Ltd – Mowing at allotments, Cane End	£90.00
Hale Building Contractors Ltd – Pavilion payment: stage payment	£53,662.33
Chubb Fire – Fire safety equipment, Pavilion	£661.86
Hale Building Contractors Ltd – Pavilion project: stage payment	£73,027.94.

2 That the action of the Chairman and Vice-Chairman, in making, notwithstanding Financial Regulations 5.2 and 6.3, a stage payment to Hale Building Contractors Ltd in the sum of £50,921.29, out of meeting, be approved and confirmed.

2.11 ACCOUNTS, 2010/11

The Council considered a report (11/12 – 1) of the Responsible Financial Officer, being the summary income and expenditure accounts for the year ended 31 March 2011.

RESOLVED: That the accounts presented be received.

2.12 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Clerk indicated that the District Council had determined a number of planning applications since the last meeting of the Council, but had not supplied, as promised, electronic copies of the decision notices.

(ii) Action of Plans Sub-Committee

RESOLVED: That the action of the Plans Sub-Committee in respect of the following applications, as set out in the register of action, be approved:

amendment to planning permission P09/E1303 for a change of materials at Greenacres, Rokeby Drive, Tokers Green;
clarification of existing use as builders' yard including offices, workshops, covered storage and parking at Withy Copse, Horsepond Road, Gallowstree Common.

(iii) Applications

The Council considered applications referred to it since the last meeting.

RESOLVED: That no strong views be submitted on the applications for replacing existing mobile home with chalet style bungalow, including 2 bedrooms and stud office at Hazelmoor Lane Farm,

Hazelmoor Lane, Kidmore End for Mr J H Widdows and for replacement dwelling following demolition of existing house and outbuildings at Oakridge Farm, Wood Lane, Kidmore End for Mr & Mrs A Hartup.

(Mr A K Martin disclosed a personal interest, under Article 7 of the Code of Conduct, in respect of, and withdrew from the meeting, under Article 10 of the Code, during discussion on the planning application submitted by Mr J H Widdows. The Vice-Chairman took the Chair in Mr Martin's absence.)

2.13 TOWN AND PARISH COUNCIL FORUM

The Council noted the report of the District Council's town and parish council forum held in November 2010.

2.14 JOHN HOWELL MP

The Council noted a newsletter from John Howell, the Member of Parliament for the Henley constituency, about key issues from Westminster and in his constituency in May 2011.

2.15 CONCESSIONARY TRAVEL SCHEME

A Business Process Analyst from the County Council's Customer Services Team drew attention, by e-mail, to consultation on the application process for those seeking concessionary travel passes, which consultation ended on 10 July 2011.

2.16 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

The Council noted an update for members published by the Oxfordshire Association of Local Councils in May/June 2011.

2.17 LOCAL TRANSPORT PLAN

(cf 8.09/11) By e-mail, the County Council's Principal Policy Lead (local Transport Plan) advised that his Council had adopted its third Local Transport Plan, for the period 2011 to 2030 in April 2011. The plan could be accessed via his Council's website.

2.18 AFFORDABLE RURAL HOUSING CONFERENCE

The Council noted a brochure about an affordable rural housing conference, organised by the Oxfordshire Rural Housing Partnership, at Stanton Harcourt on 11 July 2011. Members felt that the conference might be of interest to members of the Affordable Housing Sub-Committee.

2.19 HIGHWAYS MATTERS

(i) Reporting highway defects

The Chairman reported the facility with which he had notified the County Council of 2 highway defects in Horsepond Road, Gallowstree Common – the overgrown footway and the pothole at the western junction of The Hamlet with Gallowstree Common – at the behest of a local resident, using the contact details mentioned in the Parish Newsletter and on the Council's website. He had been impressed by the relative speed of remedial action.

(ii) Salt bins

In an e-mail, the Area Highways Steward (South) of the County Council enquired about the location of salt bins in the Parish purchased by the Parish Council. The bin near Kidmore End well had been listed. The Clerk had pointed out to the Area Steward the salt bin installed at the junction of Wyfold Lane and Horsepond Road, Gallowstree Common, which bin had not been purchased by the Parish

Council.

2.20 SUE RYDER - NETTLEBED HOSPICE

(cf 11.07/11) In a card, a fundraiser for Sue Ryder- Nettlebed Hospice thanked the Council fro its contribution to the new chair fund.

2.21 HENLEY TRIATHLON

The Chairman reported receipt of a card from Mrs A Adams of Vines Farm, Kidmore End drawing attention of the intention of the County Council to institute rolling road closures, including roads in the Parish, to facilitate the Henley Triathlon in September 2011. Mrs Adams pointed out that some residents would find the closures inconvenient.

2.22 PLAYING FIELDS COMMITTEE

The Chairman of the Playing Fields Committee indicated that the Committee had not met since the last meeting of the Council.

2.23 AFFORDABLE HOUSING SUB-COMMITTEE

It was reported that, arising from the decision at the last meeting, Prof M Stansfield MBE had agreed to chair the public meeting on affordable housing on 8 July 2011. Details of the meeting, and of the possible affordable housing schemes, would be included in the next edition of the Parish Newsletter and had been available on the website for some time.

A question was posed as to whether there would be an "exit poll" on the closure of the meeting. A member of the Affordable Housing Sub-Committee suggested that this would not be the case, but would be a matter for the chairman of the meeting.

2.24 TRANSPORT SUB-COMMITTEE

Comment was made that the vehicle activated speed indicator device in Horsepond Road, Gallowstree Common had been performing satisfactorily earlier on the day of the meeting.

2.25 EXCLUSION OF PUBLIC

RESOLVED: That the public be excluded from the meeting, pursuant to Section 100A(4) of the Local Government Act 1972, during consideration of the following item on the grounds that exempt information, under paragraphs of Schedule 12A of the Act shown below, would be discussed:

Item	Paragraph
Part 2 Minutes of meeting held on 18 May 2011	3
Pavilion, Gallowstree Common Recreation Ground	3

2.26 PART 2 MINUTES

The Part2 Minutes of the meeting held on 18 May 2011 were confirmed.

2.27 GALLWSTREE COMMON RECREATION GROUND – PAVILION

The Council received a report of the action taken regarding paying accounts from Hale Building Contractors Ltd in respect of the project to replace the Pavilion at the Gallowstree Common Recreation Ground since the last meeting, reviewed the financial situation regarding grants etc, and agreed a way

forward physically to pay accounts already approved for payment, as funds permitted.