

## KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 20 July 2011 at 8.00pm and concluded at 10.55pm.

Present: A K Martin (Chairman), R S Young (Vice-Chairman), R C Gutteridge, Mrs S Hall, Mrs S J Hunter, Dr B J Knapp, R G McQuillan, Mrs J E O'Sullivan T M Perchard, J A Swift QC.

Also present: PCSO T Forrest (Thames Valley Police), Ms A Kennedy (Rural Housing Enabler, Oxfordshire Rural Community Council), R Simister (district councillor).

Apologies for absence were received from Mrs S M Biggs.

### 3.01 MINUTES

The Minutes of the meeting held on 22 June 2011 were taken as read, confirmed and signed as a correct record, subject to some spelling corrections.

### 3.02 REPORT OF DISTRICT COUNCILLOR

Mr R Simister, a district councillor for the Shiplake ward, reported that

- his Council had introduced a young achievers awards' scheme;
- the debate on the outcome of the review of the arrangements etc for the 2011 election of district and parish councillors would be webcast;
- the revision of the core strategy under the Local Development Framework provided for additional houses to be built in larger villages;
- his Council had achieved a domestic waste recycling rate of 70%: Members observed that this was despite the District Council's mixed recycling scheme.

Mrs S G Hall enquired of Mr Simister as to the impact of the changes to the core strategy on the possible "creep" of development from Sonning Common to the County boundary.

### 3.03 REPORT OF AREA BEAT OFFICER

PCSO T Forrest of the Thames Valley Police advised that PCSO C Boyles would succeed PCSO M Bellamy as the "local" PCSO. He reported that there had been a number of burglaries of garden sheds reported in the Henley police area.

### 3.04 OPEN SESSION

During the open session, which was extended to 20 minutes with the consent of the Council:

- Mrs A Vorster of The Hamlet, Gallowstree Common referred to 2 as yet unanswered e-mails she had sent to the Council, concerning the planting of cherry trees and the foul drainage system at the Recreation Ground and also asked about the possible hiring of the Pavilion by individuals: Mrs Vorster was advised that her letters would be considered later in the meeting and that the Pavilion was not presently available for hire, because of the constraints of the planning consent,
- Mrs E Miles of The Hamlet, Gallowstree Common asked whether the terms of the grants towards the cost of the Pavilion from the District Council and the England and Wales Cricket Club conflicted: members did not believe they did;
- Mrs M Bayliss of the Hamlet, Gallowstree Common referred to tents being pitched on the Recreation Ground and asked about the use of the Pavilion by local groups;
- Ms H Steddon of The Hamlet, Gallowstree Common referred to inconsiderate parking in the Hamlet by persons resorting to the Recreation Ground and requested consideration

being given to some on-site overflow parking provision when there were functions at the Pavilion;

- Mrs Steddon also indicated that she was not against affordable housing, but did not believe that the Horsepond Road site was the best possible location, because of possible development creep;
- Mr H Wates of Horsepond Road, Gallowstree Common advised that he was not opposed to affordable housing but believed that traffic dangers would be posed by the access to the possible site in Horsepond Road;
- Mr A Bowley of The Hamlet, Gallowstree Common indicated his support for affordable housing, but felt that the Horsepond Road site was inappropriate (because of potential development “creep”), favouring a re-examination of the site on the glebe land in Kidmore End and seeking a further parish-wide questionnaire on the subject;
- Mrs A D Thiam of The Hamlet, Gallowstree Common supported the provision of affordable housing in Gallowstree Common

### 3.05 AFFORDABLE HOUSING SUB-COMMITTEE

The Council considered a report (11/12-2) of the Affordable Housing Sub-Committee, covering the sequence of events since January 2010 in respect of the possible development of a rural exception site in the Parish for affordable housing and making a recommendation about the approval, in principle, of a site in Gallowstree Common for such a purpose.

In addition, the Council had before it:

- a report from the Rural Housing Enabler of the Oxfordshire Rural Community Council on the public meeting held in Gallowstree Common on 8 July 2011, at which a majority of attendees had indicated support for the proposal. (55 persons had attended the meeting, including 9 of the 11 parish councillors);
- 3 letters sent to the chairman of the above public meeting, Professor M Stansfield, which he had reported at the meeting, and then passed to the Council – from Mr & Mrs A Archer who were not in support of the proposal, from Mr A Parry of Hazelmoor Lane, Gallowstree Common, in support of the proposal and from Mr J Pitt of the Hamlet, Gallowstree Common, who was opposed to the proposal;
- a copy of a letter from Mr A Bowley of The Hamlet, Gallowstree Common to the Rural Housing Enabler of the Oxfordshire Rural Community Council requesting a poll of all residents of the Parish on the proposal, the revisiting of the nurseries in Kidmore End as a site for affordable housing or a redrafting of the proposal for Gallowstree Common which would reduce the possibility of further expansion;
- a letter from Mr H R Wates of Horsepond Road, Gallowstree Common restating arguments and questions about the proposals first made in July 2006, largely related to the impact of the proposed development on road safety and enquiring why the nurseries’ site in Kidmore End was no longer under consideration;
- an e-mail from Mr M Graham of Horsepond Road, Gallowstree Common suggesting a further questionnaire on the proposal.

Mr Swift introduced the Sub-Committee’s report, and sought to answer the points made during the Open Session (see Minute 3.04 above) about affordable housing and the letters and e-mails before the Council.

(The meeting was adjourned for 5 Minutes, to enable members of the public to comment further on the matter.)

The recommendation of the Affordable Housing Sub-Committee was put to the Council, and voted upon. It was declared carried, unanimously.

RESOLVED:1 That, in principle, a development of up to 6 units of affordable housing on a rural exception site in the field north of Horsepond Road, Gallowstree Common, to the west of the existing

housing, be supported.

2 That the Affordable Housing Sub-Committee be thanked for its careful consideration of all aspects of the possible development of a rural exception site in the Parish, leading to its clear recommendation on the matter.

*(The Chairman reported that, at his request, the Clerk had enquired of the Monitoring Officer of the District Council whether she thought that he and Mrs S J Hunter, because of their respective ownership of land near the proposed site, had 'personal or prejudicial interests in the matter, under Articles 7 and 10 of the Code of Conduct. The Clerk advised that he had not received a reply to his enquiry.)*

### 3.06 REPORT OF THE RETURNING OFFICER

(cf 2.04/11) In the absence of any expressions of interest from qualified persons, it was

RESOLVED: 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

### 3.07 RECREATION GROUND, GALLOWSTREE COMMON - PAVILION

(cf 2.05(i)/11) In e-mails, Mrs A Vorster of The Hamlet, Gallowstree Common had raised issues about the landscaping associated with the project to replace the Pavilion at The Gallowstree Common Recreation Ground, and the foul drainage system for the premises.

In respect of the landscaping, Mrs Vorster enquired whose advice was followed in planting wild cherry trees, one of which was immediately to the rear of her property, given her understanding as to their propensity for vigorous growth. The Council recalled that the planning permission granted by the District Council in 2007 included a condition requiring the submission of a scheme for the landscaping of the site, including the planting of live trees and shrubs, to the planning authority. Such a scheme was devised by the Council's consultants and submitted to the planning authority. The scheme had been approved by that authority and had included planting some cherry trees

The Vice-Chairman reported that, given the concerns expressed by some residents at the last meeting, there have been informal discussions with the planning officer about the number and location of the trees. The upshot was that the planning officer seemed prepared to adjust the scheme requiring no further trees, other than those already planted, but to request the planting of a shrub at the eastern end of the bank bounding the car park.

Members commented that, pending the formal response from the planning officer, they expected that the Council would manage the newly planted trees in the same way as it managed other trees on its various properties.

As to the foul drainage system, Mrs Vorster was concerned about the biodisc, which was situated adjacent to her property. She argued that the equipment, which contained moving machinery, would pose a grave danger to anyone inadvertently falling into it, despite its cover being locked. In an e-mail to a planning officer at the District Council, Mrs Vorster reported that she and her husband had been able to unlock the lid using a commonly available type of key, one of which they had found in the temporary electrify supply box behind the Pavilion. Mrs Vorster had asked why the equipment had been installed in the position in question.

Members noted again that one of the planning permission conditions required the Council to submit details of a foul sewerage system, which condition had been discharged. Members understood that the installation was in a configuration required for the type of premises and sub-soil/base rock conditions. The equipment has been licensed by the Environment Agency and Members believed that the location of the various elements had been agreed by the planning authority.

Although Members did not condone the action taken by Mr & Mrs Vorster in opening the equipment, they felt it would be wise to seek advice from the supplier, and other relevant agencies, about the security of the bio disc in a publicly accessible position.

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

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 - £22,103  
South Oxfordshire District Council - £35,808.

It was reported that the Playing Fields Committee had considered the uses to which the building could be put, in the light of the views of a planning officer reported at the last meeting. The original application for planning consent had been inspected, and copies of the document sent to all Members of the Council. The Playing Fields Committee had concluded that planning permission should be sought, to vary the existing condition 5 of the planning consent, so that the premises might be used for social gatherings and similar events, during evenings, as was the position with the previous pavilion.

Pending a decision by the Council, the Chairman and Vice-Chairman had asked Richard P James Ltd, the architects retained by the Council in respect of the Pavilion, to give initial consideration to the preparation of a planning application along those lines.

Members suggested that the Playing Fields Committee should review the arrangements for parking at the Recreation Ground, in the light of the comment made in the Open Session (see Minute 3.04).

RESOLVED: 1 That advice be sought from the suppliers and/or other agencies as to the security of the foul drainage biodisc equipment in a position to which the public have access.

2 That an application be submitted for the variation of condition 5 of the planning permission for the Pavilion, in order that it may be used for a wide range of community events, including private parties, similar to the uses enjoyed by the previous pavilion.

3 That the Playing Fields Committee be requested to review the arrangements for parking at the Recreation Ground.

### 3.08 FINANCE

#### (i) Balances

The Clerk reported that balances at the bank totalled £19,187.35.

#### (ii) Accounts for payment

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

Broker Network Ltd – Additional insurance premium	£1,375.88
Equipped4Sport – Clock	£450.00†

† A member of Kidmore End Cricket Club was to re-imburse £375.00.

### 3.09 CONSULTATION ON PLANNING MATTERS

#### (i) Decisions

The Council noted that the application for amendment to planning permission P09/E1303 for a change of materials at Greenacres, Rokeby Drive, Tokers Green had been permitted conditionally.

The Clerk pointed out that this was the only decision notice so far received from the District Council since it changed its procedures, to supply electronic copies of such 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 (2 applications);  
internal layout changes along with demolition of existing 2 storey extension and replacement with a 3 storey extension to rear at Hillside, Horsepond Road, Gallowstree Common;  
raising roof height in order to provide first floor accommodation and 2 single storey extensions at the side and back of Red Roof, Tokers Green Lane, Tokers Green;  
single storey rear and side extensions at 1 Woodside Cottages, Woodside Lane, Gallowstree Common;  
extension of time to implement planning permission P08/E0488 – demolition of existing 3 bay garage to be replaced by 2 bay garage and garden room at Butlers Farm House, Butlers Orchard, Kidmore End  
demolition of porch and erection of 2 storey and single storey extensions at rear of Holly Tree Farm, Kidmore Lane, Kidmore End  
2 storey rear and single storey side extensions at Highland Wood House, Mill Lane, Kidmore End.

#### (iii) District Council's Local Development Framework

(cf 10.15(iii)/11) In a letter, the District Council's Head of Planning advised that the Planning Inspector, during an exploratory meeting on the District Council's Submission Core Strategy (part of the Local Development Framework) had required changes to the document. These changes had to be the subject of consultation. Comments were, therefore, invited on the changes by 19 August 2011. The changes related to some specific locations (eg nothwest of Thame), to an increase in the supply of homes in "the larger villages" and a change to the stratgey to remove a reliance on an allowance for a supply of homes from unallocated sites.

### 3.10 CANE END ALLOTMENTS

In a letter to Richard P James Ltd, a planning officer of the District Council confirmed that the vision splays on the drawing submitted by the Council were acceptable and satisfied the requirement of condition 4 of the planning consent for the new access gate to the allotments at Cane End. Accordingly, the prospective tenants had been permitted to occupy their plots, free of charge, pending formal tenancies with effect from Michaelmas 2011.

### 3.11 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 June 2011.

### 3.12 READIBUS

The Council noted an invitation to be represented at the Annual General Meeting of Readibus, to be held in Reading on 28 July 2011.

### 3.13 YOUNG ACHIEVERS AWARD SCHEME

By letter, the Head of Corporate Strategy of the District Council gave details of awards, up to £250, offered by her Council to 11 to 18 year olds resident in the District who could demonstrate high levels of commitment to citizenship, the arts or sport.

RESOLVED: That notice be given of the Young Achievers Award Scheme in the Parish Newsletter.

### 3.14 ST FRIDESWIDE CIVIC SERVICE

By e-mail, the Dean of Christ Church, Her Majesty's Lord Lieutenant of Oxfordshire and other dignitaries invited the Council to be represented at the St Frideswide Civic Service to be held at Christ Church Cathedral, Oxford on 18 October 2011.

RESOLVED: That the Chairman be appointed to represent the Council at The St Frideswide Civic Service.

### 3.15 PROPERTY NAMING

By letter, the District Council's Head of HR, IT & Customer Services advised that the property known as The Orchards, Horsepond Road, Gallowstree Common had been renamed Orchard Manor.

### 3.16 ARMED FORCES COMMUNITY COMPACT

In a letter, the Leader of the County Council drew attention to the Armed Forces Community Covenant, to which his Council had signed up. The Covenant aimed to encourage charities, local authorities, businesses, communities and individuals to work together with the military to offer support to service personnel and their families as well as reservists and veterans. The letter indicated the sorts of actions intended by the County Council in connection with the Covenant, and sought to encourage town and parish councils to pledge their support. Members observed that there were no military installations in or near the Parish, or any known service personnel resident in the Parish.

### 3.17 PLAYING FIELDS COMMITTEE

The Chairman reported that the Playing Fields Committee had met on 13 July 2011, when it had discussed, at some length, issues relating to the Pavilion, including the landscaping scheme, the planning permission condition in respect of use of the premises, the foul drainage equipment and the official opening.

### 3.18 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 22 June 2011	3

3.19 PART 2 MINUTES

The Part 2 Minutes of the meeting held on 22 June 2011 were confirmed.

3.20 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, and agreed to borrow temporarily £13,500 in order to pay the outstanding balance due.