

## KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 23 November 2011 at 8.00pm and concluded at 10.15pm.

Present: R S Young (Vice-Chairman, in the Chair), Mrs S M Biggs, R C Gutteridge, Mrs S Hall, Mrs S J Hunter, R G McQuillan, Mrs J E O'Sullivan, T M Perchard, J A Swift QC.

Also present: M H Leonard (district councillor), Mrs C Y Viney (county councillor).

Apologies for absence were received from Dr B J Knapp, A K Martin.

### 6.01 MINUTES

The Minutes of the meeting held on 19 October 2011 were taken as read, confirmed and signed as a correct record.

### 6.02 REPORT OF DISTRICT COUNCILLOR

Mr M H Leonard, a district councillor for the Shiplake ward, reported that

- Didcot had been designated as a new growth point, with an additional 9,000 houses to be built in the next 20 years;
- his Council was working with developers to reinvigorate Didcot town centre;
- it was proposed that the parliamentary constituency should be enlarged, to the north and possibly to the west, and that a change in name was likely;
- his Council was proposing a review of its electoral boundaries, with a view to a reduction in the number of councillors.

### 6.03 REPORT OF COUNTY COUNCILLOR

Mrs C Y Viney, the county councillor for the Sonning Common division, reported:

- on the consultation about the national planning framework;
- that Cllr K Mitchell had announced that he would stand down as Leader of the County Council in 2012;
- that the consultation on her Council's minerals and waste plans had concluded;
- that the Sonning Common Youth Club was up and running and had secured funding of £25,000 from Big Society sources.

Mrs Viney was asked whether the County Council was reviewing the changes to the arrangements for supplying highway salt/grit to parish councils which had acquired salt bins. Mrs Viney indicated that the matter was to be discussed at a meeting on 24 November 2011, when she would put forward the Parish Council's concerns, which concerns were shared by other smaller councils in her division.

### 6.04 REPORT OF AREA BEAT OFFICER

Members expressed concern that there had been no representation from the Thames Valley Police at meetings of the Council since July 2011. Comment was made about perceived increased levels of crime in the area.

### 6.05 OPEN SESSION

During the open session, which was extended to 30 minutes with the consent of the Council,

- Mr C G Archibald, Mr R J Bisgrove, Mr J Gordon and Dr C G Walsh, all of Dysons Wood,

Tokers Green expressed their opposition to the planning application submitted by the Disabilities Trust for the redevelopment of facilities at Dysons Wood House, citing the potential loss of the house itself, the attitude and driving/parking habits of the staff and the reported deficiencies in care for the clients of the facility;

- Ms A Hedley and Mr M McPeak, from the Disabilities Trust, explained the rationale behind the Trust's planning application and sought to address the points made by those who objected to the application;
- Mrs P Kogel of The Hamlet, Gallowstree Common asked questions about speed limit enforcement through Gallowstree Common and plans for coping with severe winter weather and commented that ragwort was growing in the planted area adjoining the car park in the Recreation Ground at Gallowstree Common: the Chairman indicated that the area would be weeded.

#### 6.06 AFFORDABLE HOUSING

(cf 5.05/11) By letter, Mr H R Wates of Horsepond Road, Gallowstree Common had enquired when the Council expected to submit a planning application for the proposed affordable housing scheme in Gallowstree Common. The Clerk had responded that any application was likely to be submitted by Soha Ltd, or another member of the Oxfordshire Rural Housing Partnership, and that the application would be open for public comment in the usual way.

#### 6.07 REPORT OF THE RETURNING OFFICER

(cf 5.06/11) 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 deferred for the time being

#### 6.08 RECREATION GROUND, GALLOWSTREE COMMON - PAVILION

(cf 5.07/11) It was noted that the application for the amendment of the condition of the planning permission for the Pavilion at the Gallowstree Common Recreation Ground, concerning its use, had been submitted to the District Council.

The Chairman reported that the final account for the project had been agreed between the contractor and the contract administrator. In the meantime, the "snagging" works continued. Some small additional works, eg installation of additional PIR lights, had been identified.

#### 6.09 TOWN & PARISH COUNCIL FORUM

(cf 5.12/11) Mrs S M Biggs reported on the District Council's Town and Parish Forum, which had been focussed on the neighbourhood planning aspects of the Localism Act 2011, which had received the Royal Assent earlier in November. There were a number of parish and town councils piloting neighbourhood planning, including Thame and Woodcote in the District. Members discussed how neighbourhood planning might be applied in the Parish, and whether the benefits of such a plan or plans would outweigh the costs of preparation.

Mrs Biggs advised that the subject of local celebration of the Diamond Jubilee of Her Majesty the Queen had also been discussed.

#### 6.10 DIAMOND JUBILEE OF HM THE QUEEN

(cf 5.17/11) The Chairman commented that the proprietors of Vines Farm continued to discuss the possibility of hosting a beacon to celebrate the Diamond Jubilee of Her Majesty the Queen.

## 6.11 DISTRICT COUNCIL'S CORPORATE PLAN

(cf 5.20/11) At their suggestion, it was

RESOLVED: That consideration of the report of Mrs S M Biggs and Mrs J E O'Sullivan on the District Council's draft corporate plan 2012 - 2016 be deferred to the next meeting.

## 6.12 FINANCE

### (i) Balances

The Clerk reported that balances at the bank totalled £27,172.12.

### (ii) Accounts for payment

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

Professor J M Stansfield – Honorarium for chairing public meeting	£100.00
Thames Water Utilities Ltd – Water for allotments	£50.76
Ian Kendrick Ltd – Mowing	£1722.00
South Oxfordshire District Council – Emptying dog hygiene bin	£11.66
Richard P James Ltd – Fees (Pavilion project)	£3944.40
Vines Farm – Hedgecutting at Cane End and Gallowstree Common allotments	£120.00
BDO LLP – External audit fee	£1290.00
GBS – re Public Works Loans – Loan repayment	£7782.72
Playing Fields Committee – Grant, 2011/12	£840.00

### (iii) Precept, 2012/13

In a letter, the District Council's Head of Finance, requested, by 12 January 2012, information as to the Council's precept for the financial year 2012/13.

RESOLVED: That the Responsible Financial Officer submit draft estimates for the financial year 2011/12 to the next meeting.

## 6.13 AUDIT OF ACCOUNTS

(cf 4.10/11) BDO LLP gave notice that the audit of the Council's accounts for the year ended 31 March 2011 had been completed. The Partnership reported that, on the basis of its review, in its opinion the information contained in the annual return was in accordance with proper practices and no matters had come its attention giving cause for concern that relevant legislation and regulatory requirements had not been met, except that an appropriate risk assessment had not been minuted during the year as evidence that the Council had assessed and taken appropriate steps to manage all the risks it faced and that the Council had failed to approve its accounts by the statutory deadline of 30 June 2011.

The Council considered an "issues arising" report (11/12 - 4) from the Partnership: copies had been circulated to each member prior to the meeting. In connection with the report, the Clerk suggested that a sub-committee be established to complete a risk assessment before the end of the current financial year, and report thereon to the Council. Another suggestion was made that the Council should establish a finance or audit sub-committee.

RESOLVED; That the "issues arising" report from BDO LLP be noted, and that consideration as to how to respond thereto be deferred to the next meeting, although the concept of a sub-committee to

address issues raised by the report was favoured.

#### 6.14 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the applications for

demolition of existing modern garages and porch, erection of new extension to eastern wing and internal and external alterations at Cane End House, Cane End;  
single storey kitchen extension at Old Well Cottage, Kidmore Lane, Kidmore End;  
demolish existing outbuildings and garage/workshop and erect new garage workshop at Greenwood, Mill Lane, Kidmore End;  
extension to roof to provide 2 bedrooms plus extension to kitchen at rear at Hadley, Tokers Green Lane, Tokers Green

had been permitted conditionally.

(ii) Action of Plans Sub-Committee

The Council noted copies of letters from Mrs J I MacGregor and Mr & Mrs C Pilbrow, both of Tokers Green Lane, Tokers Green, to the District Council, setting out their objections to the planning application for development at Dysons Wood House, Dysons Wood, Tokers Green.

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:

partial redevelopment and refurbishment of existing residential home at Dysons Wood House, Dysons Wood, Tokers Green;  
2 storey extension to side and rear with garage a The Yews, The Hamlet, Gallowstree Common;  
demolition of existing timber bungalow, brick double garage and outbuildings and replacement with single detached 4 bedroom house at The Bungalow, Horsepond Road, Gallowstree Common.

(iii) Applications

The Council considered an application referred to it since the last meeting.

RESOLVED: That it be suggested that the application for the variation of condition 5 (use of building) of planning permission P10/E0528/EX, to allow less restrictive use of pavilion, Recreation Ground, The Hamlet, Gallowstree Common for Kidmore End Parish Council be approved.

(iv) Planning appeal

(cf 4.11(iv)/11) A copy letter from the Planning Inspectorate indicated that the inspector, appointed by the Secretary of State for Communities and Local Government, had allowed the appeal against the refusal of planning permission for raising the roof height to provide first floor accommodation and 2 single storey extensions at the side and the back at Red Roof, Tokers Green Lane, Tokers Green..

(v) “How to Respond to Planning Applications”

(cf 5.14(iii)/11) RESOLVED: That consideration of the report of Mrs S M Biggs on “How to Respond to Planning Applications” be deferred to the next meeting.

#### 6.15 SOUTH & VALE CARERS CENTRE

By letter, the Manager of the South & Vale Carers Centre requested financial assistance from the

Council. Members observed that the budget for 2011/12 contained provision for a grant of £40 to the Centre.

RESOLVED: That a grant of £40 be made to the South & Vale Carers Centre in the financial year 2011/12.

#### 6.16 JAPANESE KNOTWEED

The Clerk reported that Cllr D Jones of Sonning Common Parish Council had contacted him about Japanese knotweed growing in Burr Wood, Kidmore End. Vines Farm had agreed to take measures to control the affected area – about 10m<sup>2</sup> – in the coming months.

#### 6.17 REVIEW OF POLLING DISTRICTS AND PLACES

(cf 6.17/10) The District Council's Shared Electoral Services Team Leader advised, by letter, that her Council had agreed a number of changes to polling places, following the elections in May 2011. No changes were proposed in relation to the Parish.

#### 6.18 NOTICEBOARDS

By e-mail, a representative of Bugle Communications offered a free community noticeboard, to be sponsored by Talk Talk: that Company was also prepared to sponsor existing notice boards. Members felt that it would be inappropriate to have commercially branded noticeboards.

RESOLVED: That the offer via Bugle Communications be not accepted.

#### 6.19 CHILTERNNS CONSERVATION BOARD

The Chief Officer of the Chilterns Conservation Board requested, by letter, that the Council consider making a contribution towards the costs of the Board's operation in 2012/13, explaining again that the Board had suffered a significant reduction in funding from Government sources. Members observed that the Council faced the same financial strictures as the Board.

RESOLVED: That no provision be made in the budget for 2012/13 for a grant to the Chilterns Conservation Board.

#### 6.20 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

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

#### 6.21 BARDOLPHS WOOD, CHAZEY HEATH – TREE FELLING

The Clerk reported receipt of an enquiry about the tree felling in Bardolph's Wood, Chazey Heath. He had referred the enquirer to the Mapledurham Estate, the wood being in the Parish of Mapledurham.

#### 6.22 PLAYING FIELDS COMMITTEE

The Chairman reported that the Playing Fields Committee had met on 9 November 2011, when it had been reported that Mr F R E Curzon was standing down as a representative of the Cricket Club on the Committee, after many years' service. The Committee had taken steps to register the photo-voltaic cells on the Pavilion roof, to take advantage of the "feed in" electricity tariff: some 3,000 kw had been generated by the apparatus, since its installation in May 2011. Work on the policy document relating to the management of the Pavilion continued.

#### 6.23 PLAY AREAS, KIDMORE END AND GALLOWSTREE COMMON

The Playing Fields Committee had recommended the Council to accept a quotation from Ian Kendrick Ltd to undertake repair works in the play areas at Gallowstree Common and Kidmore End, in the sum of £675 + VAT.

In this connection, it was reported that the wooden climbing frame apparatus at the Kidmore End play area was in poor repair, and should, perhaps, be dismantled. The Chairman undertook to examine the equipment.

Mrs S M Biggs reported that she was pursuing the possibility of a grant from the LEADER fund towards refurbishing the Kidmore End play area.

RESOLVED: That the quotation from Ian Kendrick Ltd for repair works in the play areas at Gallowstree Common and Kidmore End be accepted.

#### 6.24 TRANSPORT SUB-COMMITTEE

The Council noted a report (11/12 - 5) of the Transport Sub-Committee setting out its progress since the last meeting of the Council.

Arising from the report, it was

RESOLVED: That the Transport Sub-Committee approach the proprietors of Vines Farm as to whether they would be prepared to arrange for snow clearance on roads in the Parish, particularly Kidmore Lane.

#### 6.25 QUESTIONS TO CHAIRMAN

In answer to a question, the Chairman reminded the Council that officers of the County Council had undertaken to replace the horse chestnut tree, felled at their instruction, near the Palm Tree restaurant, Cane End