

KIDMORE END PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 23 May 2012 at 8.00pm and concluded at 9.30pm.

Present: Mrs S M Biggs, Mrs S Hall, Dr B J Knapp, R G McQuillan, Mrs J E O'Sullivan, T M Perchard, J A Swift QC, Mrs J M Williams.

Also present: R Simister (district councillor).

Apologies for absence were received from Mrs S J Hunter.

1.01 ELECTION OF CHAIRMAN

RESOLVED: That Mrs S M Biggs be elected Chairman of the Council for the ensuing year.

(Mrs Biggs thereupon signed a declaration of acceptance of office.)

(Mrs Biggs in the Chair.)

1.02 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: That the appointment of Vice-Chairman be deferred to the next meeting.

1.03 MINUTES

The Minutes of the meeting held on 18 April 2012 were taken as read, confirmed and signed as a correct record, subject to the substitution of the figure "2" for the figure "12" in Minute 11.05.

1.04 REPORT OF DISTRICT COUNCILLOR

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

- his Council was seeking to process and determine a backlog of planning applications;
- his Council had recovered sums of 86p in the £ from its investments in the collapsed Icelandic banks;
- his Council had hired 11 modern apprentices;
- the Parish was exempt, in his Council's draft Local Development Framework core strategy, from contributing to overall additional housing numbers, although the draft strategy had yet to be confirmed by the inspector;
- he was awaiting answers from officers concerning the status of the path to the cemetery from Tokers Green Lane, Kidmore End.

1.05 OPEN SESSION

During the open session,

- Mr & Mrs A S R Lynch of Wood Lane, Kidmore End and Mrs A D Thiam of The Hamlet, Gallowstree Common paid tribute to Mr A K Martin and Mr R S Young who had retired as councillors, and, therefore, as Chairman and Vice-Chairman of the Council, following the last meeting;
- Mrs A S R Lynch enquired about the progress of the proposed scheme for affordable housing at Gallowstree Common.

1.06 MEMBERSHIP OF THE COUNCIL

The Council was reminded that Mr A K Martin and Mr R S Young had submitted letters of resignation from the Council on the rising of the last meeting.

The Clerk had given notice of the vacancies for the office of parish councillor caused by the resignations on 25 April 2012. He had been advised by the Returning Officer of the District Council that no election had been called to fill the vacancies. Accordingly, it was open to the Council to fill the vacancies by co-opting suitably qualified persons.

The notice of casual vacancy had indicated that persons interested in co-option should send a brief biography to the Clerk by 22 May 2012. No such expressions of interest had been received, but Members recalled the letter from Ms C D Aldridge of Chalkhouse Green Road, Kidmore End, expressing her interest in serving as a member of the Council, reported at the last meeting.

The Clerk reported that Mr R C Gutteridge had last attended a meeting of the Council, or a body to which the Council had appointed him, on 23 November 2011. He reminded the Council that Section 85(1) of the Local Government Act 1972 provided that a member ceased to hold office if he failed through a period of 6 consecutive months from the date of his last attendance to attend any meeting of the authority. The Council concluded that Mr Gutteridge had ceased to be a member of the Council.

RESOLVED: 1 That Mr A K Martin be thanked for his service to the community as a councillor since 22 May 1991, and as Vice-Chairman from May 1994 and as Chairman since July 1996, and that Mr R S Young be thanked for his service to the community as a councillor since 2 May 1991, as Vice-Chairman since May 1997 and as a Member of the Playing Fields Committee since May 1991 and its Chairman since July of that year.

2 That Mr Ms C D Aldridge be co-opted, pursuant to Section 89 of the Local Government Act 1972, to fill the vacancy for the office of parish councillor caused by the resignation of Mr A K Martin.

3 That filling the vacancy caused by the resignation of Mr R S Young be deferred to the next meeting.

4 That an office of parish councillor be declared vacant, under the provisions of Section 85(1) of the Local Government Act 1972, vice Mr R C Gutteridge.

5 That Mr R C Gutteridge be thanked for his service to the community as a Member of the Council since June 2007.

1.07 LAND AT GRAVEL HILL/HIGHDOWN AVENUE, EMMER GREEN – POSSIBLE DEVELOPMENT

(cf 11.05/12) The Clerk reminded Members that he had circulated to them the text of the presentation given to the Council, during the Open Session at the last meeting, by Mr D Heron of Vortal Properties Ltd, on behalf of his clients, about the possible development of land bounded by Gravel Hill and Highdown Avenue, Emmer Green and by the Reading Golf Club's course. The Clerk had also circulated an extract from the Minutes of the meeting on the Council in November 2006, concerning the land in question, and comments from Mr Heron about the National Planning Policy Framework and the neighbourhood planning provisions of the Localism Act 2011.

Members recalled that they had agreed at the last meeting to consider the principle of the development of the land. However, they felt they needed more information, particularly in relation to the Council's powers in respect of neighbourhood planning under the Localism Act, and an understanding of the salient provisions of the National Planning Policy Framework, before considering the matter. Accordingly, it was suggested that one of their number undertake further research into the matter.

RESOLVED: That consideration of the principle of the possible development of the land at Gravel

Hill and Highdown Avenue, Emmer Green be deferred, pending the preparation of a paper, by Mrs J M Williams in consultation with Mr R G McQuillan, setting out the Council's powers and responsibilities in respect of neighbourhood planning under the Localism Act 2011, and kindred matters in respect of the planning framework.

1.08 RECREATION GROUND, GALLOWSTREE COMMON - PAVILION

(cf 11.06(i)/12) The Clerk reported that the District Council had made a final grant payment towards the cost of the project to replace the Pavilion at the Gallowstree Common Recreation Ground - £7,444.

The Council was reminded that Mr R S Young had been responsible for liaison with the project manager and contractors in respect of the Pavilion project.

RESOLVED: That Mr R G McQuillan be appointed to liaise with the project manager and contractors for the Pavilion project in respect of outstanding matters.

1.09 ST JOHN THE BAPTIST, KIDMORE END – CHURCHYARD

(cf 11.08/12) By letter, the Secretary of the Parochial Church Council thanked the Council for its grant towards the cost of maintaining the churchyard at St John the Baptist, Kidmore End and commented on the successful recent working party in the churchyard, the size of which had been bolstered due to the success of publicity by the Chairman.

1.10 LOCALISM ACT 2011

(cf 11.10/12) It was noted that the Regulations relating to councillors' codes of conduct had still yet to be published by the Government.

1.11 KIDMORE END PLAY AREA

(cf 11.22/12) The Chairman reported that she had submitted an application to the District Council for a Community Investment Fund grant for the renewal of the play area at Kidmore End, and had submitted an expression of interest for a grant from LEADER sources for the project. She had obtained further quotations for the project, from Play dale and Wicksteed, in reduced sums. If the application to the District Council was successful, a grant of £26,091 (60% of the cost) would be paid.

The Chairman sought authority to apply for grants from other sources, towards the cost of the possible project.

RESOLVED: That the Chairman be authorised to make application for grants, from such sources as she saw fit, towards the cost of the possible refurbishment of the Kidmore End Play Area.

1.12 APPOINTMENT OF OFFICERS, SUB-COMMITTEES AND REPRESENTATIVES

RESOLVED: 1 That, subject to her consent in the case of the Member not present, the following appointments be made for the period to the Annual Meeting in 2013:

Allotments Manager	Mrs S G Hall
Wells Manager	Mrs J E O'Sullivan
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, Mrs J E O'Sullivan, Mr T M Perchard, Mrs J M Williams (<i>covering Cane End</i>)
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 G McQuillan, Mrs J E O'Sullivan
Representative on Chiltern Edge Community Association	Mr J A Swift
Representative on Oxfordshire Association Local Councils	Mrs S G Hall
Website Liaison Councillor	Dr B J Knapp

* Not a member of the Council

2 That filling the vacancy of a representative to serve on the Playing Fields Committee be deferred to the next meeting.

1.13 FINANCE

(i) Balances

The Clerk reported that balances at the bank totalled £15,044.67.

(ii) Accounts for payment

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

GBS-re Public Works Loans - Loan repayment	£7716.30
Came & Co - Insurance premium	£2285.47

1.14 AUDIT OF ACCOUNTS

(cf 11.12/12) The Clerk regretted that he had yet fully to compile the summary income and expenditure account for the year ended 31 March 2012, and that he intended, therefore, to submit that account, and the Sections 1 and 2 of the Annual Return, to the next meeting.

1.15 APPOINTMENT OF EXTERNAL AUDITOR

By letter, the Senior Manager, Markets and Fees, of the Audit Commission advised that the Commission proposed to re-appoint BDO LLP as auditor to the Council for the 5 years commencing with the annual return for 2012/3.

1.16 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the application for erection of an oak framed garden room extension at Wachusett, Tokers Green Lane, Tokers Green had been permitted conditionally and that the application for erection of detached garage at Blossom Cottage, Hazelmoor Lane, Gallowstree Common had been refused.

(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:

removal of load bearing wall to bring hallway back to original state at Cross Farm, Mill Lane, Kidmore End;
extension of time to planning permission P09/E0074 at The Old Chapel, Horsepond Road, Gallowstree Common;
erection of detached garage at Blossom Cottage, Hazelmoor Lane, Gallowstree Common;
erection of conservatory at 11 Craysleaze, Kidmore End;
new dormer in front elevation of Cedar Cottage, Dysons Wood, Tokers Green;
conversion of stables and incidental living accommodation into 3-bedroom detached dwelling and provision of parking at Kempwood, Cane End;
repairs to black barn at Chalkhouse Green Farm, Chalkhouse Green;
amendment to approval P11/E1117 – gable end to main rear extension and higher first floor window to bedroom – at Hollytree Farm, Kidmore Lane, Kidmore End;
demolition of The Bungalow, construction of extensions to garage to be used as annexe to Hillside, Horsepond Road, Gallowstree Common;
replacement dwelling with garage following demolition of existing house and outbuildings at Oakridge Farm, Wood Lane, Kidmore End.

(iii) Applications

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

RESOLVED: 1 That no strong views be submitted on the application for proposed link between games room and house at Collegewood Farmhouse, Cane End for Mr I Rivers.

2 That observations be made as follows on the application for certificate of lawful development for garden outbuilding for ancillary use at Hillside, Horsepond Road, Gallowstree Common for Widbrook Developments LLP:

"Local residents of long standing have no recollection of a structure in the garden at the location shown on drawing 1367/100B".

(iv) National Planning Policy and neighbourhood planning

John Howell MP enclosed, with a letter about the National Planning Policy and neighbourhood planning, a sheet seeking to answer frequently asked questions about neighbourhood planning.

1.17 RELATIONS WITH POLICE

By e-mail, Inspector M Harling of the Thames Valley Police invited the Council to be represented at a meeting at Henley Police Station on 24 May 2012, to discuss better working between the Police and parish councils, including a more productive exchange of information.

RESOLVED: That the Chairman be appointed to attend the meeting with the Thames Valley Police on 24 May 2012, her attendance being an approved duty for the purposes of expenses.

1.18 PROPERTY NAMING

By letter, the District Council's Head of HR, IT & Customer Services advised that the property known as 11 Wood Lane, Kidmore End had been renamed Old Glebe.

1.19 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 April 2012.

1.20 TEMPORARY ROAD CLOSURE ORDER

The District Council's Head of Legal & Democratic Services enclosed, with a letter, a copy of an application from Mr A Radnedge for a temporary closure of Tanners Lane, Chalkhouse Green to facilitate a Jubilee street party between 10am and 6pm on 3 June 2012.

1.21 COMMUNITY TRANSPORT SCHEMES

The Community Transport Adviser of the Oxfordshire Rural Community Council, by letter, referred to the increasing importance of community transport scheme in the face of anticipated reductions in public transport subsidies by the County Council, and giving details about monies available from the Big Society Fund for community transport projects.

RESOLVED: That the letter from the Oxfordshire Rural Community Council be referred to the Transport Sub-Committee for consideration and report.

1.22 BROADBAND

By e-mail, the Assistant County Officer of the Oxfordshire Association of Local Councils forwarded a newsletter from OxOnline about the latter's broadband community toolkit and seeking the views of local residents and business as part of its demand registration service, involving an online survey.

1.23 PLAYING FIELDS COMMITTEE

The Clerk reported that the Playing Fields Committee had met on 9 May 2012 when it had discussed a number of items regarding the management of the Pavilion and the Gallowstree Common Recreation Ground. It had also, in line with the views expressed by the Council at its meeting in April 2012, decided not to accede to the request of the Kidmore End Pre-School to use the Pavilion for its daily sessions.

RESOLVED: That reports be submitted quarterly about daytime use of the Pavilion.

1.24 RIGHTS OF WAY COMMITTEE

It was reported that vegetation was overgrowing footpath 10 east of Chalkhouse Green Road, Kidmore End.

RESOLVED: That the overgrowth of vegetation on footpath 10 be drawn to the attention of the County Council.

1.25 DATES OF MEETINGS

RESOLVED: 1 That meetings of the Council be held on the following Wednesdays at 8pm:

20 June 2012	21 November 2012	20 February 2013
18 July 2012	12 December 2012	20 March 2013
19 September 2012-	23 January 2013	17 April 2013
24 October 2012		

2 That the Annual Meeting of the Council be held on 22 May 2013 at 8pm.

1.26 QUESTIONS TO CHAIRMAN

In answer to questions, the Chairman

- a invited Mrs J M Williams to explain her understanding of the future of the nurseries on the glebe land in Wood Lane, Kidmore End;
- b encouraged Mrs J E O'Sullivan to proceed with arranging a valedictory social event for Mr A K Martin and Mr R S Young;
- c indicated that she would request the Clerk to alert the County Council to the overgrown condition of the footway in Horsepond Road, Gallowstree Common, between the crossroads and the former local authority housing.