

KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 20 June 2012 at 8.00pm and concluded at 9.40pm.

Present: Mrs S M Biggs (Chairman), Ms C D Aldridge, 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, Mrs J M Williams.

Also present: R Simister (district councillor).

2.01 MINUTES

The Minutes of the meeting held on 23 May 2012 were taken as read, confirmed and signed as a correct record, subject to

- adding the apologies for absence of Mrs S J Hunter;
- substituting the word "his" for the word "this" in the first sentence of Minute 1.07;
- substituting the word "play" for the word "pay" in the first sentence of Minute 1.11;
- adding the following to Minute 1.23 "RESOLVED: That reports be submitted quarterly about day time use of the Pavilion".

2.02 REPORT OF DISTRICT COUNCILLOR

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

- on the work of the South & Vale Community Safety Partnership;
- that his Council was arranging a workshop on neighbourhood planning for parish councillors;
- that he continued to discuss responsibility for the footpath to the Kidmore End cemetery with officers of his Council;
- that no planning application had yet been submitted for residential development of land at Gravel Hill/Highdown Avenue, Emmer Green, that he was seeking advice from his Council's officers on some of the points previously made by Mr D Heron of Vortal Properties Ltd about the possible development of the land and that he was in contact with his counterparts at Reading Borough Council about the issue.

2.03 OPEN SESSION

During the open session, which was extended by 10 minutes with the consent of the Council,

- Ms E Lewis, the Community Transport Advisor of the Oxfordshire Rural Community Council, addressed the Council about the various schemes of community transport, including dial-a-ride, in operation and the funds available: she observed that there were no records of a survey of transport needs in Kidmore End;
- Mrs A D Thiam of The Hamlet, Gallowstree Common requested consideration of the provision of a footway along Reades Lane from Gallowstree Common to Sonning Common, an issue which was referred to the Transport Sub-Committee;
- Mr D Heron of Vortal Properties Ltd, who advised that he was shortly to meet Reading Borough councillors to discuss the possible development of the land at Gravel Hill/Highdown Avenue, Emmer Green, reviewed, critically, the core strategy of the District Council's Local Development Framework, with particular reference to the validity of the housing numbers therein, and requested the opportunity to put the case for his client's proposals in the Parish Newsletter.

2.04 APPOINTMENT OF VICE-CHAIRMAN

(cf 1.02/12) RESOLVED: That Mr R G McQuillan be appointed Vice-Chairman of the Council for the period until the Annual Meeting in 2013.

2.05 MEMBERSHIP OF THE COUNCIL

(cf 1.06/12) The Chairman welcomed Ms C D Aldridge to the Council.

The Clerk advised that he had given notice of the vacancy declared at the last meeting and that he had not received any expressions of interests in response to the notice of casual vacancies published in April 2012.

RESOLVED: That consideration of the filling of the existing vacancy for the office of councillor be deferred to the next meeting.

2.06 APPOINTMENT OF OFFICERS, SUB-COMMITTEES AND REPRESENTATIVES

(cf 1.12/12) The Council considered a vacancy deferred from the last meeting.

RESOLVED: That Mr J A Swift be appointed as a representative on the Playing Fields Committee for the period to the Annual Meeting in 2013.

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

(cf 1.07/12) The Clerk reminded Members that he had circulated to them, following the last meeting, an e-mail Mr D Heron of Vortal Properties Ltd expressing disappointment about the delay in any discussion about the possible development of land bounded by Gravel Hill and Highdown Avenue, Emmer Green and by the Reading Golf Club's course. Mr Heron had restated his view that the District Council was wrong to believe that the core strategy and local plan gave protection for small villages, in terms of development, unless the District Council had a viable five year land supply for housing, which he doubted. Mr Heron had also sent copies of e-mails he had sent to John Howell MP, Rob Wilson MP (Reading East constituency), and councillors of the District Council and Reading Borough Council. Mr Heron sought a meeting with the Members looking into issues relating to neighbourhood planning. The Clerk had provided Members with web links to other documents which Mr Heron had cited, like the National Planning Policy Framework and various guides to the impact of the relevant provisions of the Localism Act 2011.

By letter, the Head of Planning of the District Council advised that his Council had arranged a briefing event, for parish councillors, about neighbourhood planning to be held at Crowmarsh on 3 July 2012. The purpose was to provide information on neighbourhood planning, and the National Planning Policy Framework, place neighbourhood planning in context and to gauge the level of interest in neighbourhood planning. Places on the event were limited to 2 per council.

Mrs J M Williams reported that she expected that her paper on 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, would be available for consideration at the next meeting.

RESOLVED: That the Vice-Chairman and Mrs J M Williams be appointed to attend the briefing event on neighbourhood planning, their attendance being an approved duty for the purposes of expenses.

2.08 RECREATION GROUND, GALLOWSTREE COMMON - PAVILION

(cf 1.0812) The Clerk reported that he had been advised that Hale Building Contractors Ltd had visited the pavilion at the Gallowstree Common Recreation Ground, to undertake outstanding remedial

works.

2.09 LOCALISM ACT 2011 – MEMBERS' CODE OF CONDUCT

(cf 1.10/12) The Head of Legal and Democratic Services of the District Council, with a letter, enclosed a copy of the [Members'] code of conduct to be adopted by her Council, which code she urged parish councils to adopt, by 1 July 2012, to satisfy the requirements of the Localism Act 2011. Copies of the letter and draft code had been sent to all Members of the Council: a copy is attached to the Minutes to be signed.

RESOLVED: That the code of conduct adopted by South Oxfordshire District Council be adopted as the code for members and co-opted members of Kidmore End Parish Council with effect from 1 July 2012, or such other date as may be specified in regulations, to replace the current code of conduct.

2.10 KIDMORE END PLAY AREA

(cf 1.11/12) The Chairman reported that she had attended a meeting of the District Council's Community Investment Fund Sub-Committee, when the latter had considered the application for a grant towards the refurbishment of the Kidmore End Play Area. No award had been made towards the project, one member of the Sub-Committee suggesting that the personal safety of users was compromised because of the location of the facility. The Sub-Committee had, however, instructed the District Council's Grants' Officer to work with the Council on the project.

2.11 RELATIONS WITH POLICE

(cf 1.17/12) The Chairman reported on the meeting with Inspector M Harling of the Thames Valley Police on 24 May 2012. The thrust of the meeting has been the Inspector's desire to strengthen and raise the profile of neighbourhood watch across the Henley Rural sector. The Chairman had sought contact details for the co-ordinators of the various watch groups in the Parish.

2.12 DATES OF MEETINGS

(cf 1.25/12) At the request of the Chairman, it was

RESOLVED: That the next meeting of the Council be re-arranged to be held on 24 July 2012.

2.13 FINANCE

(i) Balances

The Clerk reported that balances at the bank totalled £5,044.70.

(ii) Accounts for payment

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

South Oxfordshire District Council – Emptying dog hygiene bin	£12.20
Kidmore End Parish Room – Hire of accommodation	£169.50

(iii) Accounts 2011/12

The Council considered a report (12/13 – 1) of the Responsible Financial Officer, being the summary income and expenditure accounts for the year ended 31 March 2012.

It was pointed out that a further amount for professional fees was due to the project manager for the Pavilion, which amount had not been included in the summary income and expenditure account.

RESOLVED: That the accounts presented be received, subject to the correct maximum figure being shown in note 7.

2.14 AUDIT OF ACCOUNTS

(cf 1.13/12) The Clerk regretted that he had been unable to complete Sections 1 and 2 of the Annual Return, pending the approval of the summary income and expenditure account. He reminded the Council that the Accounts and Audit (England) Regulations 2011 required the Council to approve Sections 1 and 2 of the Return by 30 June 2012.

RESOLVED: That a draft of Sections 1 and 2 of the Annual Return be sent to all Members and that, if there are no adverse comments thereon, the Chairman be authorised to approve, on behalf of the Council, those sections of the Return, in accordance with the circulated draft, before 30 June 2012.

2.15 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the applications for

demolition of existing garages and porch, erection of extensions to east wing and internal and external alterations at Cane End House, Cane End;
erection of conservatory to rear of 11 Craysleaze, Kidmore End;
removal of load bearing wall to bring hallway back to original state at Cross Farm, Mill Lane, Kidmore End;
new dormer in front elevation at Cedar Lodge, Dysons Wood, Tokers Green;
extension of time to planning permission for single and 2 storey extensions to dwelling and replacement garage at The Old Chapel, Horsepond Road, Gallowstree Common;
replacement dwelling with garage following demolition of existing house and outbuildings at Oakridge Farm, Wood Lane, Kidmore End;
repairs to black barn, Chalkhouse Green Farm, Chalkhouse Green;
demolition of porch and erection of new 2 storey and single storey extensions at rear of Hollytree Farm, Kidmore Lane, Kidmore End

had been permitted conditionally and that a certificate of lawful use or development had been issued in respect of the erection of a garden outbuilding at Hillside, Horsepond Road, Gallowstree Common.

(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:

creation of new vehicular access and hardstanding to front of property at Conifers, Chalkhouse Green Road, Kidmore End;
raising height of existing roof, incorporating front and rear dormer windows, hip to gable conversion and reproofing with clay tiles and erection of front and rear extensions at Lonicera, The Hamlet, Gallowstree Common.

(iii) Sonning Common Neighbourhood Plan

The Vice-Chairman reported orally on progress by Sonning Common Parish Council with its proposed neighbourhood plan. Following a successful design day, the identified potential sites for housing development were being surveyed. A further public survey session was planned for 17 July

2012.

In the meantime, in order to bolster its position in resisting what it saw as inappropriate development, Sonning Common Parish Council intended to “register” its intention to prepare a neighbourhood plan with the District Council. It sought the support of the Council for this venture, and the Vice-Chairman circulated the draft of a letter which Sonning Common Parish Council intended to send to the District Council.

Members commented that, having had no notice of the approach from Sonning Common Parish Council, they were reluctant to acquiesce to that Council’s request.

RESOLVED: That consideration of the request of Sonning Common Parish Council, to endorse the letter of “registration” of its neighbourhood plan, be deferred pro tem.

2.16 HIGHWAYS AND EMERGENCY PLANNING SURVEYS

The County Council’s Business Continuity Manager enclosed, with an e-mail, questionnaires designed to establish levels of community resilience and to obtain feedback on winter weather issues in particular. The first form was an annual update about local community planning for emergencies and the second was to provide feedback on winter issues relating to highways.

RESOLVED: That Dr B J Knapp be authorised to respond, on behalf of the Council, to the questionnaire about community resilience and the Transport Sub-Committee to the questionnaire about highways in winter.

2.17 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

RESOLVED: That consideration of the June 2012 update for members from the Oxfordshire Association of Local Councils be deferred to the next meeting.

2.18 PLAYING FIELDS COMMITTEE

It was noted that the Playing Fields Committee had not met since the last meeting of the Council.

Ms C D Aldridge commented adversely on the condition of the Pavilion at the Gallowstree Common Recreation Ground, when the Kidmore End Pre-School had hired the premises for its Easter egg hunt, earlier in 2012.

RESOLVED: That the Playing Fields Committee be requested to review the cleaning regimes for the Pavilion.

2.19 RIGHTS OF WAY COMMITTEE

RESOLVED: That maps of the rights of way in the Parish be provided for all Members of the Council.

2.20 TRANSPORT SUB-COMMITTEE

The Chairman reported orally on her discussions with officers of the County Council concerning the highway flooding in the vicinity of Kidmore End pond.