

## KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 20 March 2013 at 8.00pm and concluded at 9.55pm.

Present: R G McQuillan (Vice-Chairman, in the Chair), Ms C D Aldridge, Mrs S J Hunter, Mrs J E O'Sullivan, I G C Pearson, T M Perchard, J A Swift QC, H Thresher.

Also present: R Simister (district councillor),

Apologies for absence were received from Ms S M Biggs, Mrs J M Williams.

### 10.01 MINUTES

The Minutes of the meeting held on 20 February 2013 were taken as read, confirmed and signed as a correct record.

### 10.02 REPORT OF DISTRICT COUNCILLOR

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

- the core strategy of his Council's Local Development Framework had been adopted;
- his Council's portion of the Council Tax bill had been reduced by 2.5% for 2013/14, largely due to management and administrative savings;
- a greater sum was available for community grants from his Council;
- a final announcement was expected soon, following the review of his Council's electoral arrangements.

Mr Simister advised that officers of his Council had been unable thus far to identify the body or person responsible for the maintenance of the path between Tokers Green Lane, Kidmore End and the cemetery.

### 10.03 GALLOWSTREE COMMON RECREATION GROUND

#### (i) Diamond Jubilee Pavilion

(cf 9.03/13) The Clerk circulated some draft answers, based on discussion at the meeting of the Playing Fields Committee held on 13 March 2013, to the questions posed by Mrs M Bayliss, about the Diamond Jubilee Pavilion at the Gallowstree Common Recreation Ground, during the Open Session at the last meeting of the Council. (A copy of the draft answers is included with the signed Minutes.)

The Clerk reported that Mr J Dean of Chalkhouse Green Road, Kidmore End had asked questions of the Chairman of the Council about the management of the Diamond Jubilee Pavilion and the volume of use for non-sports purposes. The Chairman had arranged for the Council's representatives on the Playing Fields Committee draft a reply, which the Hon Secretary of the Committee had sent to Mr Dean. The Pavilion had been hired for 13 private functions since planning permission had been received for such use, and a sewing group used the premises regularly.

RESOLVED: That the circulated draft answers to the questions posed by Mrs M Bayliss be adopted.

#### (ii) Sponsors' advertisements

In a letter, the Chairman of the Cricket Club reported that the sponsors' advertisements had been removed from the fence on the north west boundary of the Recreation Ground, by a person or persons unknown. The Club had reported the matter to the Police, who were investigating what appeared to be a theft.

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

(cf 9.04/13) The Council was reminded that, following the last meeting, Mr D Heron of Vortal Properties Ltd had requested a meeting to discuss the benefits he saw flowing from the possible development of his client's land in Gravel Hill/Highdown Avenue, Emmer Green. The Chairman of the Council had discussed the request informally with Members, and had decided to decline Mr Heron's request.

Mr L Lee of Emmer Green, the owner of the land in question, had sent 2 e-mails, one about the benefits for the community from the proposed development and the other about the search for sites for new primary schools in Caversham. The e-mails had been circulated to all Members.

Mr J A Swift stated that, having read the e-mails, he saw no reason to change the Council's stance from that reached in November 2012. Therefore, he proposed the endorsement of the decision recorded in resolution 1 of the minute 6.07 of the meeting held on 21 November 2012. This was put to vote, and carried, unanimously.

RESOLVED: 1 That the action of the Chairman be approved and confirmed.

2 That the decision recorded in resolution 1 of the minute 6.07 of the meeting held on 21 November 2012 be endorsed.

#### 10.05 KIDMORE END PLAY AREA

(cf 9.06/13) It was reported that the County Council had paid the promised grant of £5,000 from its Big Society Fund towards the project to refurbish the Kidmore End Play Area. The Responsible Financial Officer reported the grant to have been banked.

It was also reported that the Chairman of the Council had been advised, informally, that the application for a LEADER grant had been successful. Members noted, therefore, that sufficient sums had now been identified or promised to activate the decision to award the contract for the project to Wicksteed Leisure Ltd.

#### 10.06 KIDMORE END POND

(cf 9.07/13) It was noted that Mr N Topham of Mill Lane, Kidmore End, had restored the duck house on Kidmore End pond.

#### 10.07 FINANCE SUB-COMMITTEE

(cf 9.08/13) The Council received the minutes of the meeting of the Finance Sub-Committee held on 12 March 2013.

RESOLVED: That the terms of reference of the Finance Sub-Committee be as follows:

- to review the Council's draft annual accounts, draft annual return and draft budget, and to make recommendations thereon to the Council;
- to oversee compliance with the Council's Financial Regulations and to make recommendations thereon to the Council, if necessary;
- to review the reports of the internal and external auditors, prior to submission to the Council;
- to make recommendations to the Council on the appointment of internal auditors.

#### 10.08 AUDIT OF ACCOUNTS

(cf 9.12/13) In an e-mail, Mrs E Prince of BDO LLP advised that, although the Partnership had been unable to change its opinion in respect of the Council's Annual Return for the year ended 31 March 2012, she had revised the wording of the "Issues Arising" report. This had been circulated to Members who acknowledged that the wording of the revised report was more acceptable.

#### 10.09 MEMBERSHIP OF COUNCIL

(cf 9.17/13) The Clerk advised that no election had been called to fill the vacancy for parish councillor caused by the resignation of Dr B J Knapp and that the Council could, therefore, co-opt a suitably qualified person as a member. However, the Clerk advised that he had received no expressions of interest concerning serving in that way.

It was understood that Dr Knapp wished to continue as a member of the Editorial Board of the Parish Newsletter.

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

#### 10.10 HENLEY TRIATHLON

(cf 9.20/13) By e-mail, the Operations and Communications Manager of Just Racing Ltd forwarded a copy of an update sent by the Company to the "Henley Standard" concerning Challenge Henley 2013, the Henley Triathlon, together with a brochure about the course for the cycling section of the event. While many roads in southern South Oxfordshire were included in the route, it did not enter the Parish.

#### 10.11 OPEN SESSION

During the open session, which was extended by 5 minutes with the consent of the Council

- Mr L Lee of Highdown Avenue, Emmer Green expressed disappointment at the Council's response to his approach (see Minute 10.04), pointed out that the National Planning Policy Framework would come into operation on 28 March 2013, when he expected the District Council's Core Strategy to be found wanting, stated that up to £0.5m would be available for amenities in the Parish, if his site was developed, and stated that his agent was drafting an article for the local print media about the possible development;
- Mr C Davis of Highdown Avenue, Emmer Green circulated photographs of Mr Lee's land and showed the Council a copy of correspondence relating to an earlier dispute between him and Mr Lee
- Mr R Simister, the district councillor, suggested that Mr Lee submit a planning application for the development of his land.

#### 10.12 FINANCE

##### (i) Balances

The Clerk reported that balances at the bank totalled £21,259.18.

##### (ii) Accounts for payment

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

Thames Water Utilities Ltd – Water for allotments	£74.35
Oxfordshire Playing Fields Association – Membership subscription	£35.00
Ian Kendrick Ltd – Works at Gallowstree Common and Kidmore End Play areas	£810.00
Mapledurham Parish Council – Grant towards upkeep of Rokeby Recreation Ground	£105.00

(iii) Financial Regulations

At the suggestion of the Responsible Financial Officer, it was

RESOLVED: That, notwithstanding Financial Regulation 3.5, the unspent budgetary provision in the financial year 2012/13 under the following budget heads be carried forward, on 31 March 2013, into the financial year 2013/14

Clerk's salary  
Clerk's expenses  
Postages  
Telephones  
Hire of accommodation for meetings  
Grant to Playing Fields Committee  
Grant for churchyard maintenance.

10.13 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the applications for

erection of wooden gazebo at Strathfillan, Kidmore End;  
erection of single storey rear extension at Lyndhurst, Rokeby Drive, Tokers Green;  
alterations to existing materials and fenestration at Oakley Barn, The Hamlet, Gallowstree Common;  
single storey rear extension with rooflights over to replace existing conservatory at Rowan Tree Cottage, 9 The Hamlet, Gallowstree Common

had been permitted conditionally.

(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:

erection of single storey rear extension at Lyndhurst, Rokeby Drive, Tokers Green;  
change of use of barn from storage/light industrial use to a 2-bedroom dwelling at Whitewood Heath Barn, Hook End;  
single storey rear extension, new porch, garage extension and stable at 17 Kidmore Lane, Sonning Common [Parish of Sonning Common] (amendment to existing permission);  
proposed 2-storey side and rear extension and single front extension at 5 Hazelmoor Lane, Gallowstree Common;  
single storey rear extension at 1 Allwrights Cottages, Horsepond Road, Gallowstree Common.

(iii) Applications

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

RESOLVED: That the following comments be made on the application for erection of replacement dwelling and garage at Leawood, Tanners Lane, Chalkhouse Green for Willowtree Development Ltd "Refuse – overdevelopment of site, by way of bulk and size of proposed building, out of character in the area".

- (iv) Planning application for affordable housing development, Horsepond Road, Gallowstree Common

(cf 9.13(iv) /13) By letter, Mr & Mrs H Wates of Horsepond Road, Gallowstree Common stated that the Council had not answered any of the points raised in the earlier e-mail, from Mr Wates, about the planning application by Soha Housing Ltd for the provision of affordable housing in Horsepond Road, Gallowstree Common: that e-mail had been considered at the last meeting. They requested answers to their 10 points or questions.

RESOLVED: That the responses set out in the Appendix hereto be sent to Mr & Mrs H Wates.

- (v) Reading Borough Council – Community Infrastructure Levy

The Interim Director of Environment, Culture and Sport at Reading Borough Council advised, in a letter, that his Council was consulting on the first draft of its Community Infrastructure Levy (CIL), a charge on developers, payable on the grant of planning permission, towards a fund for key infrastructure in Borough. The levy would be charged in addition to Section 106 planning obligations, which would continue. The consultation ran until 12 April 2013.

#### 10.14 PARISH ROOM – REFRIGERATOR

(cf 8.10/13) In letters, the Parish Room Committee and the Kidmore End Pre School thanked the Council for its contribution towards the cost of the replacement refrigerator at the Parish Room.

#### 10.15 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

The Council noted an update for members published by the Oxfordshire Association of Local Councils in February 2013, commenting particularly on the paragraphs on the governance review and BroadBand champions.

#### 10.16 HIGH HEDGES COMPLAINT

(cf 6.12(v)/12) The District Council's Head of Planning Services enclosed, with a letter, a copy of the decision on the complaint submitted by the occupiers of Common Farm, Wyfold Road, Gallowstree Common about a high hedge at Lovegroves Barn, Wyfold Road, Gallowstree Common. Officer had decided, on behalf of the District Council, that the height of the hedge affected the complainant's reasonable enjoyment of their property. Accordingly, a remedial notice would be issued requiring the height of the hedge in question to be reduced to 3.5m, and trimmed not to exceed 4m in future.

#### 10.17 COMMUNITY POLICING AWARDS

In a letter, a communications officer of the Thames Valley Police gave details about the Community Policing Awards 2013.

#### 10.18 TOWN AND PARISH FORUM

The Head of Corporate Strategy of the District Council enclosed, with a letter, a report of her Council's 2012 town and parish Forum, including presentation slides, and reports of the break-out sessions and panel question and answer sessions.

The Head of Corporate Strategy also advised that the next forum would be held on 6 November 2013.

RESOLVED: That the report of the town and parish forum be referred to the Chairman for consideration and report.

#### 10.19 PLAYING FIELDS COMMITTEE

The Chairman reported that the Playing Fields Committee had met on 13 March 2013, when it had

- considered quotations for an annual contract for the maintenance of equipment at the Diamond Jubilee Pavilion, for instance the ground source heat pump and the sewage macerator: the lowest quotation was in the sum of £2,600 per annum, which the Committee had doubted it could immediately afford;
- decided to engage contractors to clean the Pavilion with effect from 1 October 2013;
- discussed a draft service level agreement between the Committee and the Kidmore End Cricket and Football Clubs, relating to the Pavilion;
- discussed the mowing of the sports' pitches at the Gallowstree Common Recreation Ground.

#### 10.20 RIGHTS OF WAY COMMITTEE

Maps showing the rights of way in the Parish were circulated to Members present.

#### 10.21 TRANSPORT SUB-COMMITTEE

Mr J A Swift reported orally on the activities of the Transport Sub-Committee, for example the provision of a further vehicle speed indicator device, Police enforcement of speed limits, and the drainage works at the Kidmore End pond designed to alleviate the highway flooding.

#### 10.22 MEETINGS, CONFERENCES ETC

The Chairman reported on meetings he had attended in respect of the progress on the Sonning Common Neighbourhood Plan. A number of possible sites had been identified, and the Chairman displayed a map showing these sites: the map had also appeared in an edition of the "Henley Standard" earlier in the month. The favoured sites were to the north west of the existing village centre and towards the south east of the Parish. A number of potential sites had been dismissed.

Members observed that Chiltern Edge School was included within the "boundary" for the neighbourhood plan.

RESPONSE TO QUESTIONS/STATEMENTS BY MR & MRS H WATES, HORSEPOND ROAD,  
GALLOWSTREE COMMON

*Numbers are those in letter from Mr & Mrs Wates*

- 1 The Council notes your observation.
- 3 The Council disagrees. You were consulted on planning application P12/S1538/FUL – you attended the exhibition of the drawings etc at the Diamond Jubilee Pavilion at the Gallowstree Common Recreation Ground - and were notified of the amended application by the member of the Council's Plans Sub-Committee who "looks after" Gallowstree Common, Mrs J E O'Sullivan.
- 4 The Council considers this to be a matter for the applicant. The Council is not aware of any previous planning applications of this nature.
- 6 This is not a matter for the Parish Council.
- 7/9 The Council's responses to the planning application P12/S1538/FUL are matters of record. The Council has no knowledge of "withdrawing their objection".
- 8 The Council has consistently pointed out residents' concerns about vehicle speed to the relevant authorities, and, indeed, funded the vehicle activated speed indicator device sited in Horsepond Road. The installation of speed cameras is a matter for the Safer Roads' Partnership.
- 10 No, because the Council is not responsible for roads or road safety. These are matters for the highways' authority, Oxfordshire County Council. Nevertheless, the Council, largely through its Transport Sub-Committee, regularly lobbies the County Council about road safety issues.
- 12 The Council notes your statement.
- 13 See the answer to 7/9 above. The Council stands by the comments it has submitted to the planning authority on the application, and which are a matter of public record.
- 16 The Council considers this to be a matter for the County Council, as highways' authority, and British Telecom.