

DRAFT

To be confirmed at the meeting to be held on 20 July 2022 KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held in the Diamond Jubilee Pavilion, Gallowstree Common Recreation Ground on Wednesday 29 June 2021 at 8.00pm and concluded at 9.35pm.

Present: Dr C D Aldridge (Chairman), Prof J W Almond, A P Bowley, J M Ducker, D P Malaperiman, Ms S Matthews.

Apologies for absence were received from A P Harland, I G C Pearson, P H Dragonetti (district councillor).

3.01 MINUTES

The Minutes of the Annual Meeting held on 18 May 2022 and the special meeting held on 7 June 2022 were taken as read, confirmed and signed as a correct record, subject to the resolution in Minute 1.15(iv) being amended to read "... the Vice-Chairman and Prof J W Almond ...".

3.02 REPORT OF COUNTY COUNCILLOR

A report by Mr K Bulmer, the county councillor for the Goring division, had been circulated prior to the meeting, covering

- the election of a new chairman of his Council;
- plans to reduce his Council's carbon emissions;
- funding from the Government's Active Travel Fund for infrastructure improvements at Bicester, Witney and in Oxford;
- his Council's adult social care plans, for which £212m was budgeted;
- his Council's detailed proposals for children with special needs and disabilities.

3.03 REPORT OF DISTRICT COUNCILLOR

In presenting his apologies for absence, Mr P H Dragonetti, the district councillor for the Kidmore End & Whitchurch ward, had submitted a report, which covered

- the financial support for families in respect of energy costs, being paid to qualifying residents by way of a Council Tax rebate;
- his Council's Councillor Grant Scheme;
- progress with the compilation of the draft Joint Local Plan;
- planning enforcement by his Council.

3.04 OPEN SESSION

During the Open Session, Mr & Mrs M Bishop of Chalkhouse Green Road, Kidmore End spoke about their proposed planning application for an additional dwelling at the rear of their property.

3.05 APPOINTMENT OF OFFICERS, SUB-COMMITTEES AND REPRESENTATIVES

(cf 1.07/22) The Council considered an appointment, consideration of which had been deferred at the last meeting.

RESOLVED: That Ms S Matthews be appointed as the representative on the Oxfordshire Association Local Councils for the period ending at the Annual Meeting of the Council in 2023.

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3.06 OPERATION OF PLANS SUB-COMMITTEE

The Council considered a report (22/23 - 2) of the Clerk, designed to allow it to review, and amend if appropriate, the operating procedure of its Plans Sub-Committee, in the light of changed circumstances.

RESOLVED: That the revised operating procedure for the Plans Sub-Committee set out in the Appendix hereto be adopted with the immediate effect.

3.07 WEBSITE

(cf 1.08/22) The Council received a report (22/23 – 3) by the Vice-Chairman and Mr A P Bowley, proposing the upgrade of the Council's website. Recognising that the report had been received too late for consideration at the meeting, Members were asked to submit any comments direct to the authors. In the circumstances, it was

RESOLVED: That consideration of the report be deferred to the next meeting.

3.08 TEMPORARY ROAD CLOSURES

(cf 1.09/22) With e-mails, officers of the County Council gave notice of the temporary closures of roads, under the Road Traffic Regulation Act 1984, as follows:

- Kennylands Road, Sonning Common, from 18 to 22 July 2022, for foul water connection works;
- Dysons Wood Lane, Tokers Green, from 8 to 10 June 2022, for water main work;
- Reades Lane, Sonning Common, on 30 and 31 January 2022, for carriageway works;
- Tokers Green Lane, Tokers Green, on 20 Jul 2022, for pole replacement works

3.09 CELEBRATIONS OF THE PLATINUM JUBILEE OF HM THE QUEEN

(cf 1.12/22) It was reported that c200 persons had attended the Parish-wide event at the Gallowstree Common Recreation Ground on 5 June 2022, in celebration of the Platinum Jubilee of Her Majesty the Queen. Members noted that a full report would be included in the next edition of the Parish Newsletter.

3.10 MEMBERSHIP OF THE COUNCIL

(cf 1.16/22) The Council was reminded that there was a vacancy for the office of parish councillor.

Ms J P M Mather of Horsepond Road, Gallowstree Common had, by e-mail, provided some biographical details, which details had been circulated to each Member, in support of her interest in serving as a councillor.

RESOLVED: That Ms J P M Mather be co-opted, in accordance with Section 89 of the Local Government Act 1972, to fill the vacancy for the office of parish councillor caused by the resignation of Mr T M Perchard.

3.11 KIDMORE END NEIGHBOURHOOD DEVELOPMENT PLAN

(cf 2.01/22) Members were reminded that the District Council had called the referendum in connection with the Kidmore End Neighbourhood Development Plan for 28 July 2022. In addition, Members noted the contents of the guidance notes for campaigners and local ward, town and parish councils in respect of neighbourhood plan referenda, published by the District Council. The notes effectively prevented parish councillors from campaigning for any particular answer to the referendum

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question.

3.12 FINANCE

(i) Balances

The Clerk reported that balances at the bank totalled £28,471.78. He advised that this included the annual grant from the County Council towards the cost of mowing highway verges.

(ii) Account paid

It was reported that, as a matter of urgency, following consultation with the Finance Sub-Committee, and in accordance with Financial Regulation 5.2, the Chairman had approved the following payment on 8 June 2022:

Arthur J Gallagher Insurance Brokers Ltd – Insurance premium	£3416.08
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RESOLVED: That the action of the Chairman be approved and confirmed.

(iii) Accounts for payment

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

Oxfordshire Association of Local Councils – Training course fee	£132.00
Playsafety Ltd – Inspection of equipment in Play Areas	£205.80
Shield Maintenance Ltd - Emptying dog hygiene bin	£10.39
M Makower & Co Ltd – Banner for Platinum Jubilee event	£235.43
Mrs T G Beddis – Materials for Platinum Jubilee event	£190.91
Shield Maintenance Ltd - Emptying dog hygiene bin	£10.39
R F Penfold – Salary net of Income Tax	£151.50
HM Revenue & Customs – Income tax deducted	£101.00

3.13 PLAY AREAS

(cf 1.19/22) The Chairman advised that she had yet to review the report by Playsafety Ltd arising from the Company's inspection of the equipment in the play areas at Gallowstree Common and Kidmore End. She reported that the toddlers' swing at the Kidmore End site had been taken out of commission and noted that Wicksteed Ltd had yet to effect the ordered repairs to the nest swing.

3.14 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the applications for

demolition of existing garage, erection of single storey front extensions, and replacement of existing flat roof at side of house with sloping roof at Penworth, Tokers Green Lane, Tokers Green;

proposed replacement of stables, stores and outdoor arena for equestrian use at Kidmore Farm, Tanners Lane, Chalkhouse Green;

variation of conditions on approval of demolition of existing dwelling and erection of 3-bedroom 2-storey dwelling and detached 4-bedroom 2-storey dwelling at Holmsdale, Tokers Green Lane, Tokers Green;

single storey rear extension with glazed rooflight at Pine Tree Cottage, Reading Road, Cane End

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had been permitted conditionally and that the applications for

formation of new field entrance on land adjacent to The Old Barn, Tokers Green Lane, Kidmore End;
change of use of 2 agricultural buildings into 3 dwellings at Chambers Copse, Kidmore End Road, Emmer Green

had been withdrawn.

(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:

demolition of existing garage, erection of single storey front extension, and replacement of flat roof at side with sloping roof at Penworth, Tokers Green Lane, Tokers Green;
single storey rear extension with a glazed rooflight at Pine Tree Cottage, Reading Road, Cane End;
proposed 2 storey side extension and redevelopment of existing dwelling at The Cottage, Park Lane, Cane End;
demolition of conservatory, single storey front extension, garage conversion, part conversion of roof space by increasing height, adding 4 flat roof dormers and changing hips to gables, and detached garage at Silver Trees, Tokers Green Lane, Tokers Green;
variations of conditions of permissions P20/S0999/FUL and P18/S2795/FUL regarding landscaping, off-site highway works, access and parking areas at Fox Heath Gardens, Cane End;
proposed extension to an existing garden annex in rear garden of 3 Rosehill Farm Cottages, Peppard Road, Emmer Green.

(iii) Land off Highdown Avenue, Emmer Green

With an e-mail, a caseworker from the office of Matt Rodda MP forwarded a copy of Mr Rodda's letter to the District Council regarding a request for pre-application advice about the residential redevelopment of land at the end of Highdown Avenue, Emmer Green, for 35 new properties. Mr Rodda had expressed the concerns of many of his constituents about the possible development.

(iv) South Oxfordshire and Vale of White Horse District Councils Joint Local Plan

(cf 1.15(iv)/22) While some Members reported that they had submitted personal responses to the consultation, on the South Oxfordshire and Vale of White Horse District Councils Joint Local Plan, it was noted that no corporate response had been submitted on behalf of the Council.

3.15 DEEP CLEANSE

A Housing and Environment Technical Support Assistant of the District Council advised, by e-mail, that a deep cleanse would be available in the Parish from 1 to 3 August 2022. Litter would be picked up and footways swept and moss/weeds removed from pavements. The Council was requested to indicate where the activity should take place.

RESOLVED: That the District Council be requested to undertake a deep cleanse in Gaskells End, Tokers Green, Horsepond Road, Gallowstree Common, footways around Kidmore End pond, Orchard Field, Gallowstree Common and Rokeby Drive, Tokers Green.

3.16 OXFORDSHIRE TREESCAPE PROJECT

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The Council noted a newsletter from the Oxfordshire Treescape Project.

3.17 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

The Council noted updates for members published by the Oxfordshire Association of Local Councils in April and May 2022, with particular reference to the paragraphs on the Association's annual general meeting and the new Code of Conduct.

3.18 KIDMORE END POND

An ecologist from Ecology by Design Ltd requested, by e-mail, permission to sample the water in Kidmore End pond, to ascertain whether great crested newts were present. The Chairman had granted permission for the sampling

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

3.19 MILL LANE, KIDMORE END

In an e-mail, Mr & Mrs P Clee of Mill Lane, Kidmore End, requested the Council's support for their representations to the County Council for the repair of potholes in Mill Lane, and for the prevention of highway flooding in that road. Members recognised the long-standing deficiencies in the condition of the road.

RESOLVED: That the representations to the County Council made by Mr & Mrs P Clee about the condition of Mill Lane, Kidmore End, be supported

3.20 COMMUNITY INFRASTRUCTURE LEVY

The District Council's Head of Policy & Programmes advised, in an e-mail, that his Council had submitted its Draft Community Infrastructure Charging Schedule for independent examination and gave an explanation of the examination process.

3.21 FIBRE-TO-PREMISES BROADBAND NETWORKS

Members referred to the informal webinar with a representative of Airband, one of the companies seeking to develop a fibre[cable]-to-premises Broadband network in the Parish, on 7 June 2022. Airband was looking to provide networks in Cane End, Gallowstree Common and Kidmore End. The representative outlined the Company's modus operandi and the provisions of relevant legislation.

In an e-mail, a Community Engagement Executive of Gigaclear Ltd, another potential provider, sought an opportunity to explain to Members that Company's plans to develop a network in the Parish and beyond.

RESOLVED: That the offer from Gigaclear Ltd be accepted.

3.22 MAIDEN ERLEGH CHILTERN EDGE SCHOOL

AMR Consult Ltd, by e-mail, advised that they acted for the Maiden Erleigh Trust in relation to land at Maiden Erleigh Chiltern Edge School, Sonning Common, for the proposed redevelopment of surplus playing fields by the erection of 50 dwellings (including 40% affordable housing), and associated sports mitigation.

The proposed residential development was located on land currently classed as 'playing fields'. Alongside the residential proposals, the School was therefore progressing a package of sport mitigation measures to address the reduction in playing field area and improve the sporting facilities for students and the local community. The improvements would be funded by the disposal of the playing field land for residential

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development. A summary of the sport mitigation works and some key points were set out, and the consultants sought views on them, by 30 June 2022.

RESOLVED: That Ms S M Biggs and Ms A Vorster be requested to recommend comments, if necessary, on the proposed sport mitigation works at Maiden Erlegh Chiltern Edge School.

3.23 KIDMORE END PLAYING FIELDS COMMITTEE

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

3.24 GALLOWSTREE COMMON RECREATION GROUND

The Council considered a report (22/23 - 4) of the Clerk to enable it to consider a request from the Kidmore End Cricket Club to amend a resolution, adopted by the Council in December 2003, about the Club's tenure of the Gallowstree Common Recreation Ground.

The Club wanted the words "in principle" to be deleted from the 2003 resolution, but Members were not in favour of the deletion. However, Members remained committed to the principle of the 2003 decision, provided that the formal lease, licence or memorandum of understanding, covering the Club's use of the Recreation Ground, had been signed by both parties, and was in place, by 31 December 2022.

RESOLVED: 1 That Kidmore End Cricket Club be advised as set out above.

2 That a sub-committee, comprising Mr D P Malaperiman and Ms J P M Mather, be appointed to recommend terms for the lease, licence or memorandum of understanding governing the Cricket Club's use of the Recreation Ground.

3.25 DIAMOND JUBILEE PAVILION, GALLOWSTREE COMMON RECREATION GROUND

(i) Use by supporters of Ukrainian refugees

At the request of the Chairman, it was

RESOLVED: That the cost of the hire of the Diamond Jubilee Pavilion at the Gallowstree Common Recreation Ground, when it is used by locally living Ukrainian refugees or their supporters, be met by the Council, from the budgetary provision for "Unspecified projects".

(ii) Health and safety inspection

The Council considered the report (22/23 - 5) produced by Mr A Solaja, formerly a licensing officer with Oxford City Council, circulated in advance of the meeting, arising from his inspection of the Diamond Jubilee Pavilion on 24 May 2022. The inspection, arranged by the Vice-Chairman, had been commissioned by the Kidmore End Playing Fields Committee, which body, it was reported, would consider the report at its meeting on 13 July 2022.

RESOLVED: That the Kidmore End Playing Fields Committee be requested to implement the practical recommendations in the report by Mr A Solaja.

3.26 HELPING PARISHES TO TAKE CLIMATE EMERGENCY ACTION

The Council considered a report (22/23 - 6) by the Vice-Chairman about a webinar he had attended on helping parishes and community groups to take climate change action and suggesting the Council register an interest with South East New Energy.

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RESOLVED: That interest be expressed in further discussions with South East New Energy.

3.27 CHILTERNNS AREA OF OUTSTANDING NATURAL BEAUTY – PROPOSED EXTENSION

The Chairman reported that the group of parish councils, north and east of Reading, working together on the preparation of a case for extending the Chilterns Area of Outstanding Natural Beauty to cover most, if not all, of the Oxfordshire parishes between Reading and Henley-on-Thames, had given consideration to the cost of the campaign. The group was working on a funding formula, but, in the meantime, had asked participating councils to agree to the principle of a making a contribution.

RESOLVED: That, in principle, a financial contribution be made towards the cost of the campaign for extending the Chilterns Area of Outstanding Natural Beauty.

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APPENDIX

CHANGE TO OPERATING PROCEDURE OF PLANS SUB-COMMITTEE

Substitute the paragraphs below for the existing paragraphs “a” to “d”, and existing points “e” onward to be re-lettered.

- a The Clerk sends a link to the application, as soon as possible after receipt, to the member of Plans Sub-Committee covering the settlement concerned, copying the e-mail to all other members of the Sub-Committee.
- b The lead member of Sub-Committee, in consultation with the other members of the Sub-Committee (if felt appropriate), inspects site and seeks to alert neighbours of the site to the application and collect their views.
- c If felt appropriate by the member, or the Sub-Committee, the lead member requests the Clerk to refer the application to the full Council, and the Clerk seeks an extension of time from the District Council to allow this.
- d Otherwise, following consultation as necessary with Sub-Committee, the lead member submits appropriate comments to Clerk, for onward transmission to District Council.
- e If the application is referred to the full Council, the lead member provides a suggested response to the Clerk, for circulation to all councillors 3 clear days before the Council meeting.