

KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held at the Church Room, Kidmore End on Wednesday 18 September 2013 at 8.00pm and concluded at 9.50pm.

Present: R G McQuillan (Vice-Chairman, in the Chair), Ms C D Aldridge, Mrs S Hall, Mrs S J Hunter, I G C Pearson, T M Perchard, J A Swift QC, H Thresher, Mrs J M Williams.

Also present: K Bulmer (county councillor), M H Leonard (district councillor), R Simister (district councillor).

Apologies for absence were received from Ms S M Biggs, Ms K Foxtan, Mrs J E O'Sullivan.

4.01 MINUTES

The Minutes of the meeting held on 17 July 2013 were taken as read, confirmed and signed as a correct record. The Clerk reported that a member of the public had challenged the accuracy of Minute 3.05.

4.02 REPORT OF COUNTY COUNCILLOR

The Council noted 2 written reports by Mr K Bulmer, the county councillor for the Goring division, which covered:

- the retention of the present home to school transport arrangements for at least another year;
- the work of his Council with the district councils and business to produce a City Deal, based around the knowledge economy of Oxfordshire;
- further reductions in Government funding for local authorities;
- consultation on the local transport plan.
- the appointment of BT as provider for a multi-million pound investment in the County's broadband network;
- his Council's winter highways' maintenance programme.

The Chairman welcomed Mr Bulmer to the meeting. Mr Bulmer re-inforced points about the programme for high-speed broadband across the County, the provision of salt/grit bins as part of winter planning and the City Deal. He referred to the imminent long term closure of Whitchurch Bridge for repairs and advised that he had agreed to the repainting of the zig-zag road markings outside Kidmore End School, the cost being met from his Councillor Community Budget.

4.03 REPORT OF DISTRICT COUNCILLOR

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

- changes to permitted development rights already agreed and further changes proposed, for example the conversion of redundant agricultural buildings into residential or school use;
- his Council's amnesty for those who used brown bins (for garden refuse) but had yet to pay the subscription for the collection service.

A Member commented that he had ordered a brown bin, but it had yet to be delivered

4.04 REPORT OF AREA BEAT OFFICER

The Clerk had circulated reports by PCSO C Boyes of the Thames Valley Police for July and

August 2013, covering parking issues in Chalkhouse Green Road, fly tipping in the same road, and a burglary non-dwelling in Tanners Lane, Chalkhouse Green. He also referred to an event held on 18 July 2013 concerning the vulnerable person list.

The Council received newsletters, for August and September 2013, issued by the Henley Sector Neighbourhood Team of the Thames Valley Police. These mentioned offenders convicted for a range of crimes across the Sector.

4.05 OPEN SESSION

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

- Mr A K Martin of Wyfold Road, Gallowstree Common marked the 40th anniversary of the Clerk's appointment, paid tribute to the Clerk and presented him with a gift, in recognition of his service, to which present and past councillors, and others, had subscribed: the Clerk responded appropriately;
- Mr L Lee of Highdown Avenue, Emmer Green advised that he had been approached by the District Council about the possible inclusion of his land off Highdown Avenue and Gravel Hill in the District Council's Local Plan;
- Mr Lee referred to a telephone conversation between a parish councillor and the Chairman of the Emmer Green Residents Association, mentioned in the letter from the Association reported at the last meeting, and argued that the un-named councillor had acted inappropriately.

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

(cf 3.05/13) The Clerk reported informal contact with the Chairman of the Emmer Green Residents' Association about the volume of responses received by the Association opposed to the possible development, by Mr L Lee, of his land off Gravel Hill and Highdown Avenue, Emmer Green. The Chairman had been unable to provide a firm figure, but suggested that a majority of the Association's members living near the site had done so.

4.07 COMMUNITY GOVERNANCE REVIEW

(cf 3.06/13) The Chief Executive of the District Council, by letter, circulated the draft terms of reference for the Community Governance Review, to be undertaken under the provisions of the Local Government and Public Involvement in Health Act 2007. The draft terms included a request by Sonning Common Parish Council to amend the boundary in the vicinity of Chiltern Edge School, so that the school was included in that Parish and a minor adjustment of the boundaries of this Parish with Eye & Dunsden and Sonning Common at the junction of Kennylands Road and Peppard Road. The draft terms also set out the criteria against which proposals would be considered. Comments were invited by 30 September 2013.

4.08 KIDMORE END PLAY AREA

(cf 3.07/13) Members were reminded that, shortly after the last meeting, Wicksteed Leisure Ltd had submitted an invoice for the works undertaken to refurbish the Kidmore End Play Area, in the sum of £39,253 including VAT. This was not the full contract sum, because some works remained uncompleted.

The Chairman of the Council and the Clerk believed that the contractors might want some payment before the next meeting of the Council. At that time, the Council had cash assets of c£25,000. The second payment of the precept would be received on 1 October 2013. However, as an invoice had been received from the contractor, the promised grants could be claimed from the District Council and LEADER.

The Chairman of the Council and the Clerk felt that a good way forward would be to offer the contractors a payment on account, with the balance when the grant funds were to hand. Following informal discussions

with other Members, the Chairman of the Council approved, as a matter of urgency, and notwithstanding Financial Regulations, a payment of £20,000 to Wicksteed Leisure Ltd. The payment was made during August 2013.

A claim had been submitted to the District Council for the relevant portion of the promised grant. The District Council had requested sight of a safety inspection report in respect of the refurbished facility. PlaySafety Ltd had been commissioned to carry out the inspection, and had submitted a report. This had identified some relatively minor matters, eg backfilling the gap between the grass and the gravel boards containing the new path, and these had been addressed by the Chairman of the Council and Ms C D Aldridge. As a result, it seemed likely that the District Council would release £19,625 of the promised grant later in September 2013.

Volunteers, notably Ms Aldridge, had cleared nettles, scrub and tree suckers from the north east and south west corners of the Play Area.

The refurbished facility had been formally re-opened at a village picnic on 7 September 2013, attended by the Chairman of the District Council and Lord and Lady Phillimore.

RESOLVED: That the action of the Chairman, in respect of the "on-account" payment to Wicksteed Leisure Ltd and arranging the safety inspection, be approved and confirmed.

4.09 AUDIT OF ACCOUNTS

(cf 3.10(iv)/13) BDO LLP gave notice that the audit of the Council's accounts for the year ended 31 March 2013 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 to its attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

4.10 ST JOHN THE BAPTIST, KIDMORE END - CHURCHYARD

(cf 3.15/13) In a letter, the Secretary of the Parochial Church Council thanked the Council for its contribution towards the cost of maintaining the churchyard at St John the Baptist, Kidmore End.

4.11 RECREATION GROUND, GALLOWSTREE COMMON

(i) Water supply

(cf 3.24/13) The Clerk reported on discussions between the Council's solicitors and Messrs Mercers, solicitors for the Phillimore Estate, over some of the terms of the easement for the water supply pipe for the Recreation Ground at Gallowstree Common.

(ii) Cricket sight screens

By letter, Mr J McLean of The Hamlet, Gallowstree Common, requested that the cricket sight screens be not left at the Recreation Ground, immediately behind his home, as they blocked the view from the back of his home. He had asked the Cricket Club to move them elsewhere, so as not impede anyone's view, but the Chairman of the Club had not acquiesced.

The Chairman of the Council had sought the views of the Playing Fields Committee, in order to inform the Council's consideration of the matter. The Committee had expressed the opinion that the sight screens were best left in their present position, for a number of reasons, eg their security and the direction of the prevailing wind. In light of the Committee's advice, it was

RESOLVED: That the concerns expressed by Mr J McLean be passed on to the Cricket Club, with a request that the Club consider other sites for the sight screens, but that the Club be not compelled to

move the screens.

(iii) Grant for Pavilion from District Council

The Clerk reported that the Grants Officer of the District Council had requested information about use of the Diamond Jubilee Pavilion, in order that her Council could monitor the return on investment of the grant it had made towards the project to demolish the old pavilion and build the current premises. The Clerk has supplied the requested information.

4.12 FINANCE

(i) Balances

The Clerk reported that balances at the bank totalled £6,110.11.

(ii) Accounts for payment

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

Ms S M Biggs – Sponsor’s sign for Kidmore End Play Area	£16.00
South Oxfordshire District Council – Emptying dog hygiene bin	£12.58
Wicksteed Leisure Ltd – Refurbishment of Kidmore End Play Area	£39,253.25*
BDO LLP – Audit fee	£402.00
Henley Signpeople – Signs for Kidmore End Play Area	£30.00
Playsafety Ltd – Inspection of Kidmore End Play Area	£474.00
SAS Landscaping – Work to willow tree at Kidmore End pond	£120.00
Playing Fields Committee – Grant 2013/14	£840.00

(* £20,000 already paid to Wicksteed Leisure Ltd – see Minute 4.08)

4.13 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the following applications had been permitted conditionally:

extension of time for implementation of planning permission for 2-storey extension to side elevation at Field Close, Wood Lane, Kidmore End;
part retrospective and part proposed application for erection of new double carport, to include revised ridge length, omission of 2 windows and proposed log store and garage doors at Cherry Trees, Tokers Green Lane, Tokers Green;
erection of 2-storey 6-bedroom replacement dwelling and detached double garage at Leawood, Tanners Lane, Chalkhouse Green;
proposed single storey extensions at Red Roof, Beech Road, Tokers Green;
construction of 2-storey rear extension at Oak Tree House, Tokers Green Lane, Kidmore End;
enclosing a canopy, install air source heat pump, install electrically operated gates and erect garden shed at Collegewood Barn, Cane End;
removal of existing 2-storey extension to be replaced with new 2-storey and single storey extensions, existing windows to be replaced, new porch added at Milton Cottage, The Hamlet, Gallowstree Common;

and that the application for erection of 2-storey side extension to form granny annexe at Astwell, Butlers Orchard, Kidmore End 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:

construction of 2-storey rear extension at Oak Tree House, Tokers Green Lane, Kidmore End;
replacement dwelling with garage following demolition of existing house and outbuildings at Oakridge Farm, Wood Lane, Kidmore End;
removal of existing 2-storey extension to be replaced with new 2-storey extension and single storey extension, existing windows and doors to be replaced, new porch added at Milton Cottage, The Hamlet, Gallowstree Common;
demolition of detached house, erection of detached house and detached garage at Leawood, Tanners Lane, Chalkhouse Green.

(iii) Applications

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

RESOLVED: That the comments be made on the application for extensions and alterations to provide bedrooms and bathrooms in roof plus increase to kitchen, utility and lounge at Merrymead, Rokeby Drive, Tokers Green for M J Winter "No strong views – but first floor window should be fixed shut or have top vent opening only".

(Mr H Thresher disclosed a pecuniary interest in the matter, by virtue of his ownership of an adjacent property, and withdrew from the meeting.)

(iv) Planning appeal

In a letter, the Head of Planning of the District Council advised that an appeal had been lodged against the refusal of the District Council to grant planning permission for erection of detached bungalow incorporating existing double garage on land between Collegewood Farm House and Collegewood Barn, Cane End. The appeal was to be decided by the inspector reviewing written representations by the appellant and the District Council.

(v) District Council's Planning Committee

(cf 3.11(iii)/13) The Chairman advised that he had been unable to make representations at the meeting of the District Council's Planning Committee on 24 July 2013, about the application for erection of 2-storey, 6 bedroom replacement dwelling and detached double garage at Leawood, Tanners Lane, Chalkhouse Green. He had enlisted the help of a local resident to speak, on behalf of the Council, in opposition to the application, but that person had also been unable to attend the meeting.

(vi) Mayfield, Tanners Lane, Chalkhouse Green – Possible unauthorised development

By letter, the District Council's Head of Planning indicated that an enforcement officer would visit Mayfield, Tanners Lane, Chalkhouse Green to look into the possible unauthorised development there, viz the construction of the garage in materials other those approved in the planning permission.

(vii) Sonning Common Neighbourhood Plan

(cf 3.11(iv)/13) In an e-mail, the Policy Planning Team of the District Council gave notice that Sonning Common Parish Council had resubmitted an application to proceed with work on a Sonning Common Neighbourhood Plan. That Council had withdrawn its previous submission and had submitted a new application, which included areas of land within this Parish and the Parish of Rotherfield Peppard. The areas of land in the Parish were those agreed at the last meeting. Consultation on the application

would run from 6 September to 18 October 2013.

(viii) South Oxfordshire Local Plan

(cf 3.1(v)/13) By letter, the District Council's Head of Planning advised that the consultation on his Council's Local Plan: Sites and General Policies had been extended to 6 September 2013.

The Clerk pointed out that he was not aware of any comments by Members on the Sites and General Policies document.

(ix) Annual Chilterns AONB Planning Conference

In an e-mail, the Planning Officer of the Chilterns Conservation Board sent an invitation to be represented at the Annual Chilterns AONB Planning Conference, to be held at Princes Risborough on 9 October 2013. The conference fee was £30.

RESOLVED: That Mrs J M Williams be appointed to attend the Annual Chilterns AONB Planning Conference, her attendance being an approved duty for the purposes of expenses.

4.14 CLERK OF THE COUNCIL

In presenting her apologies for absence, the Chairman of the Council had congratulated the Clerk on his 40 years' service with the Council. Members echoed her sentiments.

4.15 DISTRICT COUNCIL'S BIG CLEAN-UP

The District Council's Head of Corporate Strategy had, by letter sent towards the end of July 2013, advised that her Council was continuing its "Big Clean-Up". Her Council's contractors would be coming to Tokers Green "in the next month", to undertake litter picking, sweeping and removing moss and weeds on pavements. Members commented that the proposed works had yet to happen.

4.16 OXFORDSHIRE COMMUNITY NETWORK

In a letter, the County Council's Deputy Director of Joint Commissioning announced the launch of the Oxfordshire Community Network, designed to improve access to information and advice, initially for those who are older, frail and vulnerable, so that they may live successful, independent lives in their own homes and remain an active part of their communities. The network would, in the longer term, comprise trained staff in each locality, supported by volunteers, linking to parish councils, the Police and other groups and agencies. Currently, the County Council was out to tender for the service.

The Clerk reported that the Chairman of the Council intended to invite a representative to attend a future meeting, to discuss how such a network could be developed locally.

4.17 PHARMACIES

(cf 9.14/12) By letter, the Pharmaceutical Contracts Service Manager of Thames Valley Primary Care Agency of NHS England advised that the application by Kosta Ltd for preliminary consent to provide NHS pharmaceutical services from premises in Sonning Common had been refused, as being neither necessary nor expedient

4.18 YOUNG ACHIEVERS AWARD SCHEME

With a letter, the Grants Officer of the District Council gave information about her Council's awards for young people who showed dedication in citizenship, the arts or sport. She asked for assistance with publicising the awards.

4.19 THE RURAL FAIR SHARE PETITION

In an e-mail, the Chief Executive of the Rural Services Network advised that the Network had mounted a campaign seeking a fairer settlement for rural local authorities in respect of Government funding. The Network sought support for a petition requesting the House of Commons to urge the Government to reduce the rural penalty (ie by which urban areas were said to receive 50% more support per head than rural areas) in staged steps by at least 10% by 2020.

4.20 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

The Council noted an update for members published by the Oxfordshire Association of Local Councils in August 2013, commenting particularly on the paragraphs about the nationally agreed salary award, for clerks and other parish and town council staff of 1% with effect from 1 April 2013.

4.21 KIDMORE END CEMETERY

The Clerk reported that an officer of the District Council had provided, to the Chairman of the Council, a copy of the conveyance by which the former Henley Rural District Council (which became part of the present District Council in 1974) acquired the land, in 1951, for the Kidmore End Cemetery. This showed, inter alia, that a right of way was granted solely to the Rural District Council to pass and repass along the line of the present path from Tokers Green Lane, Kidmore End, to the Cemetery. Further enquiries by the Chairman of the Council had established that the land over which the path passed was not registered at the Land Registry. However, local sources suggested that the land was owned by the County Council. The Chairman of the Council's enquiries continued.

In the meantime, it was reported that a person or persons unknown had cleared overhanging vegetation etc, from the path.

4.22 OXFORDSHIRE RURAL COMMUNITY COUNCIL

Members recalled that an invitation to attend the annual general meeting of the Oxfordshire Rural Community Council, held at Sutton Courtenay on 11 September 2013, had been circulated to them.

4.23 PARK LANE, CANE END

The Director for Environment & Economy of the County Council gave notice that Park Lane, Cane was to be closed between Horsepond Road and Reading Road from 30 September 2013, to enable gas main works to be undertaken. It was expected that the works would last 5 weeks.

4.24 HENLEY TRIATHLON

Mr N Copeland reported, by e-mail, on the difficulties he had faced in attempting to drive from Nettlebed to his home on the day of Challenge Henley, 8 September 2013, because of road closures to facilitate the cycling element of that event.

The Clerk advised that the Chairman of the Council would be attending a review meeting about the event, arranged by John Howell MP, later in the month.

4.25 APPOINTMENT OF OFFICERS, SUB-COMMITTEES AND REPRESENTATIVES

It was reported that Mr J A Swift had resigned as one of the Council's representatives on the Playing Fields Committee. As a matter of the urgency, the Chairman of the Council had appointed Mr I G C Pearson as a representative on the Committee, vice Mr Swift.

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

4.26 PLAYING FIELDS COMMITTEE

The Chairman reported that the Playing Fields Committee had met on 4 September 2013, when it had, in addition to items referred to elsewhere in these minutes,

- discussed the charges for hiring the Pavilion: the rates charged for similar premises were to be researched;
- agreed to install equipment in order to monitor electricity consumption by individual items of plant etc in the Diamond Jubilee Pavilion, as overall consumption was proving to be high;
- discussed the finances of the Committee, in the light of current cash-flow difficulties.

4.27 TRANSPORT SUB-COMMITTEE

The Clerk advised that the Chairman of the Council was in contact with the County Council's Adverse Weather Manager about the provision of bulk salt bags and salt bins. In presenting her apologies for absence, the Chairman of the Council had advised that she had contacted the new head teacher of Kidmore End School about parking issues and that the zig-zag markings at the entrances of the school were to be repainted.

Mr J A Swift reported on his approaches to the relevant authorities about the enforcement of speed limits in the Parish.

4.28 KIDMORE END POND

It was reported that a branch had fallen from the large willow tree at Kidmore End pond into the highway in Kidmore Lane. The Police had been alerted to the matter, and had arranged for the debris to be removed.

Subsequently another significant branch was observed to be cracked and posed a danger of damage if it fell. The Chairman of the Council, as a matter of urgency, and notwithstanding Financial Regulation 11.1, had arranged for Mr S Stokes of Kidmore End to remove the branch.

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

4.29 MEETINGS, CONFERENCES ETC

Mrs J A Williams reported on meetings concerning the Sonning Common Neighbourhood Plan.