

KIDMORE END PARISH COUNCIL

Minutes of a meeting of the Parish Council held in the Diamond Jubilee Pavilion, Gallowstree Common Recreation Ground on Wednesday 17 July 2024 at 7.30pm and concluded at 9.10pm.

Present: Dr C D Aldridge (Chairman), A P Bowley, Ms D V C Page, N A E Room.

Apologies for absence were received from A P Harland, D P Malaperiman, Ms J P M Mather, I G C Pearson, G J Readings, P H Dragonetti (district councillor).

3.01 MINUTES

The Minutes of the meeting held on 19 June 2024 were taken as read, confirmed and signed as a correct record.

3.02 REPORT OF DISTRICT COUNCILLOR

Mr P H Dragonetti, the district councillor for the Kidmore End & Whitchurch ward, had, in presenting his apologies for absence, submitted a report, which had been circulated, covering

- his Council's capital grant scheme for voluntary and community organisations, whereby a total of £320,00 was available, in the financial year 2024/25, for projects that would help improve people's quality of life;
- the consultation by Thames Water on the proposed South East Strategic Reservoir Option;
- recent decisions taken by his Council's Cabinet;
- summer holiday activities, organised by his Council's Active Communities' Team, for children, teenagers and families;
- the impact locally of the change in [national] Government;
- progress with the development of the Local Plan.

3.03 OPEN SESSION

During the Open Session, Mr M Jan-Janin of Dysons Wood, Tokers Green, expanded orally on his request for funds to be set aside for repairs to the retaining wall at Tokers Green pond and for removal of the silt which had accumulated in the pond (see Minute 3.15 below). Members encouraged Mr Jan-Janin to liaise with Mr A P Harland regarding the project.

3.04 MEMBERSHIP OF THE COUNCIL

(cf 2.03/24) It was reported that the District Council's Returning Officer had advised that no election had been called to fill the vacancy caused by Ms C Mason ceasing to be a councillor. It was, therefore, open to the Council to fill the vacancy by co-option.

3.05 WEBSITE

(cf 2.04/24) Members were invited to discuss with the Webmaster, after the meeting, any difficulties they had faced following the migration of their e-mail accounts to the new host.

3.06 GALLOWSTREE COMMON RECREATION GROUND

(i) Trees

(cf 2.05(ii)/24) It was reported that Kidmore End Cricket Club was seeking quotations for the cutting back of some trees growing in The Slip (the land to the east of the Gallowstree Common Recreation Ground) (see also Minute 3.17 below).

(ii) Hedge

(cf 2.05(iii)/24) It was reported that one quotation had been received for the removal of ivy from the aged hawthorn tree, in the boundary hedge of the Recreation Ground, near the vehicular entrance, raising its crown, and to raise the crown of, and remove epicormic growth from, the nearby norway maple. Other quotations were being sought.

3.07 OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS

(cf 2.12/24) The Chairman reported that she had attended the annual general meeting of the Oxfordshire Association of Local Councils, when she had received the prize given by the Association for the name of its new logo. She passed the prize, a copy of the 13th edition of "Arnold-Baker on Local Council Administration", to the Clerk for safekeeping.

The Chairman advised that that, at the annual general meeting, the Association had decided to consult on significant increases to membership subscriptions, in the face of the Association's declining financial position.

The Council noted the update for members published by the Association in June 2024, in particular the paragraphs about training courses.

3.08 TEMPORARY ROAD CLOSURES

(cf 2.16/24) With an e-mail, an officer of the County Council gave notice of the temporary closure of Horsepond Road, between Cane End and Gallowstree Common, under the Road Traffic Regulation Act 1984, on 9 September 2024, for replacement off telegraph poles.

3.09 FINANCE SUB-COMMITTEE

The Council received the minutes of the meeting of the Finance Sub-Committee held on 8 July 2024.

RESOLVED: 1 That the report of the external auditors for year ended 31 March 2021 be received and noted.

2 That the following grants be made in the financial year 2024/25:

- Enrych Oxfordshire - £250
- Home Start Southern Oxfordshire - £250.

3 That the Chairman of the Council's attendance at the annual general meeting of the Oxfordshire Association of Local Councils be an approved duty for the purposes of expenses.

3.10 FINANCE

(i) Balances

The Clerk reported that balances at the bank totalled £90,444.07.

(ii) Accounts for payment

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

Shield Maintenance Ltd – Emptying dog hygiene bin	£13.26
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Oxfordshire County Council – Vehicle speed survey	£228.00
Dr C D Aldridge – Printing Parish Newsletter (reimbursement)	£46.00
Enrych Oxfordshire – Grant	£250.00
Home Start Southern Oxfordshire – Grant	£250.00
Moore – AGAR reminder fee	£48.00
Dr C D Aldridge – Expenses in attending OALC AGM	£20.80
Kidmore End Playing Fields Committee – Hire of Pavilion for meetings	£121.50
R F Penfold – Salary net of Income Tax	£174.95
HM Revenue & Customs – Income tax deducted	£116.63

(iii) Payment of accounts

As the Council was not due to meet in August 2024, it was

RESOLVED: That, notwithstanding Financial Regulations 5.2 and 6.3, the Chairman and Vice-Chairman or Chairman of the Finance Sub-Committee be authorised to approve accounts received before 21 August 2024, for payment out of meeting.

(iv) Budget monitoring

The Council noted a report of the Clerk showing expenditure, up to 30 June 2024, against the approved budget for 2024/25. The report showed a predicted underspend at year end of £1,758, excluding capital payments and if the Council otherwise spent in accordance with the budget.

3.11 CONSULTATION ON PLANNING MATTERS

(i) Decisions

The Council noted that the following application

new vehicular access at Kano, Wood Lane, Kidmore End

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 extension to rear, alterations to rear central dormer, proposed roof light at front, proposed dormer windows to front and rear roof slopes, and new glazed openings, of detached garage and proposed new render and glazing at Church View, Tokers Green Lane, Kidmore End;
replace conservatory at rear with 2 storey extension, and alteration to front porch, at Elmhurst, Elm Road, Tokers Green.

(iii) Applications

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

RESOLVED: That the flowing comment be submitted in respect of the applications listed below:

<u>Application</u>	<u>Comment</u>
Installation of an air-source heat pump at Stanley	The Council supports the installation of

Cottage, The Hamlet, Gallowstree Common

green technologies which will reduce energy use and help to mitigate climate change

Double storey rear extension with apex window and Juliette balcony at Farthings, 15 Tanners Lane, Chalkhouse Green

The Council has no strong views on this application, but notes that the new first floor windows will be bigger than the existing windows, and will thus increase overlooking of the neighbour's garden

(iv) Summer Cottage, Cane End – various works etc

The Chairman and Clerk referred to correspondence between residents of Cane End and the District Council's Senior Enforcement Consultant about works undertaken, and planning condition discharges relating to, Summer Cottage, Cane End.

3.12 CLEANING ROAD SIGNS

The Council noted an invitation from the County Council's Volunteer Coordination Officer – Environment and Place, to encourage residents to volunteer to clean road signs on unclassified roads subject to speed limits of up to 30mph.

RESOLVED: That volunteers to clean road signs be sought via the Parish Newsletter.

3.13 DESIGNATION OF TRAFFIC SENSITIVE STREETS

The County Council's Head of Network Management, Highways and Operations, advised, by e-mail, of the consultation by his Council on its proposed designation of certain streets in the County as traffic-sensitive, which would run until 26 July 2024. Traffic-sensitive streets were those where roadworks had the potential to cause significant delays and disruption to road users.

3.14 DOG WASTE BINS

Ms L Heaver of The Hamlet, Gallowstree Common suggested, by e-mail, that further dog waste bins be installed in Gallowstree Common, eg in the entrance to New Copse in The Hamlet. Mindful that the Council could only install such bins on its property, or on publicly owned land with consent, it was

RESOLVED: That Ms Heaver be advised to approach the managers of New Copse, the Woodlands Trust, about the provision of a dog waste bin in the entrance to New Copse from The Hamlet.

3.15 TOKERS GREEN VILLAGE GREEN AND POND

(cf 8.06/24) In an e-mail accompanied by photographs, Mr M Jan-Janin of Dysons Wood, Tokers Green requested the Council to set funds aside for repairs to the retaining wall at Tokers Green pond and for removal of the silt which had accumulated in the pond. He explained that the silt resulted from the highway drains discharging into the pond, and claimed that this was as a result of the highways' authority not clearing any catch pits in the drains. Mr Jan-Janin advised that he would submit a fuller report to the next meeting.

Members commented sympathetically on the request. The Clerk indicated that he would again raise the issue of drain clearance with officers of the highways' authority.

3.16 MYVISION, OXFORDSHIRE

By e-mail, the Fundraising Officer of MyVision Oxfordshire requested the Council to consider making a donation to the cost of the organisation's Community Engagement Project, which sought to ensure that the 24,000 visually impaired people in the County could access the organisations services.

RESOLVED: That consideration of the request be deferred to later in the financial year.

3.17 KIDMORE END PLAYING FIELDS COMMITTEE

Mr A P Bowley reported orally that the Kidmore End Playing Fields Committee had met on 8 July 2024. The Committee had been advised that Kidmore End Cricket Club had

- submitted a claim to its insurers for the apparent loss of water at the Diamond Jubilee Pavilion during the summer of 2023, and expected, when the claim was paid, to pay the balance of its bill for the use of the Recreation Ground in 2023 as a result;
- sought quotations from arborists for the cutting back of branches on the trees in the Slip which impeded the use of the cricket sight screens.

It had also been confirmed that the Committee had successfully migrated to EDF for electricity supplies.

3.18 AMENITIES SUB-COMMITTEE

It was reported that one quotation had been received for a range of remedial works to the play areas at Gallowstree Common and Kidmore End, identified as a result of inspections earlier in the year. Further quotations were being sought.

RESOLVED: That consideration of quotations for remedial works at the play areas at Gallowstree Common and Kidmore End be deferred to the next meeting.

3.19 COMMUNITY INFRASTRUCTURE SUB-COMMITTEE

The Chairman referred to a request from a resident that the Council consider siting a picnic bench at Kidmore End pond, in place of the existing bench. The Chairman suggested that the project be added to the list of projects being progressed for possible support from the Community Infrastructure Levy monies.

RESOLVED: That the provision of a picnic bench at Kidmore End pond be added to the adopted list of projects being progressed in connection with the Community Infrastructure Levy monies held by the Council.

3.20 TENURE OF CRICKET CLUB WORKING PARTY

The Council considered a report (24/25 - 5) from the Tenure of Cricket Club Working Party asking the Council, on the advice of the solicitors retained to support the exercise, to procure a comprehensive survey of the Diamond Jubilee Pavilion, with a view also to assessing the cost of cyclical maintenance of the premises. The Working Party estimated that the cost would be c£2,000 + VAT.

The Council discussed informally the progress of the negotiations with Kidmore End Cricket Club on the heads of terms for the proposed lease of the Recreation Ground and Pavilion to the Club.

RESOLVED: 1 That qualified surveyors be commissioned to to perrform a comprehensive survey of the Diamond Jubilee Pavilion, in order to provide

- a detailed report on the current state of the pavilion, highlighting any existing issues or areas of concern.; and
- an evaluation of the cyclical maintenance needs, outlining the expected maintenance tasks and their frequency over time.

2 That the cost of the survey be met from the budget provision for "Unspecified Projects".

3.21 DIAMOND JUBILEE PAVILION, GALLOWSTREE COMMON RECREATION GROUND

(i) Photographs

An elector of the Parish had enquired of the Chairman, following visiting the Diamond Jubilee Pavilion in its role as a polling station on 4 July 2024, as to the whereabouts of the photographs relating to the former Kidmore End Football Club, which photographs had previously been displayed in the Pavilion.

RESOLVED: That the enquiry be referred to the Kidmore End Playing Fields Committee.

(ii) Biodigester

The Council considered a report (24/25 - 6) of the Clerk, to enable it to consider a request of the Kidmore End Playing Fields Committee about the overhaul and servicing of the foul waste biodigester serving the Diamond Jubilee Pavilion in the Gallowstree Common Recreation Ground.

RESOLVED: 1 That the cost of the overhaul of the biodigester serving the Diamond Jubilee Pavilion in the Gallowstree Common Recreation Ground be met from the budgetary provision in the current year for Remedial Works to the Pavilion and Unspecified Projects.

2 That the cost of the service contract for the biodigester in the current financial year be met for administrative convenience, the cost to be reclaimed from the Kidmore End Playing Fields Committee by means of a reduced grant.

3 That the contract for the overhaul of the biodigester be let to Kingspan Water & Energy Ltd, in accordance with the Company's quotation, under the relaxation in Financial Regulations 11.1 (a) (iii),

3.22 BIODIVERSITY NET GAIN

The Council considered a report (24/25 - 7) of the Chairman on the Council's duty in respect of biodiversity and the concept of biodiversity net gain.

RESOLVED: 1 That a sub-committee, comprising the Chairman and Ms D V C Page, together representatives of the Plans and Amenities Sub-Committees, be established to draft a biodiversity policy, for consideration at the next meeting.

2 That volunteers be sought to undertake nature audits in the Parish.

3.23 MEETINGS, CONFERENCES ETC

Ms D V C Page advised that she would attend the meeting of Henley-on-Thames Town Council's Townlands Steering Group, to be held on 22 July 2024, about the future of the services available at the Hospital and the closure of the short stay beds there.