

## **Dorchester-on-Thames Parish Council**

The Monthly Meeting of the Parish Council was held in the Village Hall on Wednesday 13<sup>th</sup> April 2016 commencing at 7.30 p.m. The Chairman, Cllr Chris Hill presided; also present were Cllrs. Oliver Margison, Mike Rimmer, and Mark Williams (Vice-Chairman) with G Russell in attendance. Present for part of the time were County Councillor Lorraine Lindsay-Gale and 4 members of the public.

### 1/4 Chairman's opening remarks and apologies for absence

Apologies for absence were accepted from Val Howells and Keith Russell. The Chairman said that after discussion with the Clerk the agenda for the meeting has been changed with the aim of completing the Council's business more quickly. These changes include having planning applications discussed earlier in the meeting, asking for routine matters where no decision is required to be reported prior to the meeting so that they can be noted in advance, and requesting that only urgent business matters are raised in the slot previously described as 'Any Other Business'. No decisions can be taken on any matter that has not previously be included on the agenda. The agenda now carries estimated timings which will help the Council to judge the pace at which business is being completed. Meetings should take no more than two and a half hours.

The Chairman thanked Cllrs Val Howells and Mike Rimmer for agreeing to 'mentor' the two newly-co-opted members of the Parish Council.

### 2/4 Public Participation

Nigel Oddy, owner of The White Hart Hotel, and Tony Herring, his architect, said that they have reviewed the existing planning application to take account of all the comments that have been received. The main changes are that the number of new dwellings is reduced from three to two and they have been relocated to face Queen Street rather than the path between the hotel and the village hall. The whole of the existing hotel will be retained and improved although the number of bedrooms will be reduced by four, as six small existing rooms are converted to form two luxury suites. A new planning application will be submitted after this new informal consultation process has been completed.

### 3/4 Declarations of Disclosable Pecuniary Interest

There were none but Cllr Mark Williams said that he would take no part in any discussion which involved a quote from Berinsfield Community Business.

### 4/4 Minutes of the Meeting held 9<sup>th</sup> March 2016

After the word 'exiting' was changed to 'existing' in Minute 9/3a, the minutes as circulated were approved and signed as a true record.

### 5/4 Matters Arising from the Minutes

#### a. Correspondence with Father John;

The Parish Council has been contacted by John C Scanlan, Property Administrator, Archdiocese of Birmingham. Hopefully a site meeting will be held before the end of April. The Council's advisors have offered to be there if required. The Clerk distributed some old photos of the site, and also a letter dated in 2008 from Ann Johnstone whose family had once owned 13 Bridge End.

#### b. Pavilion Development;

The Sports Club has agreed that a structural engineer should look at the footings of the existing building. Cllr Margison said that he would get an estimate which would probably be around £200.

c. Status of Neighbourhood Plan;

The documents were submitted by the end of March. There will be a report in Dorchester News.

d. Arrangements for Annual Parish Meeting;

John Taylor has accepted the Council's invitation to speak about PAGE. Sue Graney will be asked if she would prepare an A4 poster similar to last year's in order to publicise the meeting, which will take place on Tuesday 3<sup>rd</sup> May.

e. Traffic speed management;

The repeater sign on Dorchester Bridge has been replaced.

#### 6/4 Parish Council Vacancies

The Parish Council agreed to co-opt Rob Ballantyne and Viviane Quirke to fill the two available vacancies. Rob Ballantyne signed the Declarations of Acceptance of Office and joined the Council with immediate effect. Viviane was unable to attend this meeting. It is planned that she join officially at the Council meeting on 11<sup>th</sup> May.

#### 7/4 District Councillor's Report

A written report from District Cllr John Cotton has been circulated.

#### 8/4 County Councillor's Report

A written report from County Cllr Lorraine Lindsay-Gale has been circulated.

#### 9 Planning:

##### a. Applications

P16/S0982/HH 28 Abingdon Road; Alterations to roof of existing detached garage to provide home office accommodation above

Cllr Oliver Margison proposed that the Council should take No Strong Views on this application. This was seconded by Cllr Mark Williams and unanimously agreed.

P16/S0905/HH 3 The Limes; Two single storey extensions.

(The applicant was present at the meeting to provide further information if required)

Cllr Oliver Margison pointed out that the proposal would result in the building line being brought closer to the road. He proposed that the Council should take No Strong Views on this application. This was seconded by Cllr Mike Rimmer and unanimously agreed.

P16/S0833/HH 3 Wittenham Lane; Proposed first floor extension to existing residential dwelling. The applicant had written to the Council explaining that the extension is required to provide accommodation for a Live-in carer.

Cllr Oliver Margison proposed that the Council should take No Strong Views on this application. This was seconded by Cllr Mark Williams and unanimously agreed.

##### b. Other Planning matters

i. Details of CIL from 1<sup>st</sup> April have been included in the folder for circulation.

ii. The Need not Greed campaign information had been circulated the previous month. The Council was asked to support a motion reading, 'The Council notes the correspondence from the Need not Greed Coalition and its concerns that the Local Enterprise Partnership's original "Strategic Economic Plan" (SEP) was not consulted upon nor debated in any full local authority meeting. The Council acknowledges the current SEP "refresh" and the implications it may have for future growth in the area, and resolves to respond to the

consultation.' This was proposed by Cllr Mike Rimmer, seconded by Cllr Mark Williams and unanimously agreed.

The consultation period for the SEP Refresh runs from 21<sup>st</sup> April to 20<sup>th</sup> May. Further information is available at [www.oxfordshirelep.org.uk](http://www.oxfordshirelep.org.uk)

#### 10/4 Finance:

Bank balances

NatWest Reserve Account 30<sup>th</sup> March 2016 £47,852.20

NatWest Current Account 30<sup>th</sup> March 2016 £49,531.67

£97,383.87

The following cheques were approved and signed:

Cherwell Roofing Ltd (pavilion roof repairs) £5,220.00

SODC (Dog waste bin service) £226.04

Simon Escreet – Land & Property Register £332.00

G F Hobbs (Recreation Ground Hedge Cutting) £198.00

Sue Graney (cylinder cleaner for Pavilion) £219.01

Total Pest Control (UK) Ltd (Abbey View Meadow three months) £66.00

SODC Cemetery Business Rates £137.94

Thames Water (Dec – Mar Sports Ground & Allotments) £344.02

Geoff Willis (Village handyman 5 weeks) £341.25

G Russell (Clerk salary) £538.82

£7,623.08

#### 11/4 Correspondence with Chairman and/or Clerk

a. Complaints about dog waste; The Clerk said he is still receiving complaints. He recommended a new dog waste bin in the Recreation Ground near the Oxford Road entrance and a dog waste bag dispenser unit by the litter bin at the top of Manor Farm Road. The cost would be in the region of £500. This was agreed.

b. Some residents are very distressed by unsolicited visits from cold callers. They have been recommended to use the forthcoming 'Have your Say' meeting (Friday 15<sup>th</sup> April) to raise the matter. The Neighbourhood Watch team is also aware of the problem. The Clerk has asked the PCSOs to provide a selection of information including door stickers at the Annual Parish Meeting in May.

c. Councillors have recently seen a lot of correspondence on the subject of local government re-organisation but, for the time being, do not wish to hold a formal discussion on this matter.

d. Oxford Flood Alleviation Scheme; papers are being circulated.

e. Oxfordshire Playing Fields Association (OPFA) info sheets; the Clerk will forward these to all interested parties.

f. Parish Path Warden; The Oxfordshire Rambler, Oxford Field Paths Society and the Countryside Access Team of Oxfordshire County Council are keen that every parish in the County should have a Parish Path Warden (PPW). If there is a member of the Parish Council who has that responsibility the Area PPW Network Co-ordinator will provide official guidelines. It was agreed to wait until all the councillor responsibilities have been allocated, hopefully at the May meeting.

g. Building work at 2 Oxford Road. Mr and Mrs Lochhead have an extension being built to the rear of their home and require access via the Recreation Ground. Neither the Sports Club nor Cricket Club have raised any objection and the Parish Council agreed to the Lochheads' request provided that no vehicle larger than 3.5 tons accesses the field and that

any damage that may occur is made good to the satisfaction of both the Sports Club and the Parish Council's grass-cutting contractors.

h. Rear Admiral Myres had written to draw the Council's attention to an apparent 'change-of-use' of land adjacent to the fishing lake along part of Abingdon Road. He asked if the Parish Council would enquire about the planning status of the property.

#### 12/4 Routine Reports:

##### a. Sports Club Pavilion & Playground;

The Parish Council approved a request for permission to place a bench in the Recreation Ground in memory of the late Peter Andrew. It was agreed that the Sports Club and Cricket Club should be asked to agree the exact location with Peter's family.

The cost of carrying out a thorough clean of the inside of the Pavilion was estimated to be £390 with some necessary repair work to be added to this figure. The Parish Council agreed that up to £500 could be spent on this project. The Sports Club has offered to make a contribution.

##### b. Closed Churchyard

The Council noted a previously-circulated email from Keith Russell in which he had reported on the appointment, for the first time, of a contractor to control the activities of the moles living in the closed churchyard.

#### 13/4 Proposal to remove earth bank from Cemetery

The Chairman has received three estimates for work to level the banking along the Page Furlong boundary of the Parish Cemetery and remove the surplus soil. After this work has been completed the area will be sown with grass seed and bulbs will be planted. The Council agreed to accept the estimate from G F Hobbs Plant Hire of Warborough, who had submitted the lowest figure, approximately £1,830 plus VAT

#### 14/4 Notice Boards; Tribute to Ethel Higgins

The Clerk has collected several catalogues and short-listed three suppliers to discuss with Alex Newman, Ethel's daughter, to make the final selection.

#### 15/4 Discussion on Village Website with new site supervisor, Dan Duke

Dan reported that he has introduced social media <https://twitter.com/DorchesterOx> and <https://www.facebook.com/dorchesteronthames/>

From the analytics that he has now set up it is clear that at the moment visitors to the village use the website more than residents.

In an earlier exchange with the Clerk Dan said he would like to look into:

- Events calendar - much easier, and pulling in events from other sites automatically (e.g. The Abbey and Village Hall);
- Supporting local businesses - possibly each local business having a simple page with contact details and opening hours;
- Generally making the site easier to maintain and more dynamic;
- Marketing in the village - getting some form of logo that everyone can use, and is on the site. Also getting local businesses to be more aware the site is for them and the villagers just as much as it is for visitors.

#### 16/4 New Division of Responsibilities between Councillors

Those Councillors at the meeting noted the list from last year and the existing vacancies. There are some roles in which Claire Andersson and Sue Graney would like to continue – the Village Fireworks and Christmas tree for example.

#### 17/4 Land Registration

The new Application for the war memorial is now ready for resubmission.

18/4 Arrangements for The Queen's Birthday Celebrations 11/12 June

On behalf of the Parish Council Claire Andersson has been in contact with the Rector and will shortly be reporting progress to the Chairman and Clerk. The Council noted that South Oxfordshire District Council has offered a grant of £542 towards the cost of holding a community event. The simple application must be submitted by 3<sup>rd</sup> June.

19/4 Report on results of Village Bus Survey to date

Malcolm Corry has prepared an analysis of the 20 replies received so far but completed questionnaires are still being received and it was agreed to postpone discussion until the additional data has been examined.

20/4 Any Other Urgent Matters

Cllr Rob Ballantyne asked about future post office services in the village. No news has been received this year and the Clerk will make enquiries.

The Meeting closed at 10.01 p.m.