

Dorchester-on-Thames Parish Council

The Monthly Meeting of the Parish Council was held in the Village Hall on Wednesday 15th October 2014 commencing at 7.30 p.m. The Chairman, Cllr Margot Metcalfe, presided; present were Cllrs. Ken Bryan, Maurice Day, Chris Hill, Mike Kitson and Mark Stevenson, with G Russell in attendance. Also present for part of the meeting was one resident.

1 Apologies for absence

Apologies were accepted from Cllrs Sue Graney and Mike Hill and County Cllr Lorraine Lindsay-Gale.

2 Declarations of Disclosable Pecuniary Interests

None

3 Public Participation

Vlaster Fordova of 23 Bridge End spoke about planning application P14/S3105/FUL 25 Bridge End which, if approved, would allow the reinstatement of first floor accommodation at the property, thus probably increasing the number of residents who would live there. Vlaster said that this would increase the demand for car parking in an area that is already congested and the application should be refused.

4 Minutes of the Meeting held 17th September 2014

The Minutes as circulated were approved after some corrections to typing errors.

5 Matters Arising from the Minutes

- a. Cllr Chris Hill confirmed that Mary Tame has approved the wording for the plaque to be placed beside the commemorative tree on The Green at Bridge End. The Clerk was asked to order something made in a nice metal like brass or similar.
- b. Location for Defibrillator; The Clerk will ask The White Hart.
- c. There has been no response from the residents of 32a – d High Street to the Chairman's letter about the renaming of this area.
- d. Cllr Graney had told the Clerk that the Pre-School Committee has not so far come forward to arrange next year's Fête so the opportunity could be offered to another village organisation.

6 District Councillor's Report

Nothing has been received from Marc Hiles.

7 County Councillor's Report

The monthly report from County Cllr Lorraine Lindsay-Gale had been received and circulated, including attachments with detailed information about the proposed expansion of Oxford south of Grenoble Road

The Clerk said that several weeks into the County Council's project asking for the Parish Council's assistance in a survey about the importance of the various public Rights of Way in the parish, the whole process has been questioned by the Open Space Society. Some councils, notably Henley Town Council, have said that they would not co-operate unless further information is received regarding the object of this programme. Dorchester Parish Council has already responded and The Clerk was asked to inform County Cllr Lorraine Lindsay-Gale about these new concerns.

8 Finance: Bank balances & payments

Natwest Reserve Account 30th September (interest £6.03) £47,816.30

Natwest Current Account 30th September £15,937.33

The Clerk reported that the Council has several funds due in the near futures include the second half of the annual precept, the VAT repayment claim and the MUGA grant. He was asked to prepare a year-to-date receipts and payments account as soon as these funds have been received.

The following payments were approved:

Data Systems Management LLP (new website)	£930.00
BDO LLP (audit)	£480.00
Town and Country Memorials Ltd (new plaque Joan Harrison)	£117.60
Thames Water (Allotments £87.44; Sportsground £59.08)	£146.52
Total Pest Control (Abbey View, three months)	£66.00
Geoff Willis (4 weeks)	£306.25
Neil Willis (8 hours)	£70.00
South & Vale Carers (donation)	£100.00
G Russell administration (A/S/O)	£164.80
G Russell salary	<u>£528.25</u>
	£2,909.42

Report from Auditors

The Auditors Report for the year ended 31st March 2014 has been received and noted.

There were no major comments but the Auditors have stated that the new MUGA should be included in the Asset Register for the current year.

The Notice advertising the Conclusion of the Audit will now be displayed for 14 days.

Review grass-cutting contract

Mark Williams of BCB has told the Clerk says that although parishes differ in the way that they ask contractors to quote for new grass-cutting work, they all supply the potential contractors with a detailed map(s) showing the areas that need to be cut. Dorchester Parish Council has not produced such a map for several years and the existing map will need to be reviewed. It should include details of the areas for which the County Council, SOHA etc take responsibility.

9. Correspondence and Other Business:

a. Sports Club Pavilion & Playground;

Cllr Chris Hill reported that some fencing has been placed behind the Pavilion which provides a secure area for the storage of goal posts etc.

The Council has received no further details about the Sports Club's plans to extend the building and to carry out alterations to the interior. The Clerk will contact Mike Stimpson.

Trevor Greenaway has been asked to assess the state of the roof and supply the Clerk with a price for any urgently needed repairs.

Geoff Willis will carry out the repairs to the perimeter fence of the play area that were suggested by the play safety inspector during his recent visit. The Clerk will contact the cricket groundsman, Kim Rockall, to see if he would be interested in taking on the play area grass.

b. Footpaths;

The pavement repairs following the damage done by the oil spill from a contractor's machine are now covered by the new work done to connect the high-speed broadband cabinet.

The footpath along the west side of Oxford Road has been closed by the County Council pending work to cut back overhanging vegetation. The Clerk will contact Mandy Bell, OCC Local Highways Representative, and enquire when this matter will be resolved.

BCB has scheduled November for the re-surfacing of the footpath section of Malthouse Lane. Litter bin fitting: within the next few days the Clerk is hoping to invite the representative of the company that may be able to fit the bins to visit the parish and prepare a quote that will cover all locations.

The working party from the Payback Scheme has started to tackle the tasks that were agreed with Diane Major. Clearance of the footpath running alongside Watling Lane was started but due to bad weather in the second week the team went to clear the paths down to the bus stop on the Oxford-bound carriageway.

c. Cemetery /Closed Abbey Churchyard;

All those councillors who have replied have given approval of the photo mock up of the proposed notice boards. It was agreed that these should now be ordered.

The Council considered a request for ashes burial for a former resident, Patricia Sermon, who had spent time in Dorchester-on-Thames as a member of the Land Army in the Second World War. The Council agreed that this request, which had been made by the great-nephew, Dominic Holroyd, should be granted Mr Holroyd would be asked if he could locate any papers or photographs among his great-aunt's possessions that could be copied and given to the Historical Society and/or Abbey Museum.

Councillors were told that the damage to graves and memorials caused by rabbits seemed to have recently got much worse. The Clerk will contact the Council's contractor, Craig Nickless, Wildlife Management Manager of ERS Environmental, and asked him for an up to date assessment of the current situation.

d. Allotments;

The Allotments Society AGM took place last month and Karen Hadley will become involved as a main contact between the Society and the Parish Council.

The orientation / display board describing the recent years of archaeological activity has now been installed.

e. Letters to Chairman and Clerk

The Chairman said that she had recently been informed that Group Captain Simon Paterson has succeeded Group Captain Nigel Green as base Commander at RAF Benson.

The County Council's consultation with parish councils and users about the future of the Mobile Library Service has begun and will last until the year end. It is thought unlikely that the service to Dorchester will be altered much but the Chairman urged everyone to take part to ensure that changes are kept to a minimum.

10. Planning

a. Applications

P14/S2748/LB and P14/S2747/FUL Crown House, 72 High Street

The Council had no strong views about this application and agreed that it would be guided by the District Council's Conservation Officer.

P14/S3110/HH 47 Watling Lane

The Council believes that the plans as presented represent overdevelopment of the site and should be opposed. The suggested location of the car parking spaces will have an unwelcome impact upon the street scene and the proposed cladding of the exterior is considered to be inappropriate for the Conservation Area

P14/S3105/FUL 25 Bridge End; Reinstatement of first floor accommodation

The Council agreed to recommend refusal. Throughout this process the Parish Council has been consistent about wanting no roof lights or upper floor, welcoming the original proposal that suggested relatively small dwellings to assist in the provision of some lower-cost, two-bedroom properties within the Parish

P14/S3091/HH 63 Abingdon Road

Due to an oversight this application had not been listed on the published agenda for the meeting and so the decision will not be made until the November meeting. The

Clerk will explain this omission to the Planning Officer and apologise for the inconvenience caused.

b. Neighbourhood/Community Planning Report/Bus Users Group

There was a meeting of the Group on 25th September and a detailed report has been submitted to 'Dorchester News'.

11. Parish Council Communications website and notice boards

The Council noted that there had been a payment of £360 paid by cheque on 2nd October to cover set-up and new hosting arrangements.

Cllr Sue Graney has submitted a short item to 'Dorchester News' about the new website and will shortly be meeting Ian Brace, Dorchester News editor, to discuss how best to represent the Parish Council's activities within the magazine

Steve Bragg from Data Systems Management LLP will be at Sue Graney's this Friday and the Chairman and Clerk will both go to meet him.

12 Handling Complaints

A model 'Grievance procedure' has been identified and will be circulated.

The Council reviewed the recent correspondence between the Chairman and Ashley Smith and agreed that the Chairman should send a brief reply repeating that the council's due process requires that if he wishes to progress the matter Mr Smith must make a formal complaint.

The Chairman confirmed that she had sent Ashley Smith a copy of the Council's Complaints Procedure on 23rd September.

13. Model Standing Orders

The Model Standing Orders need to be typed up and circulated for final approval.

14. Gilbert Scott Memorial / Bridge End phone box

John Fisher has now supplied an updated estimate for the repairs to the phone box in the sum of £920 plus cost of the special glass

The designer of the phone box displays has submitted an invoice for work done to date but this appears to be negotiable.

Members of the Steering Group hope to meet again in November.

15 Draft Flood Risk Management Strategy

Cllr Chris Hill has sent a personal response.

16 Registration of Parish Land

The Chairman has been working through the Minutes of the Parish Council preparing the evidence that will be needed to support the Parish Council's claim for ownership.

17 Result of Parking Survey

Cllr Chris Hill reported the headline results from the recent survey that had been carried out amongst residents of the High Street and adjoining areas. Out of the 240 questionnaires which had been distributed 73 had been returned, with 52 asking for some action to be taken. The suggestions varied between making greater use of traffic cones to the introduction of parking permits. Cllr Hill suggested that there should now be a meeting for all interested parties to discuss the results and debate some of the suggested actions. The Chairman asked him to write up his report of the survey and to get Cllr Stevenson to review the statistical analysis.

18 Winter Emergency Planning

Cllr Chris Hill reports that we have plenty of bags of salt left from last winter. The Clerk has checked the salt bins on either side of the bridge over Dorchester by-pass. Both are full, although the contents may have deteriorated somewhat over the past 12 months, especially in the bin on the village side of the by-pass, which has been used for rubbish.

19 ORCC Annual Meeting

The Chairman had attended this meeting on 18th September and would prepare a report for circulation.

20 Police 'Have your say' session 10 October

The Meeting had been attended by five residents, in addition to representatives of the Parish Council.

21 IT Classes for Residents

The November edition of Dorchester News will advertise these courses. Gillian Johnson has volunteered to join the team of mentors.

22 Any Other Business

a. Cllr Sue Graney asks if the Council intends to have a village Christmas tree this year. It was agreed that this would be a popular re-introduction and Cllr Chris Hill said that he could research the availability of safe tree lighting.

The Clerk said that due a recent misunderstanding the pavement stone above the Christmas tree plating position had been cemented in; it would not be too difficult to correct this problem.

b. The Council agree to put on record its thanks to the Village Hall Management Committee, first, for agreeing to display a photograph of the current members of the Parish Council and, secondly, for supplying a clock for the meeting room.

c. Cllr Chris Hill reported that there is a broken branch in a tree which is part of the property of St Birinus Church. The Council should make contact with Father John to ask that this be removed.

Meeting closed at 10.30 p.m.