

Dorchester-on-Thames Parish Council

The Annual Meeting of the Parish Council was held in the Village Hall on Wednesday 11th June 2014 commencing at 7.30 p.m. The Chairman, Cllr Margot Metcalfe, presided; present were Cllrs. Ken Bryan, Maurice Day, Sue Graney, Chris Hill, Mike Hill and Mike Kitson with G Russell in attendance. Also present were twelve members of the public.

1 Apologies for absence.

Apologies were accepted from Cllr Mark Stevenson, County Cllr Lorraine Lindsay-Gale and District Cllr Marc Hiles

2 Declarations of Disclosable Pecuniary Interests

None.

3 Public Participation

Several residents had attended the meeting especially to voice objections to the Planning Application P14/S1635/FUL 25 Bridge End. Mr Ashley Smith, the owner of Thatched Cottage, Wittenham Lane, raised several concerns and confirmed that he would put these in writing to both the Parish and District Councils.

Robin Oakley, 24 Bridge End said that he thought that the proposed development was alien to the feel and character of what is an important access to the village. Carolyn Oakley said that the project involved significant earth-moving and she was worried that the heavy plant that would be required to achieve this could cause damage to some surrounding property.

Richard Anderson, the project architect, said that neither he nor his client had had any pre-application talk with the Planning Department at SODC. He said that if planning permission is granted a traffic management plan could be brought in which would control what size of vehicles were brought to site, how often and at what times of day. He said that he would report the comments made at the meeting back to his client and he thought it likely that the client would wish to mitigate the impact of the proposed development.

Andrew Powell of 2 Crown Lane spoke about his concerns over P14/S1450/HH 11 Jemmetts Close. Although the original application has been amended, he thought that the proposed extension is too large and overbearing and too close to the boundaries of both his property and his neighbours at 4 Crown Lane. On the whole he felt that it would spoil the Crown Lane environment. Mr Powell said that if the extension could be reduced in size it would be more neighbourly.

4 Election of Parish Council Chairman 2014-15

(The Clerk took the Chair for this item)

Cllr Margot Metcalfe was nominated as Chairman, proposed by Cllr Chris Hill and seconded by Cllr Ken Bryan. There were no other nominations and the Clerk declared that Cllr Mrs Metcalfe had been elected unanimously; Cllr Metcalfe took the Chair.

5 Election of Parish Council Vice-Chairman 2014-15

Cllr Chris Hill was nominated as Vice-Chairman, proposed by Cllr Ken Bryan and seconded by Cllr Maurice Day. There were no other nominations and the Chairman declared that Cllr Hill had been elected unanimously.

6 Minutes of the Meeting held 30th April 2014

The Minutes as circulated were approved and signed as a true record.

7. Matters Arising from the Minutes

- a. Cllr Chris Hill confirmed that he has identified four former residents who were veterans from World War I. Their graves are to be marked with small crosses/poppies like those which families put at the war memorial.
- b. P14/S0534/FUL as amended Tall Trees, Manor Farm Road; Planning permission was granted by the District Council's full Planning Committee. The Parish Council and residents had attended the meeting to oppose the application mentioning especially its location within Conservation Area. There is considerable dissatisfaction at the way in which the Planning Committee dealt with this matter and the Chairman said that she would write to SODC in order to raise these concerns and to suggest, for example, that the Parish Council is consulted as part of a pre-application process for all planning applications on sites which are within the Conservation Area.
- c. Drains / ditch at 28 Abingdon Road; the Clerk reported that County and District Council officers are still investigating this matter.
- d. The Council is seeking a new team of volunteers to look after the flower beds around the war memorial. The area must look good for 4th August, the 100th anniversary of the beginning of World War 1.
- e. The Clerk reported that there has been another change of staff at the County Council and the new highways steward has been contacted regarding the provision of a bike rack outside the Co-Op. County Cllr Lorraine Lindsay-Gale will be asked if she has any funds that could be used for this purchase although it was possible that a bike rack might be available from another location.

8 District Councillor's Report

District Cllr Marc Hiles has sent his apologies. He continues to be working away from this area.

9 County Councillor's Report

County Cllr Lorraine Lindsay-Gale has sent apologies. Her report for June has been circulated by email and a copy is in the June document wallet. Councillors noted her request that the Parish Council should be well-represented at the Connecting Oxfordshire Consultation/Briefing Meetings. There is one in Didcot on 15th July. Although the Clerk will probably attend the one in County Hall on 22nd July, others will go to Didcot. The Clerk was asked to inform Malcolm Corry about this meeting.

10 Finance:

Bank balances

| | |
|----------------------------------------------|------------|
| Natwest Reserve Account 30 th May | £47,804.31 |
| Natwest Current Account 30 th May | £39,491.54 |

This month's receipts include a donation of £20 from Dorchester Angling Club and £22 being the balance left in Playground equipment fund managed by Stuart Gibbons.

The following payments were approved:

| | |
|-------------------------------------------------------------|------------|
| Berinsfield Community Business (April grass) | £1,566.78 |
| Berinsfield Community Business (Tennis court area) | £1,426.80 |
| Jacqui Lynch-Blosse (war memorial planting) | £40.42 |
| Margot Metcalfe (gift for Simon Ratliff) | £32.50 |
| Dorchester on Thames Village Hall (room hire) | £64.00 |
| Total Pest Control (recreation ground and cemetery) | £180.00 |
| RES Systems Ltd (Extinguisher Service at Pavilion) | £37.56 |
| Artisan Litho (Midsomer Locations Walking Guide) | £502.00 |
| SportsCourts UK Limited (retention payment) | £2,669.70 |
| SportsCourts UK Limited (court colouring and line marking) | £2,880.00 |
| Oxfordshire Association of Local Councils (Training Course) | £78.00 |
| SLCC (Regional Conference Fee x 2) | £165.60 |
| Geoff Willis (5 weeks) | £417.50 |
| Neil Willis (2 weeks) | £113.75 |
| G Russell (Admin F/M/A) | £184.86 |
| G Russell salary | £528.25 |
| | £10,887.72 |

Internal Audit

The Clerk reported that the internal auditor, Kevin Rose, had visited on 10th June and had approved the Council's Accounts and Annual Return. The Annual Return / Bank reconciliation were signed by the Chairman and Clerk.

11. Correspondence and Other Business:

a. Sports Club Pavilion & Playground;

The Sports Club had submitted an estimate in the sum of £947 + VAT for new water heating equipment. Before approving this expenditure the Council wanted to know if the new system would still be adequate if the proposed extension to the kitchen goes ahead.

The MUGA has now been painted and so the contract with SportsCourts UK Limited is now complete. Claire Andersson has asked the company for its proposals for a long-term maintenance contract.

The Clerk said he has arranged for a site visit by a representative from Creative Play who would be asked to advise and price much-needed repairs to safety surfaces below some of the play equipment. Cllr Bryan will attend the meeting. At least one other contractor would also be invited to quote.

b. Footpaths;

The Clerk confirmed that the use of labour supplied on the community pay back scheme is free. He will contact the Clerk at Benson Parish Council for his comments about using the scheme and invite Diane Major to come to Dorchester

and view the areas where the Council believes there are tasks which her organisation can take on.

The Handyman and Neil Willis have strimmed several paths in the last few days and most of the Village Map Boards have been cleaned and painted.

BCB has been asked if it is able to take on the re-surfacing of the footpath section of Malthouse Lane in the reasonably near future.

The Clerk will progress the quotation for new and replacement litter bins so that it can be approved at the July meeting. It was agreed that, given the new regulations allowing dog waste to be placed in normal litter bins, dog bins could be replaced by litter bins as and when required.

c. Cemetery /Closed Abbey Churchyard;

Following the complaint from a resident of Herringcote, Jenks Oxford will be asked to quote for work to the horse chestnut tree growing in the ditch.

It was agreed that two notice boards should be ordered for the Cemetery; the final wording is to be agreed.

BCB has recently failed to keep to the grass-cutting schedule due to machinery breakdown. Most areas are supposed to be cut once per month but in recent weeks this has not kept pace with grass growth.

d. Allotments;

There has been a request that the Parish Council should pay for some groundworks in main entrance off Watling Lane. Further details are required.

e. Letters to Chairman and Clerk

i. Invitation to SLCC Regional Conference on 2nd July. The Chairman and Clerk will attend.

ii. OALC Training. The Chairman will attend a session in October.

iii. The Council noted receipt of a copy of a letter of complaint from Colin Grant of 1 Oxford Road to the SODC Planning Department about not being notified about the planning application at 12 Oxford Road.

iv. The Council has been invited to attend a briefing meeting on 30th June about the new consultation on required revisions to the South Oxon Local Plan. It is hoped that Cllr Stevenson will go. The Clerk will definitely attend but the Chairman is away.

v. The Council has been invited to attend an ORCC meeting on 16th July about methods of community neighbour consultation. The cost is £10 per person. It is desirable that someone should attend.

vi. The residents of 32A – D High Street are not keen on the name 'Cherrill'. The Chairman said that she will make contact with this group.

12. Planning

a. Applications

P14/S1635/FUL 25 Bridge End; Demolition of existing garage/workshop and car port. Erection of new detached dwelling together with extension and restoration of existing cottage and creation of new parking areas.

Taking into account all the comments that it has received, the Council agreed that it would be unable to make a decision on this application without a site visit and a further meeting. The Chairman is on holiday for two weeks and so it was

agreed that the Clerk should ask for an extension to the Consultation period which would allow further discussion at the July Council meeting.

P14/S1450/HH 11 Jemmetts Close; Removal of existing garage and erection of extension. Widening of vehicular access to provide additional 'off-street' parking. The Council noted that the original application has been amended. It was agreed the Council would express no strong views and leave the decision to the planning officer.

P14/S1490/DIS 9 Wittenham Lane; Removal of concrete garage and erection of single 2 bed dwelling. Discharge of conditions 10 and 11 on application ref.

P13/S2725/FUL

Noted; the Council was not asked to express a view.

b. Neighbourhood/Community Planning Report/Bus Users Group

The next meeting will take place on 17th July.

13. Rights of Way Consultation with County Council

On behalf of the Parish Council Cllr Mike Hill submitted the complete return to the County Council early in May. The Chairman expressed her thanks to Cllr Hill for taking on this task.

14 Village Fête Report

Cllr Sue Graney said that the Fête had raised just under £3,400. She, together with her committee of eight people, wished to thank the Parish Council for its support. In response the Chairman said that she had received excellent reports about how much people had enjoyed the Fête – she was sorry that she had been unable to be present. The whole Council congratulated Cllr Graney on the success of this event.

15 Parking Survey

Cllr Chris Hill said that out of a total of just under 200 forms distributed, over 70 completed surveys had been returned so far. He will analyze these in due course. The Chairman said that he could ask for colleagues to assist him.

16 Hurst Water Meadow Trust

Following the public meeting held on 10th June, Cllr Chris Hill will talk to John Metcalfe about setting up a User Group.

17 Flood Review & Navigation

This would be held over until the next meeting

18 Midsomer Murders Project

The recent four days of filming in the village has produced a donation of £800 from Bentley Productions.

19. Village 'Spring-Clean'

The Clerk said that he had a list of seven volunteers and that he would appreciate the Council's advice on where their efforts should be directed.

20 Parish Council Communication

The handover by Simon Ratliff to Cllr Sue Graney is in progress. The Council noted the letter of thanks that the Chairman had sent to Simon for all the work that he has done over the years.

The Clerk said that he would have some designs and costings for two new village notice boards in time for the July Council meeting.

21. Any Other Business

a. Some ivy has recently been removed from the wall of the pre-school. The Handyman will be asked to assist with its disposal.

b. The Parish Council is looking for a suitable location for a defibrillator. Information will be circulated.

c. The Council noted that some advice about the planning process that would apply to the proposed Gilbert Scott memorial has been received along with some information about specialist firms that can refurbish the telephone box.

d. Cllr Chris Hill said that the Council should make contact with Miss Bowditch to confirm its support for ensuring that the 'Country Code' is followed by those using the footpaths across her land.

e. It was suggested that the Clerk should contact the owners of the cob wall in the High Street and say that it would probably be a good idea to have it repaired.

The meeting closed at 22.54