

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 12th February, 2020 in the residents' lounge at Duffield Place, Marcham at 7.30 p.m.

Present:

Malcolm Denton, Caroline Garvey, Sandra Hill, Michael Hoath, Kieran O'Leary, Ruth Mander, James Plumb, Tanya Rosenfeld, Peter Steere, David Walton (Chairman)

Clerk: Mrs. L. Martin

Abigail Brown, arts officer, Vale of White Horse District Council and
2 Members of the public.

- 2020/21 Apologies for Absence
Apologies for absence had been received from Cllr. Catherine Webber (District Councillor) and Cllr. Richard Webber (County Councillor) as they were attending a meeting of the Vale of White Horse District Council.
- 2020/22 Declarations of Interest
The Clerk placed on record that in regards to the planning applications for 22 Anson Close and 6 The Farthings, she was related to the agent for the applicant.
- 2020/23 Minutes of the meetings held on 8th January, 2020
The draft minutes were signed as a correct record of the meeting.
- 2020/24 Matters Arising from the minutes
North Street – pavements at the Southern end
Council noted the response from the County Council. This had indicated that the footways had been inspected and were not at the stage of requiring immediate works. They would be kept under review by the Asset Renewals Team who would consider them when planning their future works.
- Annual Parish Meeting
The hall at Marcham Primary School was available Wed. 21st May or Thursday 22nd May. These dates had been reserved provisionally. A speaker from Community First Oxfordshire had, in principle, agreed to be a guest speaker. Confirmation of his availability for these dates was awaited.
- 2020/25 Public Participation
s. 106 Art Funding
Carolyn Blackmore, Trustee of Marcham Community Group, spoke about the possibility of using some of the art funding money for signage and art at the hall. A member asked questions, and Abigail Brown, arts officer at the District Council contributed to the discussion, confirming that the art had to be on public land and accessible to the public.

Letter from unknown resident regarding the minutes of the November's meeting

Mr. Denton, stated that he had received a letter through his letterbox regarding a matter mentioned in the November minutes. He read the letter. The Clerk confirmed that she, on behalf of the Council, had not received any such correspondence. It was unclear whether this was for the Council or not. Mr. Denton offered to trace the writer and speak to him/her.

2020/26

Planning Applications

a) Planning correspondence

(i) Tree Preservation Order

Council noted confirmation from the Vale of White Horse District Council that a Tree Preservation Order had been placed on the plane tree in the grounds of Denman College, but which overhung the garden of 13 The Farthings.

A member commented that the tree in the front garden of 14 The Farthings had been felled recently.

(ii) The Willows – Planning Enforcement Action on missing linking paths – Update

Council noted that the Vale of White Horse District Council had written again to the Management Company, and Pye Homes. The Council would be looking at formal enforcement action, if there was no confirmation of an application being submitted in the next few weeks.

(iii) Oxfordshire County council – Marcham Primary School – Travel Plan

Council noted that the County Council had confirmed that it would monitor the Plan. If targets were not being met, then a re-assessment would be undertaken and actions amended.

b) Decisions on previous applications

R3.0128/19 Details pursuant to condition 3 School Travel Plan,
of R3.0008/19
Permitted 20th January, 2020

P19/V3148/FUL 4 x 10m high floodlighting columns
Multi-use games area, Anson Field, Morland Road
Permitted 4th February, 2020

A member commented that work had commenced on a conservatory extension at 21 Fettiplace Road. A query was raised as to whether this had been granted planning consent. The Clerk confirmed that she believed it had and had been previously reported to Council, but would check the position.

c) Applications dealt with prior to the meeting

s. 73 amendment to MW.0049/11 for change of use from agriculture, to site for the import, storage and screening of waste soils without complying with conditions 5, 10, 13 and 15 of permission MW.0049/11 at Swannybrook Farm, Abingdon Road, Kingston Bagpuize

Comments: Council objected to this as the numbers of vehicles passing through the AQMA in Marcham had increased. This would have a detrimental impact on the amenity of the residents who lived within the AQMA. As such the application appeared to breach policies within the District Council's local plan.

d) Planning Applications for consideration at the meeting

P20/V003/HH. Demolition of existing conservatory to be replaced with larger single storey rear extension
6 The Farthings

Comments were made that the extension seemed appropriate for the property, but generally losing permeable land could accumulatively have an effect on drainage in the village and wider area.

The Chairman called for a show of hands for those in support of the application

| | | |
|------------|---------|------------|
| In support | Against | Abstention |
| 10 | 0 | 0 |

RESOLVED:

- (i) that the Council supports the application
- (ii) that a general comment regarding the loss of permeable land in the village, and the effect on drainage in the wider area be included in the response to the District Council.

P20/V0168/HH Form single storey side extension to create a study and utility room
22 Anson Close

Comments were made that there were no material grounds for objection, but as with the previous application losing permeable land would add to the accumulative effect on drainage in the wider area.

The Chairman called for a show of hands for those in support of the application

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|------------|---------|------------|
| In support | Against | Abstention |
| 10 | 0 | 0 |

RESOLVED:

- (i) that the Council supports the application
- (ii) that a general comment regarding the loss of permeable land in the village, and the effect on drainage in the wider area be included in the response to the District Council.

P20/V0210/~DIS Discharge of conditions 5 (parking), 7 (footpath link to Cow Lane), 10 (travel information pack) and 20 (charging points for electric vehicles), on application P18/V2470/FUL
Erection of 47 dwellings on land off Sheepstead Road for Mactaggart Mickel

Members had understood that the 30 mph limit was to move to the Cow Lane area. This was not shown on the drawings. The drawings indicated that existing signage was going into storage, but it was unclear where they were to be re-erected. There was a current active badger sett off Sheepstead Road. The water meter in Sheepstead Road for the allotment site had not been shown on the drawings. If this were impacted by the path, then an appropriate cover plate would be needed. Checks were needed on the charging points to the houses. There were inconsistencies between the information submitted from the supplier, and the agent for the applicant.

RESOLVED:

that the Council submit the following comments:

1. The Council's understanding was that the 30 mph limit was moving northwards to Cow Lane. This does not appear to be shown on the drawings.
2. The drawings indicate that the white entry feature gates, 30 mph sign, and bridleway finger pointer sign, were going into storage. Their re-erection was required once the path works were complete..
3. There was an active badger sett off Sheepstead Road close to the north west corner of the development site.
4. The existence of the allotment water meter in the verge be pointed out.
5. Assurances were needed that all houses on the site would be fitted with electric charging points, and not just the 20 market homes referred to in the letter from the agent.

2020/27

Mactaggart Mickel Development – Sheepstead Road

The Council had been copied into correspondence from a resident in Harding Way, to the agent for the applicant for the Mactaggart Mickel

site, regarding the path from the South East corner of their site to join with the Vanderbilt path leading to Howard Cornish Road. The path to link both the Mactaggart Mickel and Vanderbilt sites was a requirement of a s. 106 planning agreement.

RESOLVED:

- (i) that the copy correspondence be noted
- (ii) that the queries raised be left to the agent, Strutt Parker, to manage.

2020/28 District Councillor's Report – Cllr. Mrs. Catherine. Webber

The Chairman read a report from Cllr Catherine Webber.

Budget - The District Council was debating the budget and had managed to set aside £600,000 towards a Local Plan and £100,000 for climate change. They had also put forward a council tax reduction scheme for single parents with children under five, to widen the definition of who was considered disabled and to change the rules for those who received bereavement support payments.

13 The Farthings – The planning officer was currently minded to refuse the application. The applicant had requested additional time in which to consider the points of refusal and to submit additional information. This had been agreed by the District Council.

Development East of the Willows identified in the Local Plan - Cllr. Catherine Webber had expressed concerns regarding another development that would spill traffic into the Air Quality Management Area directly challenging the mitigating plan for the AQMA.

2020/29 Councillor's Report – Cllr. Richard Webber

No report was available.

2020/30 S.106 Art Funding

Council noted the likely funding collected by the Vale of White Horse District Council would be in the region of £67,000, with some funds not yet having been paid over.

Mrs. Hill presented an idea for the youth shelter in the Anson Field, and had an indication of the costings. The project would involve the youth of the village and be a bespoke piece.

Abigail Brown, District Council's arts officer, explained there would need to be a Certificate of ownership of the land, and therefore the landowners would become the final art owners. Planning consent may be required. 7% of the cost of the project could be allocated from the art fund as a commuted sum for future maintenance.

Council considered the youth shelter project, artwork and signage for the new village hall, a project put forward by All Saints Church for a labyrinth and statue, plus etching on the glass entrance doors to the Church, and an idea from Marcham Primary School for trellis with

scriptural verses and a cross made from photographs of the children. Council was supportive of the youth shelter project. It was noted that the artist's brief needed to be worked, and 3 quotations sought.

In regards to the new village hall, the Council was supportive of the idea. It commented that utilities accessed the site near the entrance off Morland Road, so these would need to be taken into account when considering fixing anything to the ground.

In regards to the Church's projects, members were not averse to the idea, but preferred the idea of a statue within the churchyard, to etching on glass entrance doors to the Church. The ideas put forward by a governor at the School did not appear to meet the criteria for the District Council's art fund in that the site did not have constant public access.

RESOLVED:

- (i) that the Council progresses its youth shelter project and lodges the application for the s. 106 art funding for it
- (ii) that Marcham Community Group be permitted to progress an application for artwork and signage on the hall site up to a cost of £20,000, but to revert back to the Parish Council, for key decisions, and for public engagement to take place.
- (iii) that the Church be advised that the Council's preference was for a labyrinth and statue in the churchyard rather than etching on the glass doors into the Church, as the churchyard was open to all at all times.
- (iv) that the Church too be advised of the need to work up the artist's brief and to supply costings.
- (v) that the art project at the primary school, not be supported as it was in an enclosed area, not open to the public and therefore did not meet the criteria for the s. 106 art fund
- (vi) that the school be advised that the project was not appropriate for this fund, but to look for other funding, possibly even the Parish Council itself in due course.

2020/33

Oxfordshire County Council – Draft Minerals and Waste sites plan
Council considered the County Council's Minerals and Waste sites plan. There were no sites very close to Marcham, but one at Grove could potentially increase traffic through Marcham and its air quality management area.

RESOLVED:

that this Council objects to sites which would increase traffic and pollution through the AQMA.

2020/32

Community Facilities

Council received an update report from Ruth Mander. Minutes of the meetings of Marcham Community Group had been circulated to members. The Council’s solicitor was in the course of drafting the Lease for the building and Underlease for the field. The clerk would check on progress. Council considered whether to have a Services Agreement supplementary to the lease and Underlease. Council noted the solicitor had advised against this. Discussion followed and members felt that the Council in the future, would want involvement if something went wrong, plus there was a need to protect the service to the community.

The Chairman called for a show of hands of those in favour of a supplementary service agreement

| In favour | Against | Abstention |
|-----------|---------|------------|
| 10 | 0 | 0 |

Council considered sub-letting part of the Anson field to Marcham Community Group and retaining the land west of the junior football for the provision of a play area. This would mean that the Parish Council would continue to provide play equipment and to monitor it.

The chairman called for a show of hands of those in favour of retaining the western side of the field

| In favour | Against | Abstention |
|-----------|---------|------------|
| 10 | 0 | 0 |

The Clerk would prepare a map of the field for the Underlease to send to the Council’s solicitor.

Council considered a letter from a youngster in the parish requesting the provision of a skatepark in the Anson Field. There was no real space in the field, but that once everything was laid out, the Council would have a better idea of the spare land available. Discussion followed on the green spaces in the parishes and the possibility of registration as community assets. The Clerk would investigate assets of community value.

Council noted that James plumb was not able to continue as the Council’s representative on the hall committee. Ruth Mander would act as substitute until the annual meeting of the Council. However, she was unable to attend the meeting on 18th of February so Kieran O’Leary would act as substitute for that meeting.

Council, now that planning consent had been granted for lighting at the multi-use games area, agreed to fund the lighting aspect. This would be at a cost of £ 15,575. Had the multi-use games area and lighting been one contract, it would have all been arranged by Thomas Homes, the developer. Charles Lawrence was undertaking the construction of the games area, and it was therefore logical that the same firm undertook the installation of the lighting. Difficulties would arise if a different firm provided the lighting. Council agreed that no further quotations would be sought.

RESOLVED:

- (i) that this Council have a Services Agreement between Marcham Parish Council and Marcham Community Group
- (ii) that this Council retains the western side of the field to enable a play area to be provided
- (iii) that consideration for a skatepark be given once all the works in the field had been completed. It would then be clear as the space remaining and possibly available.
- (iv) to Ruth Mander act as substitute for James Plumb at meetings of the new hall committee until the annual meeting of the Council.
- (v) Kieran O Leary to attend the next hall committee meeting on 18th February
- (vi) that this Council funds the lighting on the MUGA at a cost of £15575, the work to be undertaken by Charles Lawrence who was currently constructing any MUGA
- (vii) that no other quotations for lighting be sought.

2020/33

HR / Employment Law training

The chairman gave a report on the training provided. The importance of contracts for contractors was emphasised, as well as being careful to ensure that long term volunteers did not accumulate rights as workers. Slides of the session had been requested, and these would be circulated to members.

2020/34

North Street - Footway

Local developers were still minded to conclude that they were unable to assist with the construction of a footway in North Street. The clerk advised that the council did not have the statutory power to undertake the works itself, nor did it meet the criteria for the General Power of Competence. Council considered how it could progress the footway. Peter Steere and Ruth Mander offered to talk again to contacts they had made at the County Council. The clerk too, would again make enquiries regarding the County Council undertaking the construction works.

RESOLVED:

that the Clerk, Ruth Mander and Peter Steere check again the position with the County Council.

2020/35

Correspondence

- a) Invitation from Fyfield and Tubney Parish Council to meet with David Johnston MP at Pharmagenesis at Tubney Waren Barn, Tubney at 10.00 a.m. Friday 6th March to discuss the A420 and traffic. James Plumb would represent the Council.
- b) OALC- Circular January
- c) Healthwatch Oxfordshire-January briefing
- d) Vale of White Horse District Council – Waste tour dates, Ardley incinerator and anaerobic digestion
- e) Letter from parishioner regarding A 415, reduction in speed limit, and related points

2020/36

Parishioner of the Year Award

Council received a report from the working party. General discussion followed regarding possible recipients.

RESOLVED:

that the matter be deferred to the March meeting

2020/37

Accounts

Council noted the bank reconciliation and budget monitoring as at 31st December, 2019.

Council noted that the Nationwide Building Society was closing the Treasurers accounts and these would no longer be available. The Council had been asked to withdraw its funds. Council considered other accounts.

Council received a report from the working party on the review of the effectiveness of internal audit in regards to the Parish Council and Marcham and Frilford Joint Burial Committee. A review of the Financial Regulations had been undertaken as requested by Council at its meeting in May 2019. Note had been taken of the comments of the new internal auditor IAC and adjustments had been made or were in the course of being made.

The Chairman called for a show of hands of those accepting the working party’s recommendations

| In favour | Against | Abstention |
|-----------|---------|------------|
| 10 | 0 | 0 |

The chairman called for a show of hands of those accepting the appointment of IAC as the internal auditor for the next year

| In favour | Against | Abstention |
|-----------|---------|------------|
| 10 | 0 | 0 |

RESOLVED:

- (i) that the Treasurers Accounts with the Nationwide Building Society be closed
- (ii) that a new instant access account with Newbury Building Society be opened
- (iii) that Ruth Mander and Kieran O’Leary act as signatories along with Linda Martin as Responsible Financial Officer
- (iv) that a review of finances take place once the new community hall and field had been transferred to the Parish Council and grant sums paid to the Anson Trust.
- (iii) that signatories be kept under review
- (iv) that the Financial Regulations dated January 2019 be adopted
- (v) that the audit plan and terms of reference for the internal auditor be kept under review

2020/38 Matters raised by members for information

Vehicle activated signs

It was noted that these signs at the entry points to the village on the A415 had not been repaired. The clerk was asked to bring this again to the attention of the County Council.

Resignation

Mr. Denton indicated that he would be resigning as a councillor in the near future. The clerk advised that all resignations had to be in writing addressed to the chairman.

Harding way-grass cutting

A query was raised as to whether the Parish Council would take on the grass cutting of the private areas which were the responsibility of the management company, and then recharge that company the cost. The clerk advised that this was not possible, and whilst the same contractor could cut all areas of grass, a separate invoice from the contractor, would have to be submitted direct to the management company.

Neighbourhood plan

It was reported that the neighbourhood plan working party was looking at the risks to the parish of not undertaking a neighbourhood plan. A report would be available for the next meeting of the Council.

2020/39 Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2020/40 Date of Next Meeting

The next meeting of the Council would be held on Wednesday 11th March, 2020 in the residents’ lounge at Duffield Place at 7.30 p.m.

The meeting closed at 9.30 p.m.

Signed Date