



- b) Applications dealt with under delegated powers prior to the meeting

None received

- c) Applications considered at the meeting

P20/V3185/HH Single white UPVC conservatory to the rear of the property with an Anthracite Grey Edwardian roof  
10 Plantation Avenue  
Comments: Council had no objections

2021/7

County Councillor's Report – Cllr. Richard Webber

Covid 19 – The message from Oxfordshire Public Health was that those residents who had been vaccinated should be mindful of the fact that they were still able to infect others, and to continue to act with extreme caution.

Meeting with County Council officer regarding highway matters – Cllr. Webber passed on his thanks for the information regarding the meeting with the County's officer. He asked that if there were any issues with footways or similar that members were aware of in Marcham that they should let him know as he was going to arrange a meeting with the relevant officer to discuss issues in all parishes in the Division.

Fyfield Planning Application (700 dwellings) – Cllr. Webber advised that a proposal in this application to use the Faringdon Road through Gozzards Ford as a By Pass for Marcham, had been discounted by the County Council. In regards to a Marcham By Pass, the County Council was not collecting sufficient money from housing developments, and other investment, probably from central Government, would be required.

2021/8

District Councillor's Report – Cllr. Catherine Webber

Covid 19 – Staff at the District Council, particularly the planning department were away from their normal duties assisting with other matters. Business grants were available, and Cllr. Webber had discussed the availability of grant aid with local business such as The Crown public house. Grant information had been sent to the Clerk.

Vaccination Programme - Mark Stone, Chief Executive of the Vale of White Horse District Council / South Oxfordshire District Council had responsibility for organising the Oxfordshire Covid 19 vaccination programme.

Municipal Waste Collection – Adjustments to the collection service had been required owing to the fact that 16 drivers for Biffa were not available. Garden waste (brown bins) collection had been suspended, and the matter would be reviewed on Monday 18<sup>th</sup> January and Monday 25<sup>th</sup> January. Black waste bin, green recycling bin and waste food collection were the priorities.

Questions were put to Cllr. Catherine Webber

NHS Covid 19 Vaccine Team – A question was asked as to volunteers required to assist with the administration of the vaccine programme. It was known that some councillors had offered, but anyone interested was encouraged to put his/her name forward.

Delivery of Vaccine - This appeared unequal across the county. It was known that Abingdon had been selected as a trial area, and surgeries in the town had commenced vaccination before other local surgeries. This had resulted in the town centre surgeries currently vaccinating those in their late 70s, whilst others were still vaccinating the over 80s.

2021/9

Community Facilities

a) Hall Signage

Council noted a quotation from Oxfordshire County Council to provide 3 road signs indicating the direction to the hall at a cost of £1101.44 plus vat. One of the signs had also included reference to the school, as the existing school sign was bent and damaged. Members thought that the Parish Council should not be expected to effectively fund a replacement school sign as well. Cllr. Richard Webber offered £500 from next year's Member's priority fund towards the cost, and to take up the issue of the signage with the relevant officer.

The Chairman asked for a show of hands for those in favour of the Parish Council meeting the full cost if it had to.

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

RESOLVED:

- (i) that Richard Webber be asked to take up the query in regards to the joint sign indicating the way to the school with the County Council.
- (ii) that the Parish Council approves the cost of £1101.44 plus vat if it were required to pay this to the County Council

b) Snagging List

Council noted the updated snagging list as produced by Marcham Community Group as at 7<sup>th</sup> December, 2020. The Clerk was requested to obtain a firm update for the March meeting as to any items outstanding.

RESOLVED:

that an update on the items be obtained from Marcham Community Group in readiness for the March meeting of the Council

c) Access to hall site - Road Safety

Council noted that Marcham Community Group had installed “stop” signs for motorists leaving the hall site in order to assist with road safety in the vicinity of Morland Road. Members queried the height of the garden wall of 5 Morland Road, whether it had planning consent, and also the advertisement hoarding of Thomas Homes, both of which may have contributed to restricted vision. The Clerk would check the planning approval history for 5 Morland Road, and raise the issue of the advertisement hoarding with Thomas Homes and Marcham Community Group, as it would help if this were removed.

2021/10 Parishioner of the Year

Council received a report from the working party. New nominations had been received since advertising again in the Autumn, including a group nomination. Members considered that the award was for an individual rather than a group. Cllr. Webber reminded Members that the Vale of White Horse District Council too recognised volunteers in the District, and perhaps a group could be put forward to them at the appropriate time. Individuals not selected would be carried forward to another year.

RESOLVED:

that the working party consider a group nomination to the District Council when the Chairman’s award scheme was running.

2021/11 Marcham Churchyard Grass Cutting Schedule

At a previous meeting the question of the length of grass in the Churchyard had been raised, and the policy of conservation mentioned. There had been a 3 way group made up of the Parish Council, the Church and Marcham Society which monitored the Churchyard. Marcham Society and the Church had been approached for their views as to changing the cutting schedule. The Society had offered to meet with representatives of the Council to explain the current policy.

RESOLVED:

that the offer be accepted and that the Society’s representatives on the group be invited to attend the next Council meeting in February.

2021/12 Cllrs. Richard and Catherine Webber left the meeting at 8.10 p.m.

2021/13 Risk Assessment

It was proposed, that as the Council still had to deal with the budget and precept setting agenda item, that the risk assessment be postponed to a

future meeting, and that it be reviewed in the first instance by the audit working party. One member stated that there were 4 points that she wished to raise on the draft risk assessment. She was asked to notify the Clerk of these.

The Chairman called for a show of hands, that in view of the lateness of the hour, and the agenda items remaining, that the consideration of the draft risk assessment be postponed to a future meeting, and that it first be considered by the audit working party

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

RESOLVED:

- (i) that consideration of the risk assessment be deferred to a future meeting
- (ii) that the audit working party which considers the effectiveness of the internal audit review the draft risk assessment in the first instance

2021/14

Bus Shelter – Longfields Eastbound - Cleaning

Council considered two quotations for cleaning the bus shelter. One in the sum of £55 plus vat for a one off deep clean of the shelter or £29.50 plus vat, to be carried out when the company was next in the area.

RESOLVED:

that Externiture be asked to clean the bus shelter when next in the vicinity at a cost of £29.50 plus vat provided cleaning could be carried out within a reasonable time frame of 3 months.

2021/15

Harding Way – s.106 funding for public open space

Council considered the offer letter dated 14<sup>th</sup> December. There appeared to be an inconsistency in two of the clauses which required the repayment of some or all of the money. One referred to 35 years, another specified one year. The clerk would ensure that the reference to one year was changed to 35 years.

RESOLVED:

- (i) that the terms of the offer letter dated 14<sup>th</sup> December be accepted providing that the only reference to repaying some or all of the funding, if not used within one year, be changed to a period of 35 years.
- (ii) that the Clerk be authorised to sign the letter and enter into the contract on behalf of the Parish Council once the one year repayment clause had been amended.

2021/16 During discussion of the following item the duration of the meeting had been 2 hours, and Standing Order 2x was suspended to allow business to continue.

2021/17 Budget 2021/22  
Council carefully considered the current balances, the likely balances at the year end, and the budget for 2021/2022. The budget was analysed at line level which formed the basis for the whole budget and the calculation of the precept. Council was made aware of the need for new play equipment and a need for the provision for burial space. A query was raised regarding using one contractor for various tasks such as litter bin emptying, grass cutting, tree works, and weed spraying. This could be considered in the future, but the skills and licences required were different, and it may not be possible for one contractor to do all the work. A question was raised regarding the village hall and obligations to insure and the Anson Trust's contribution towards the cost of the surveyor during construction works. The Lease would be checked in regards to insurance, as would the contribution from the Anson Trust towards surveyor costs. An invoice would be sent to the Anson Trust.

Council discussed the sum to be set aside for grants to be awarded, and for a sum of £8000 to be available for local organisations where there was benefit for residents, in addition to a contribution towards recreation field maintenance.

The Chairman called for a show of hands for those who supported the total sum of £8000 for grants in the budget to cover grants for all applicants without itemising the figure to include specifically for anything required in the new village hall

|           |         |            |
|-----------|---------|------------|
| In favour | Against | Abstention |
| 9         | 1       | 0          |

The Chairman called for a show of hands for those who supported the sum of £3000 being included in the budget in order to purchase a speed detector gun.

|           |         |            |
|-----------|---------|------------|
| In favour | Against | Abstention |
| 6         | 3       | 1          |

**RESOLVED:**

- (i) any unspent sums from 2020/21 be taken into reserves
- (ii) that the budget for 2021/22 as set out in the appendices to these minutes be approved
- (ii) that the precept for 2021/22 from the Vale of White Horse District Council be set at £69500.
- (iii) that a sum of £1800 be set aside for recreation field maintenance as well as a sum of £8000 for all other grants

- (iv) that a sum of £3000 be set aside for the purchase of a speed detector gun.
- (v) that the sum of £180000 remaining from previous gifts continue to be set aside for the purpose of community facilities and benefit.
- (vi) that a sum of £70,000 from reserves be earmarked for new cemetery provision.
- (vii) that now the funds held by Marcham and Frilford Joint Burial Committee formed part of the Parish Council's accounts, that the sum of £18996.66 in the PC Cemetery account be set aside for Cemetery purposes.

2021/18

Correspondence

- a) Police Crime Commissioner Update
- b) Oxfordshire Association of Local Councils – December newsletter
- c) Vale of White Horse District Council – information for parishes: Electronic census to be used for the 2021 census, Covid grants, and vaccination information
- d) South Oxfordshire District Council – Adoption of Local Plan 10<sup>th</sup> December, 2020
- e) Oxfordshire County Council - Parish Transport Representative Meeting 23<sup>rd</sup> February, 2021 at 1.30 p.m. via Microsoft Teams.
- f) Vale of White Horse District Council – Suspension of garden waste collections
- g) Fettiplace Road – Entrance to The Gap  
A new metal grid at the edge of the carriageway has been installed.

2021/19

Accounts

Council noted the list of cheques numbered 3381 to 3385 and authorised payments in the sum of £1991.69 in respect of administration costs, play area inspections, litter pick, and grant awarded.

2021/20

Matters raised by members for information

Length of Meeting

It was suggested that owing to the length of the meeting, that in future, consideration be given to holding a separate meeting to discuss the budget.

A415 Western entrance to village – Village gateway

It was reported that the white painted wooden gateway feature on the northern side of the A415 approaching from Frilford on the Western

side of the village had either been hit by a lorry, or was rotten and was leaning. This required reporting to the County Council.

Over-occupancy of houses

Over occupancy of certain dwellings was raised. The Member would pass the details to the Clerk

2021/21

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2021/22

Date of Next Meeting

The next scheduled meeting of the Council would be held on Wednesday 10<sup>th</sup> February, 2021 at 7.30 p.m. via Zoom unless owing to the Covid-19 virus, arrangements changed.

The meeting closed at 10.05 p.m.

Signed ..... Date .....