

## MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Wednesday 16<sup>th</sup> June, 2021, commencing at 7.30 p.m., held in the village hall, Barrow Close, Marcham.

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Present:

Sheena Bigden, Sandra Hill, Michael Hoath, (Chairman), Tony Mackelworth, Ruth Mander, Tanya Rosenfeld  
Clerk: Mrs. L. Martin  
Cllrs. Catherine Webber (District Councillor), Richard Webber (County Councillor)  
1 member of the public – Mark Harvie

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- 2021/96      Apologies for Absence  
Apologies for absence had been received from James Plumb.
- 2021/97      Declarations of Interest  
There were no declarations of interest from Members.
- 2021/98      Minutes of the Meetings held on 26<sup>th</sup> April, 2021 and 5<sup>th</sup> May, 2021  
The draft minutes of the meetings held on 26<sup>th</sup> April and 5<sup>th</sup> May 2021 were approved and signed by the Chairman as correct records of the meetings.
- 2021/99      Matters Arising from the meetings held on 26<sup>th</sup> April, 2021 and 5<sup>th</sup> May 2021  
  
Highway Direction signs to village hall  
The Clerk explained the current position. The signage, included reference to the school, and was being funded by the County Council. 50% was from the County Council's own budget, and the remaining 50% from the County Councillor's priority fund allocation. Cllr. R. Webber confirmed this was the case, and that the County Council was progressing with the matter.
- 2021/100     Public Participation  
There were no members of the public present.
- 2021/101     Casual Vacancy  
Council considered an application from Mark Harvie to fill one of the vacant seats on the Council.

It was proposed by Michael Hoath, seconded by Sandra Hill and

RESOLVED nem con:

that Mark Harvie be co-opted to the Council

Mark Harvie, after the end of the meeting, signed the Declaration of Acceptance of Office in the presence of the Clerk.

a) Decisions on previous applications

P21/V0271/FUL Variation of condition to change the timing of the European Protected Species Licence  
12 Frilford Road  
Permitted 21<sup>st</sup> April, 2021

P21/V0523/HH Single storey outbuilding  
Oak House, Woodside  
Permitted 20<sup>th</sup> April, 2021

P21/V0530/HH Second storey side extension, increase size of bedroom and addition of ensuite  
10 Chancel Way  
Permitted 18<sup>th</sup> May, 2021

P21/V0903/HH Single storey extension to form compensatory living space following conversion of existing living space for disabled person  
15 Abbots Grange 19<sup>th</sup> May, 2021

P21/V0967/LDP Conservatory  
5 Barrow Close  
Lawful certificate issued 10<sup>th</sup> May 2021

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

P21/V1190/HH Single storey extension to the kitchen at rear with parapet wall to match style of property  
Sheepstead Folly, Sheepstead Road  
Comments: Council had no objections

P21/V1238/FUL Single storey rear extension to Children's Nursery Building, Barrow Close  
Comments: Council lodged a holding objection as the application also included absorbing the open landscaped area into the rear enclosed boundary of the nursery, and erecting new fencing. It was unclear how the conditions in the previous planning consent, which required landscaping, were affected. The fence, would require foliage screening. The existing landscaping should be maintained. Concerns were raised regarding increased numbers of children / staff and the greater need for parking. Council requested an assessment of the access off Morland Road as there were known safety issues and poor visibility. A traffic management scheme would need to be created for the construction period owing to the numbers of children in the area. A drainage assessment would be required owing to the proposed covering over of permeable land.

P21/V0837/A Erection of free standing sign and sign on hall building

Marcham Centre, Barrow Close

Comments: Marcham Parish Council was the applicant. It supported the application.

P21/V1351/HH Erection of oak framed garage replacing existing garage

Redlands, Rowleigh Lane

Comments: The Council asked that materials used were compatible with existing buildings, and that an appropriate condition be included if necessary. It requested a condition to ensure that the garage could not become a separate dwelling. Checks should be made to see whether specific policies such as green belt applied.

c) Applications considered at the meeting

There were no applications considered at the meeting.

2021/103

District Councillor's Report – Cllr. Catherine Webber

Cllr. Catherine Webber provided a report on District Council matters including:

Covid Rates – These were rising in the Vale of White Horse area to 49.3 per 100,000 of population. The last working day for Covid support grant applications was 18<sup>th</sup> June.

Webinar 6<sup>th</sup> July – Move Together had, in association with Active Oxfordshire, information and activities for those affected by Covid.

European citizens – Deadline for applying for settled status was 30<sup>th</sup> June 2021.

Abbey Meadow Open Air Swimming Pool – Discussions were ongoing as to how the swimming pool could be open this Summer. GLL Leisure which ran leisure centres in the Vale of White Horse area, had lost money during the pandemic, and with limited numbers admitted owing to Covid Regulations, the site was again having to be subsidised.

County Councillor's Report – Cllr. Richard Webber

School Places – Figures in calculations for the 90 houses south of the A415 had been included, as the site was in the Local Plan for the area. The likely school place numbers needed as a result of the application for 114 dwellings on land north of Longfields, however, had not been included in calculations, as that land was speculative development, and the County Council had objected.

Highway Consultants – The County Council had employed highway consultants to consider Frilford Cross Road, and traffic movements in Marcham. The company was open to all ideas and those could include a By Pass, one way systems, or putting money into public transport, as well as new suggestions. The Parish Council was to be contacted about this soon.

Neighbourhood Plan

The Council was encouraged to have a Neighbourhood Plan, as it could guide decisions on planning and other matters in the future, and

could be influential particularly when there were likely to be proposals coming forward following the report from the highway consultants. Tony Mackelworth expressed an interest in Neighbourhood Planning, and he offered to investigate this further.

2021/104

Call for Evidence – Transport Connectivity

England’s Economic Heartland had notified the Council about studies aimed at improving transport connectivity in Oxfordshire, Buckinghamshire, and Northamptonshire. There was a call for evidence and the Council had been invited to submit its views.

RESOLVED:

that the matter be delegated to the clerk in consultation with the Chairman to submit a response

2021/105

Community Facilities

Council received a report from the s. 106/Community Facilities working party which had reviewed the Lease, Underlease and Management Agreement. The Management Agreement provided for a joint review of that Agreement with Marcham Community Group. A joint meeting would be arranged to discuss the points identified, when relevant parties were available.

The key items to be provided to the Parish Council were copies of the schedule of conditions, core policies, and booking conditions, regular reviews of any items on the snagging list and sight of the plaque proposed for the small hall. Discussion took place on the collection of rent, which had been set at £1 per annum for the hall and £1 per annum for the playing field, if demanded, and also on the shared estate road contributions and pumping station contributions.

It was noted that Marcham Community Trading Ltd had been established to run the bar facilities, and Marcham Community Group had collected contributions towards shared services, from residents and the Nursery. It was also reported that the hall boiler had been turned off following an annual service owing to a narrow gas pipe feed. This had been identified previously and was a point being handled by the developer. Sewer flows and odour issues had been raised by nearby residents, and these were being investigated.

It was proposed by Sheena Bigden, seconded by Sandra Hill that the £2 nominal rent referred to in the Lease and Underlease, not be demanded from MCG.

In favour  
4

Against  
0

Abstention  
2

RESOLVED:

- a) that the s.106 /Community Facilities working party report be accepted, and that the working party meets with MCG to review the documentation.

- b) that the rent of £1 referred to in the Lease of the village hall, and the rent of £1 referred to in the Underlease of the playing field not be demanded from Marcham Community Group.

2021/106

### Footpaths

#### Hitchcopse - Update

The Clerk gave an update report. A walk, around the paths where the landowner had concerns regarding trespass, had taken place. Consultation had taken place with St. Helen Without Parish Council, who had suggested signage, and a letter written by the landowner in their parish magazine. Contact had been made with the Natural England who managed Ruskin Reserve on behalf of the National Trust, as one of the areas in question related to a path to their land. Communications were continuing.

More signage was considered the first step as a means to encouraging walkers to remain on the public footpaths.

#### The Willows – Path linking the site to Monks Walk

The Chairman provided an update on a site meeting which had taken place with one of the Directors of Willows Farm Management Company Ltd, and another resident. A trench had been dug by the residents to take water from the roadway to a ditch at the southern end. The location of the trench would mean another crossing to access the public roadway from the Monks Walk path. The Director had undertaken to provide information as to the key points and his proposals to the Clerk. This was awaited. The lack of planning enforcement and continued efforts to resolve the matter of paths linking housing developments, was having a knock on effect on the resurfacing of the paths in Monks Walk, as that developer was waiting for the path issue to be resolved so that all tarmac could be installed at the same time. Cllr. Mrs. Webber was asked to provide an update as to the enforcement position as far as the planning authority was concerned.

#### Lion Close

It was reported that a hole had been created in the stone wall alongside the development at the site of the Institute in North Street. Investigations had revealed that this was a link to the public footpath which ran alongside the Anson field, and was likely to be for the use of the residents of Lion Close only, and not a public right of way. An earlier s. 106 Agreement had included the path for general public use. Council discussed the benefits for elderly and those with pushchairs not having to use the steps at the end of North Street. A response from the planning officer at the Vale of White Horse District Council, as to access, was awaited.

2021/107

#### Parking on Grass

Council considered correspondence from a resident regarding parking on the public amenity area near Parkside and New Road junction. Council was also aware of parking on a similar open space opposite the Longfields bus shelter in Howard Cornish Road. Concerns were raised

as to how this affected residents' use and enjoyment of those areas. Suggestions were put forward as to the District Council erecting parking enforcement notices, or putting bollards around the areas.

RESOLVED:

that the matter be referred to the Vale of White Horse District Council.

2021/108

Correspondence

- a) Police Crime Commissioner – Bulletin
- b) OALC – Circular
- c) Abingdon Bridge AGM – 8<sup>th</sup> June – Details previously circulated
- d) Oxfordshire County Council – Trails to improve air quality and safety near schools.
- e) South and Vale Citizens Advice Bureau – Newsletter
- f) RoSPA Notification of play area inspection July 2021

2021/109

Accounts

Council received the financial statement for the year end 31<sup>st</sup> March 2021 showing balances of £395919.77.

The Internal Auditor's report with observations and letter had been circulated to members, and these were considered.

The Governance and Accountability Statement for the year ended 31<sup>st</sup> March 2021 was considered. The internal auditor required the Council to show a negative response to point 4 in the Governance Statement, as it had allowed 31 days rather than 30 days for public inspection of the accounts.

On a show of hands

In favour	Against	Abstention
6	0	0

It was

RESOLVED:

- (i) that Section 1 the Governance Statement, of the AGAR for the year ending 31<sup>st</sup> March 2021 be approved with positive responses other than point 4 where a negative response be given.
- (ii) that this Council is of the opinion that public rights to inspect the accounts for 2019/20 have not been affected in any way by permitting 31 consecutive days rather than 30 days as per clause 14 of the Accounts and Audit Regulations 2015

Council considered the accounting statement which formed part 2 of the Annual Governance and Accountability Statement

On a show of hands

In favour	Against	Abstention
6	0	0

It was

RESOLVED:

that Section 2 the Accounting Statement, of the AGAR for the year ending 31<sup>st</sup> March 2021 be approved.

Council considered the dates for public access to the accounts

It was

RESOLVED:

that public access to the accounts be advertised as 30<sup>th</sup> June 2021 to 10<sup>th</sup> August 2021 (30 days)

The list of payments had been circulated to members, and Council noted the cheques numbered 3416 to 3421 and authorised payments in the sum of £3002.39 in respect of administration costs, play area inspections, grass cutting and cemetery maintenance.

2021/110

Matters Raised by Members

Highway Grass Cutting

It was reported that visibility from certain highway junctions was restricted owing to the length of grass. There was no common contractor as some areas were maintained by the District Council and others by the County Council. Areas that were perceived as a problem could be reported via Fix My Street.

Howard Cornish Road – Textile Bin – Flytipping

It was reported that there was brick rubble at the back of the textile bin. As the land was owned by the Vale of White Horse District Council, this would be reported to that Council.

New Road – Steps into Churchyard by entrance to Denman College

It was reported that these steps were slippery.

2021/111

Items for Marcham and District News

The Clerk would prepare an article for MAD News.

2021/112

Date of Next Meeting

This would be mid July, dependent on the evening availability of the village hall.

The meeting closed at 9.25 p.m.

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