

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Wednesday 28th September, 2022, commencing at 7.30 p.m. held in the village hall, Barrow Close Marcham

Present:

Chitvan Amin, Sheena Bigden, Mark Harvie, Michael Hoath, (Chairman),
James Plumb, Ruth Mander,

Clerk: Mrs. L. Martin
Richard Webber (County Councillor)

- 2022/135 Apologies for Absence
Apologies for absence had been received from Sandra Hill (unwell). Apologies were also received from Cllr. Catherine Webber (District Councillor) who was attending a District Council meeting.
- 2022/136 Declarations of Interest
Mike Hoath, declared an interest in the agenda item relating to community facilities in that he was a Trustee of Marcham Community Group that ran the facilities.
- 2022/137 Minutes of the meeting held on 11th July, 2022
The minutes of the meeting held on 11th July were considered. The reference to Ms Chitvan Amin, was amended to read Dr. Chitvan Amin. The minutes were approved and signed by the Chairman as a correct record of the meeting.
- 2022/138 Matters arising from the meeting held on 11th July, 2022

Howard Cornish Road – Lime Trees
It was noted that these trees on land owned by the Vale of White Horse District Council had been cut. However, the lights at the top of the street columns were still in the leaves, and the light emitted may be reduced.

During discussion of this item it was also mentioned that growth obscuring the 30 mph signs at the entrance to the village had not been cut back.

Anson Field – Cricket Balls in gardens
Discussions between relevant parties were ongoing regarding cricket balls flying into residents' gardens. Discussions too had taken place with other residents regarding a similar issue with footballs, which too were ongoing.
- 2022/139 Public Participation
There were no other members of the public in attendance
- 2022/140 Planning Matters

a) Decisions on previous applications

P22/V1269/FUL Proposed new dwelling rear of
21 Mill Road
Refused 27th September, 2022

P22/V1359/HH 2 storey rear extension and single storey side
extension
35 Anson Close
Permitted 13th September, 2022

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

P1757/FUL Works to Frilford Junction incorporating:
Widening of A415 Kingston Road and A338 Oxford Road with
provision of 3 metre wide cycle way on the west side of the
A338 and south side of the A415 Kingston Road and widening
of the footway to east side of A338 to 2 metres. Widening of
A415 Frilford Road with provision of 2 metre wide cycle
feeder lane and relocated bus stop waiting area.
Comments: The proposal did not solve long term issues. It did
not address air quality, traffic volumes and did not provide for
the safety of non motorists using the area.

P22/V1359/HH Two storey rear extension and single storey
side extension (amended plans)
35 Anson Close
Comments: Council had no further comments to add.

P22/V1545/FUL Improvements to public open space, including
footpath connections, landscaping, and swales. (as amended by
plans and documentation received 8 August 2022).
Public Open Space - Pointer Place
Comments: Council reiterated earlier concerns regarding lack
of connectivity, path surfacing, and drainage being agreed by
the relevant authorities.

P22/V0246/FUL open fronted steel frame portal building with
walls and roof clad in box profile sheeting for personal use
only. (As amended by plan received 21 July)
White Hart Wood, Blackgate Lane
Comments: Whilst the building had been made smaller, the
Council's earlier concerns regarding access off the A338,
impact on the footpath, effect on wildlife and lack of bat survey
were still valid

Details pursuant to Condition 19 (Annual Water Monitoring) of
permission MW.0014/22
Upwood Quarry
Comments: The site is upstream of nature reserves. There was
no independent check that discharges would not adversely
impact the reserves, and concerns were raised that levels of
Cadmium were higher than those permitted.

P22/V1269/FUL Erection of new dwelling (amendments)
21 Mill Road
Comments: Council had no further comments to add to its previous submissions.

The Chairman also referred to MW.0117/22 - Details of bunds pursuant to condition 25 in MW.014/22 which re-ordered the workings of the sand extraction fields at Upwood Quarry. The Council had been notified since the preparation of the agenda, and comments under delegated powers were being considered. He asked Cllr. Richard Webber to seek out the application, as there could be impact on the nearby SSSI and nature reserves from the works proposed by this application. The Clerk would provide Cllr. Webber with the details.

c) Applications considered at the meeting

There were no applications considered.

2022/141

District Councillor's Report – Cllr. Catherine Webber
Cllr. Richard Webber gave a report on behalf of Cllr. Catherine Webber.

Great Big Green Week – 24th September – 2nd October

The Vale of White Horse District Council was supporting this national campaign which encouraged communities to act to help tackle climate crisis and to improve the environment.

Woodland Trust – The Queen's Green Canopy

The tree planting initiative for the Queen's Platinum Jubilee had been extended to Spring 2023. Photographs of trees already planted were requested.

Vale of White Horse District Council – Office move

From Monday 3rd October the District Council's offices were locating to Abbey House, Abingdon for a temporary period pending the construction of new shared offices in Didcot with South Oxfordshire District Council.

2022/142

County Councillor's Report – Cllr. Richard Webber

County Council budget

The County Council, in the light of the current economic situation of inflation and rising energy costs, was looking to make budget cuts.

Mill Road bridge – bridleway closure

Cllr. Webber gave an update report.

Whilst Cllr. Webber was present at the meeting, Council reordered the agenda and discussed the following:

2022/143

Oxfordshire County Council – Traffic Filters Consultation

The Chairman referred to residents' concerns regarding the proposed traffic filters and introduction of permits whereby only certain categories of vehicles could access the city centre. This would affect journeys for shopping, and access to the main John Radcliffe hospital, as restrictions on the city centre would cause more traffic on other routes.

The Clerk would provide the details of the consultation to Cllr. Richard Webber. Members were requested to let the Clerk have their thoughts on the consultation document.

RESOLVED:

that the Parish Council's response be delegated to the Clerk in consultation with the Chairman.

2022/144

Bus Changes

Council noted that the X1 bus service was now run by the Oxford Bus Company, and there had been changes to the timetable. Buses were now running half hourly. The general feedback was positive. The Chairman stated that local consultation would have been appreciated prior to the agreement by the County Council, on the details of the changes.

2022/145

The Crown Public House

Mark Harvie gave an update report. The business development manager for Admiral Taverns, had confirmed that the public house was not for sale and that the brewery was actively recruiting for a new tenant. There was a planned investment scheme, but he was unable to state at this stage when the public house would re-open.

2022/146

Cllr. R. Webber left the meeting at 8.25 p.m.

2022/147

Neighbourhood Plan

No further update report was available.

It was suggested that the hall booking for the October meeting of the Parish Council be allocated to the Neighbourhood Plan group for progressing the Plan. Owing to the delay in being able to hold the September meeting of the Parish Council due to the death of H.M. Queen Elizabeth II, there was not a requirement for an October meeting of the Council.

2022/148

Community Facilities

Play Area

Council noted the report from RoSPA, and MRH Services who undertook a quarterly inspection of the play area. The Chairman and Clerk had met with the maintenance contractor and instructions issued to undertake basic essential repairs in order to keep the play area safe, until a new play area is planned and installed.

The Council's working party, had approached key play equipment manufacturers who had visited the new area, and who were in the

course of putting together suggestions for play equipment. 3 responses had been received and a fourth was awaited. Once all information had been received a further meeting of the working party would be held.

Community Shelter

Council noted the estimate of the cost of manufacture and installation of the shelter, and discussed the funding available under s. 106 Town and Country Planning Act 1990. Council would need to find additional funding.

RESOLVED:

- (i) that a more detailed breakdown of the costings of the elements involved be obtained
- (ii) that Sandra Hill, who was leading the project, discuss the matter with the preferred contractor

Drainage Pump – Barrow Close

The drainage pump which served the hall and 5 dwellings was switched off. The developer had arranged for this to be emptied on a weekly basis, and was expecting his drainage engineers to re-design the system.

2022/149

Community Speed Watch

James Plump gave a report. Thames Valley Police had been contacted to arrange a meeting.

2022/150

Infographic

Draft designs had been prepared by Dr. Chitvan Amin. Council discussed the options. There was a preference for the third hexagon shape design.

Discussion took place on the Council creating a logo for the Council. It was suggested that the school could be involved, and an article in Marcham and District News could appear asking for suggestions. A prize would be awarded to the designer of the selected logo. In the first instance this matter would be progressed by Dr. Chitvan Amin.

RESOLVED:

- (i) that the infographic be included in the next issue of Marcham and District News
- (ii) that a competition be arranged, with a prize to be awarded, for a logo design.

2022/151

Facebook

Council considered the setting up of a Facebook page for the Council. In view of many other ongoing commitments, and the existence of the Council's website, and the community run Facebook group. It was

RESOLVED:

That no Council specific Facebook group be set up for the time being.

2022/152

War Memorial (Grade II listed)

Council considered a query from Revd. Nick Weldon as to the location of the war memorial on a main A road, and whether relocation to a safer setting would be appropriate.

Council had considered this some years ago, but agreed that the matter was worth re-visiting and investigating again. Some new locations were mentioned as possibilities.

Council noted that Road Closure Order for Remembrance Day on 13th November was being applied for, and that voluntary help to tidy the war memorial had been offered.

RESOLVED:

- (i) that the clerk investigate the relevant legislation for relocating a war memorial
- (ii) that possible locations be considered by members
- (iii) that Revd. Nick Weldon be asked as to siting in the Churchyard and the effect of the historical formal closure of the Churchyard by Order in Council.

2022/153

Vale of White Horse District Council – Community Infrastructure Levy Funds

The District Council was holding £6164 of CIL funds allocated to the Parish Council.

RESOLVED:

that the Vale of White Horse District Council continue to hold these funds on behalf of the Parish Council.

2022/154

Duffield Place – Dropped kerbs

Council noted correspondence from a resident regarding difficulties for those in wheelchairs and mobility scooters accessing parts of the village. This was particularly the case in the area of the elderly persons accommodation at Duffield Place, where crossing Howard Cornish Road to access the bus stop was impossible.

RESOLVED:

that the matter be referred to Oxfordshire County Council, as the kerb appeared not to meet requirements for disability.

2022/155

Correspondence

- a) OALC – newsletter July and August.
- b) Police/Crime bulletin August and September
- c) From resident – overgrown hedging on A415 between Abbots Grange and The Willows. Concerns also raised regarding the lack of tarmac path in the Monks Walk development.

- d) OALC – Draft minutes of its AGM held on 4th July.
- e) Oxfordshire County Council – EV charging point information – circulated.
- f) Oxfordshire County Council – Parish Transport Representative meeting Wed. 19th October at 1.30 p.m. via Teams.
The Clerk was asked remind members of this meeting, in case anyone wished to attend, as the Council currently did not have a parish transport representative.
- g) Oxfordshire County Council – Electric blanket testing information
- h) Oxfordshire County Council – A420 roadworks near North Hinksey from 13th September for 10 days resulting in eastbound overnight closure and diversion between 7.00 p.m. and 6.00 a.m.
- i) CU Medical – Defibrillator software upgrade – work carried out on the Council’s defibrillator outside the school on 9th August.
- j) NHS Medication – Notification from NHS of how to obtain emergency prescriptions. This has been given to the editor of the village newsletter for publication.
- k) Oxfordshire Community First – Summer newsletter
- l) Vale of White Horse District Council – Settlement questionnaire as to facilities within the parish. – completed by Clerk.
- m) Vale of White Horse District Council – moving offices from 3rd October to Abbey House, Abingdon.
- n) Oxfordshire Playing Fields Association – Note on inspection of playgrounds.
- o) IF Oxford Science and Ideas Festival – 6th – 30th October, 2022.
- p) Thames Water – Water Resources Forum Thursday 15th September at 10.00 a.m. via Teams.
- q) Marcham Parochial Church Council – Climate Change Fund
The Church had been awarded £5000 for its Climate Change project, and will be inviting discussions with interested stakeholders. They are meeting 12th September. – previously notified to members.
- r) Rural Housing Trust – Notification that a share (69%) in a property within the rural exception site area of Longfields had become available for purchase by someone with a local connection who met the relevant planning criteria.
- s) South and Vale Citizens Advice Bureau – Annual General Meeting
Tues 18th October at 6.30 p.m. in the Guildhall, Abingdon.
- t) Oxfordshire Playing Fields Association – AGM, Eynsham Pavilion, at 7.30 p.m.

2022/156

Accounts

Council noted the accounts for the period ending 30th June 2022, and balances available. Council reviewed the appointment of a councillor to check the accounts and sign bank reconciliations, as the Chairman had carried out this task recently, and it would therefore be prudent to change. Council noted that IAC Audit and Consultancy Ltd has advised that unfortunately it would cease providing internal audit services to the Council owing to staff shortages.

Nationwide Building Society Account

Council noted that the one year saver account with the Nationwide

Building Society matured on 26th September. Reinvestment was discussed.

Local Audit (Smaller Authorities) Regulations 2015

Council noted the provisions of the Regulations and the appointment of an external auditor. Discussion took place on whether to remain with the Smaller Authorities Audit appointed auditor or to opt out of the scheme. The requirements, should Council opt out, were noted.

External Audit Report 2021/22

Council noted that the external audit for the 21/22 year had been completed and that the information contained within sections 1 and 2 of the annual governance and accountability return accounts was in accordance with proper practices and no matters came to their attention which gave cause for concern. The Notice of Completion of the Audit, and the report from the External Auditor had been placed on the website on 28th September 2022 to supplement parts 1 and 2 of the Annual Return already displayed.

The list of payments had been circulated to members, and Council noted the cheques numbered 3535 to 3554 and cemetery account cheque 417, and authorised payments in the sum of 11235.68 in respect of administration costs, play area checks and repairs, grass cutting, and cemetery work.

RESOLVED:

- (i) that Sheena Bigden act as the member to check the quarterly accounts, with Mike Hoath as substitute.
- (ii) that £50000 invested with Nationwide Building Society be reinvested with Nationwide Building Society for a 12 month period.
- (iii) that this Council continue to use the external auditor appointed by the Small Authorities Audit Appointments body.
- (iv) that the external auditor's report for 21/22 be noted
- (v) that the list of payments be approved.

2022/157

Standing Orders

The duration of the meeting had been 2 hours and Council agreed to suspend Standing Order 3Z to allow business to continue.

2022/158

Matters Raised by Members

Allotments

An allotment holder had requested to join the allotment working party. The Council had no objection to this. The Council could ratify the matter at the next meeting. The Clerk would contact the allotment holder.

Old signage from the allotment gate was in need of removing.
A bees nest had been found under a compost bin on one plot. Ruth Mander offered to speak to the producer of Marcham honey to seek advice as to the removal of the nest. Rats too had been noticed on the allotment plots.

Code of Conduct Training

The new date for the training in the new Code of Conduct was awaited.

Litter Pick

Malcolm Denton had arranged a village litter pick. It was suggested that a note of thanks be sent to him.

2022/159

Items for Marcham and District News

The Clerk would prepare an article for MAD News. The Chairman reminded members of the copy date deadline, and requested that items for inclusion be submitted to the Clerk in good time.

2022/160

Date of Next Meeting

The next meeting would be held on Monday 14th November, 2022 at 7.30 p.m. in the village hall. The October meeting was cancelled with the date and time being allocated to Neighbourhood Plan matters.

The meeting closed at 9.40 p.m.

Signed Date