

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Monday 12th February, 2024 commencing at 7.30 p.m. held in the village hall, Barrow Close Marcham

Present:

Mark Harvie, Sandra Hill, Michael Hoath, Ruth Mander, James Plumb,
Joe Withers

Clerk: Mrs. L. Martin

Cllr. Robert Clegg (District Councillor)

One member of the public joined the meeting at 7.45 p.m.

- 2024/29 Apologies for Absence
Apologies had been received from Chitvan Amin and Sheena Bidden.
- 2024/30 Declarations of Interest
Michael Hoath declared an interest in the agenda item relating to Parishioner of the Year, in that he was connected via business conduct with some of the nominees. James Plumb declared an interest in the agenda item relating to allotments, in that his neighbour was an allotment holder affected by the allotment topics which were being debated.
- 2024/31 Public Participation
No members of the public had arrived at this point in the meeting.
- 2024/32 District Councillor's Report (Cllr. Robert Clegg)
Cllr. Robert Clegg gave an update report on District Council matters.
- Willow Farm / Monks Walk footpath – This enforcement matter had reached the next stage with a requirement for the developer to complete the tarmac works and new bridge link by the end of April.
- Willow Farm – sewage – Cllr. Clegg was preparing to apply pressure on Thames Water to remedy the regular overflow problem which was experienced in The Willows during periods of heavy rainfall.
- Bloor Homes – sewage – In view of the continuing issues at the adjacent site of Willow Farm, Cllr. Clegg would speak with the planning officer dealing with the discharge of conditions applications.
- Highway Verge Grass Cutting – The plans showing highway verge and land which is the responsibility of the District Council to cut were continuing to be sorted.
- Howard Cornish Road – Parked Caravan – Following research, it had been established that the caravan was parked on land in the ownership of the District Council. Enquiries had been made of its property team regarding its relocation.

Parkside – access road condition - The access to 29 to 32 Parkside, which was a non adopted roadway appeared to be in need of repair. This had been referred to the District Council’s property team, as it was owned by the District Council.

Neighbourhood Plan – progress – Cllr. Clegg had put the District Council’s Neighbourhood Plan team in contact with the steering group, so that assistance could be give with the Plan.

Budget Setting – The District Council’s budget for 24/25 would be set on 21st February, 2024. Income was likely to drop owing to declining interest rates on reserves, and central government support levels were unknown.

South East Strategic Reservoir Option – Cllr. Clegg had attended a technical briefing on flood risk and flood compensation. This had explained the different types of flooding, and the impact that the proposed reservoir might have. Watercourses would need realignment and replacement flood plain storage areas needed. A moat or diversion channel was proposed for the surface water run off. Modelling was ongoing. Non statutory consultation would take place in the Summer.

2024/33

County Councillor’s Report (Cllr. Richard Webber)

Owing to the absence of Cllr. Webber, no report was available.

2024/34

Minutes of the meeting held on 4th January, 2024

The minutes of the meeting held on 4th January, 2024 were agreed and signed as a correct record of the meeting.

2024/35

Minutes of the meeting held on 8th January, 2024

The minutes of the meeting held on 8th January, 2024 were amended to include James Plumb in the list of those attending. In all other respects they were agreed and signed as a correct record of the meeting.

2024/36

Matters arising from the meetings held on 4th and 8th January, 2024

Oxfordshire – Draft Charter

It was noted that in the absence of detailed responses to the Clerk, no response to the consultation had been submitted to Oxfordshire County Council.

Annual Meeting for Electors

Council noted that the date of this meeting had been set for Wednesday 22nd May, 2024. Cllr Cleg advised that he would not be able to attend that evening. It was suggested the date be moved to Wednesday 15th May, 2024 at 7.30 p.m. The date had not been formally advertised. The Clerk would try and adjust the date of the meeting.

Lion Close – Footpath

Council noted that the residents had confirmed that they were seeking legal advice in regards to the footpath.

a) Decisions on previous applications

P23/V2787/HH Install replacement PCVu conservatory
16 Parkside
Permitted 1st February, 2024

P23/V2670/HH Move the front door to the side of the porch.
Extend the length and the depth of the porch, construction of
small concrete ramp with level threshold.
5 Haines Court
Permitted 6th February, 2024

P23/V2633/HH Single storey front, side and rear extensions
87 Howard Cornish Road
Permitted 11th January, 2024

b) Applications dealt with prior to the meeting

P23/V2670/HH Move the front door to the side of the porch.
Extend the length and depth of the porch, construction of small
concrete ramp with level threshold.
5 Haines Court
Comments: Council had no objections

P23/V2840/HH Installation of air source heat pump
97 Howard Cornish Road
Comments: Council had no objections provided there were no
noise implications for the neighbouring property

c) Applications for consideration at the meeting

P24/V0164/HH Convert the existing garage first floor from a
games room to an ancillary accommodation annex
Beechfield House, Frilford Heath
Members recalled a previous application for a garden room.
The Clerk would check the details of this application.
Council had no objections provided the accommodation was
not used independently from the dwelling, or rented out.

RESOLVED:

- (i) that the final comments to be submitted to the Vale of White Horse District Council, be delegated to the Clerk in consultation with the Chairman, once aspects of the earlier application had been checked.
- (ii) that the comments to be submitted include the wish that the accommodation not be used independently from the dwelling or rented out.

P24/V0248/LB Installation of ventilation cooker hood above cooking range in kitchen to vent through kitchen wall.
21 North Street
Comments: Council had no objection

d) Vale of White Horse District Council - Local Plan 2041

Council considered the District Council's preferred options consultation document, and the effect of the proposed development of 2750 houses on the Dalton Barracks site. Concerns were raised regarding the impact of these houses on the A34 Marcham interchange, which was already congested. Clarity of traffic flows was needed, as was a new junction.

Council considered that it was unlikely that the Neighbourhood Plan would encourage more housing within Marcham and therefore the Local Plan should not include a strategy to allow for this in regards to Marcham.

RESOLVED:

- that
- (i) concerns be raised regarding traffic flows, the need for a new junction, and the effect on the A34 Marcham Interchange.
- (ii) no comment be made regarding the inclusion of a strategy to allow parishes wishing to deliver more housing as part of the Neighbourhood Plans.

e) Community Infrastructure Levey – payments from Vale of White Horse District Council

Council noted that the Vale of White Horse District Council was holding £11190 which it could pass to the Parish Council. Brief discussion took place on the possible use of these funds.

RESOLVED:

- (i) that Council considers possible uses for these funds.
- (ii) that the Vale of White Horse District Council continue to hold these funds on behalf of the Parish Council.

2024/38 A member of the public joined the meeting. He had arrived to hear debate about the agenda item relating to allotments.
The Chairman proposed and Members agreed to change the order of business to take the item relating to allotments as the next item.

2024/39 Allotments

Council noted that some raised beds had been sited on the Council's parking area. Correspondence from the tenant who had sited these had been circulated and read by members. Discussion followed and it was generally agreed that the beds could remain until 31st December 2024, by which time they should be removed. They should be visible to motorists using the parking area. No charge would be made.

Council considered the composition of the allotment working party. This currently comprised 3 councillors and 1 tenant. A request from a tenant to join the working party had been received.

Council considered a request for a skip to be sited at the Cow Lane allotments in order for tenants to clear their plots of non biological waste before the growing season commenced. Council was minded to permit this as a one off trial

RESOLVED:

- (i) that permission be given to the allotment tenant who had sited raised beds on the parking area, formerly plot 14, to leave them there for the current growing season.
- (ii) that the beds be removed by 31st December, 2024
- (iii) that until their removal they be marked in such a way as to be fully visible to motorists.
- (iv) that the composition of the allotment working party be amended to 3 councillors, and 3 tenants
- (v) the terms of reference to remain as “ to consider the maintenance requirements, and the management of the allotment sites, and to report back to Council”.
- (vi) that new tenant Richard Pain be invited to join the allotment working party
- (vii) that the working party be authorised to arrange a skip for the Cow Lane allotment site for one weekend near Easter at a cost of no more than £500.

The member of the public left the meeting.

2024/40 Development of 84 houses south of A415, Abingdon Road – Street Names
Council had invited suggestions for street names from residents. There had been over 30 suggestions in addition to the names of parishioners who had lost their lives in the two world wars. Council considered the suggestions put forward and agreed that historical names be submitted to the Vale of White Horse District Council for consideration.

The Chairman called for a show of hands for those in support of using the names of Stone and Rimes from Inclosure maps, Merece as the origin of the name of Marcham from wild celery, and Edgar, as King Edgar gave Marcham to Abingdon Abbey.

In favour	Against	Abstention
6	0	0

RESOLVED:

that the street names of: Rimes, Stone, Merece

and Edgar be put to the Vale of White Horse District Council for consideration to be used for the naming of streets in the Bloor Homes development.

2024/41 North Street – double yellow lines close to A415 junction

Council noted comments from Oxfordshire County Council in regards to the possible installation of double yellow lines in North Street, near the junction with the A415. The process was to be placed on a waiting list for any scheme to be investigated. Should financial support be forthcoming, then the scheme could be fast tracked. The cost would be in the region of £4000. Members thought that the bus company could raise the issue, in view of the difficulties encountered with parked vehicles and turning at the junction. This might encourage the scheme to be investigated at an earlier stage

RESOLVED:

that a scheme for double yellow lines be placed on the County Council's list of waiting schemes for investigation.

2024/42 Electoral Commission – Electoral Review – Vale of White Horse District Council

Council considered the ward divisions on the Vale of White Horse District Council. It was considered satisfactory at the moment, however if the Dalton Barracks housing development went ahead there would need to be a review owing to a disproportionate number of houses in one location.

RESOLVED:

that this Council request that an interim review be undertaken should a large housing development such as Dalton Barracks be developed

2024/43 s. 106 art project funding

Council noted some art funding being held by the Vale of White Horse District Council was close to its expiry date. Initial project ideas were lighting on the path from Howard Cornish Road to Harding Way, and an art project at the war memorial.

RESOLVED:

- (i) that Abigail Brown, arts officer, Vale of White Horse District Council be invited to attend future meeting,
- (ii) that Abigail Brown be asked, in the interim to consider both a project at the war memorial, and possible lighting along the path from Howard Cornish Road to Harding Way.

2024/44

Correspondence

a) Thames Water – Workshop event Didcot Civic Hall Saturday 2nd March 9.30 a.m. on South East Strategic Reservoir Option. Mark Harvie would attend this event.

b) Keep Britain Tidy – Spring Clean event 15th March to 31st March. Council considered this event, and noted previous litter picks had been arranged by a resident Malcolm Denton

RESOLVED:

that Malcolm Denton be asked whether he could arrange a litter pick.

2024/45

Community Facilities

Council considered a request from a resident to mark an “H” for helipad in the Anson Field. Space was limited with sports pitches, and play area. In addition it was not a permanent landing site. Council noted that the request had been passed to Marcham Community Group for its consideration, as tenants/managers of the field.

Council received a verbal report from its representatives who attended a meeting with Marcham Community Group to review the Leases and Management Agreement. Finances had been presented, and a review of the accounts undertaken, as well as questioning the meeting frequency, as outlined in the documentation. Hall usage was considered, as was that of the field together with field maintenance costings, the wording for signs to be erected, and litter bin emptying. The safety at the entrance had been discussed.

Council discussed issues relating to the finance figures, bar income, s. 106 funding origins and usage, and long term future of the hall.

Council considered a quotation for a road safety audit for the entrance off Barrow Close and the access to the hall.

RESOLVED:

- (i) that as far as the Parish Council was concerned, that no helipad landing area be marked out on the Anson field.
- (ii) that the report from the joint meeting between the Parish Council and Marcham Community Group be accepted.
- (iii) that clarification of ownership of the hall, Lease terms and what happens if there is a shortfall in funding for the hall’s needs, be placed in Marcham and District News.
- (iv) that a quotation in the sum of £1750 be accepted from MJA Consulting, for

undertaking a road safety audit, and a further sum of £1250 for addressing safety considerations accepted.

2024/46

Churchyard Tree Works

Council noted a quotation for works to trees in the Churchyard.

RESOLVED:

that ADM Trees be instructed to carry out the works to the Churchyard trees as outlined in the report from Sylva Consultancy in the sum of £2100 plus vat.

2024/47

Meeting Duration

The duration of the meeting was 2 hours and it was

RESOLVED:

that standing order 3x be suspended to allow business to continue

2024/48

Finance/Accounts

Council noted the bank reconciliation as at 31st December, 2023, and the budget monitoring report.

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.

RESOLVED: that

- (i) the report on the bank reconciliation and budget monitoring be accepted
- (ii) the report from the Review of Effectiveness of Internal Audit Working Party be noted and recommendations accepted.
- (iv) the Audit Plan Jan 24 and Terms of Reference 18.1.24 be accepted
- (v) Pauline Hedges be appointed internal auditor for the year 23/24

The list of payments had been circulated to Members, and Council noted the cheques numbered 3717 to 3724 and authorised payments in the sum of £2602.58 in respect of administration costs, play area checks, and Christmas tree lighting expenses.

2024/49

Parishioner of the Year

Council considered the shortlist of nominees for the award for 2023. The award was usually presented at the annual meeting of electors. Discussion took place as to whether the award could be given to an organisation. The preferred recipient was selected. The working party would progress the matter.

2024/50

Matters raised by Members

Tower Close - tall flue

It was reported that a very tall flue had been put through the roof of a property adjacent to the footway to the field, in Tower Close. The Clerk was asked to draw this to the attention of Cllr. Rob Clegg / planning enforcement.

Speed limited A415 westwards

It was reported that the speed limit westwards from just beyond Church Street appeared to be 30 mph, as new signage had been installed. The Clerk would make enquiries.

Projects – Future Management

The co-ordination of future projects and funding would be an item for the next agenda.

Staff Committee

A meeting of the staff committee was mentioned. The Clerk advised that the staff appraisal was still outstanding, and that a committee meeting could be held once that was completed.

2024/51

Items for MAD News

The Clerk would prepare an article for MAD News.

2024/52

The Chairman moved that in accordance with s. 1(2) Public Bodies (Admissions to Meetings) Act 1960 that the public and press be excluded from the meeting during consideration of the following item on the grounds that publicity would be prejudicial to the public’s interest by reason of the confidential nature of the business to be transacted

RESOLVED:

that the public and press be excluded during consideration of the following item which related to exempt information

Item discussed – Access across Parish Council land. Council considered correspondence.

2024/53

Date of Next Meeting

The next meeting, would take place on Monday 11th March, 2024 at 7.30 p.m. in the village hall, Barrow Close.

The meeting closed at 10.00 p.m.

Signed Date