

MARCHAM PARISH COUNCIL

Minutes of a meeting of Marcham Parish Council held on Monday 14th October, 2024 commencing at 7.30 p.m. and held in the village hall, Barrow Close Marcham

Present:

Sheena Bigden, Mark Harvie (Chairman), Sandra Hill, Michael Hoath, Ruth Mander, Joe Withers

Clerk: Mrs. L. Martin

Cllr. Robert Clegg (District Councillor)

Cllr. Peter Stevens (County Councillor) joined at 7.30 p.m.

- 2024/186 Apologies for Absence
No apologies had been received.
- 2024/187 Declarations of Interest
Michael Hoath declared an interest in regards to the Council relocating its meeting on 9th December, as the resulting income for Marcham Community Group may be affected, and he was a Trustee of MCG who managed the finances.
- 2024/188 Minutes of the meeting held on 9th September, 2024
The minutes of the meeting held on 9th September, 2024 were approved and signed by the Chairman as a correct record of the meeting. The Chairman offered his thanks to Sheena Bigden for acting as Chairman in his absence, at the last meeting.
- 2024/189 Matters arising from the minutes of the meeting held on 9th September, 2024
s. 106 Art Funding and allotment funding
Council noted that the applications for funding had been lodged for both the art funds and allotment funds. In regards to the art funding, a quotation for the bench seat was awaited. A query was raised as to research as to who the manufacturer was of the bench in the MG History garden at the junction of Marcham Rd and Drayton Rd Abingdon. It was believed to be David Ogilvie Engineering.
- 2024/190 Public Participation
There were no members of the public present.
- 2024/191 District Councillor's Report – Cllr. R. Clegg
A written report submitted by Cllr. Clegg in advance of the meeting, had been circulated and read by members. The report was noted.
- Parkside access lane – condition
There would be a requirement to install some additional drainage gullies to help mitigate any surface water pooling. There would be wider cost implications, and once costings were known, a plan could

be made for a realistic timescale for the execution of the works. Owing to possible disruption, the work could be carried out in phases. An update would be provided to Cllr. Clegg by the Vale of White Horse District Council before any permanent works were instructed.

Joint Local Plan

Oxford City Council's Local Plan had been rejected by the Planning Inspectorate owing to the numbers of houses to be built in non city areas i.e. in the Districts surrounding Oxford. The Joint Local Plan for the Vale of White Horse District Council and South Oxfordshire District Council was out for its final round of consultation. Following investigations as to possible housing planned for Marcham, Cllr. Clegg was able to confirm that a site identified south of Marcham had been considered but discounted, primarily on grounds of heritage assets and water resources.

Flooding

Significant floods had occurred in Abingdon in September. There appeared to be no serious issues in Marcham.

SESRO – Reservoir

DEFRA had responded to a letter from the Leader of the Vale of White Horse District Cllr. Bethia Thomas.

Waste Collection

This was being monitored closely as there had been some minor disruption to kerbside waste collection owing to the recent flooding and staff shortages.

Street Trading

A new street trading policy was considered at a meeting of the General Licensing Committee on 20th September. This would go out for public consultation shortly.

SESRO – Reservoir Impact Assessment Scoping Report

Cllr. Clegg had proposed a motion to the Vale of White Horse District Council that that Council write to the Secretary of State to ensure that embankment failure risk analysis and mitigation planning, together with risk analysis and mitigation planning for the impact of emergency drawdown on flooding along the Thames valley be included in the scoping report.

2024/192

County Councillor's Report – Cllr. P. Stevens

Cllr. Stevens gave a brief update report.

Highways

He had walked the village with County Council officers and parish councillors/clerk in regards to highway matters.

Councillor Priority Fund

This was closing in November for applications. Members asked if the clearing of the cycle track/A415 could be funded from this. When it was last carried out, the county councillor had arranged it.

Dalton Barracks housing development

Cllr. Stevens had attended a briefing by WSP on behalf of the Defence Infrastructure Organisation. Public consultation on the proposals had been delayed slightly to avoid confusion between documents, as the District Council was undertaking consultation on its Local Plan.

General discussion followed with Cllr. Stevens regarding the Dalton Barracks site.

2024/193 Cllr. Stevens left the meeting.

2024/194 Planning Applications

a) Decisions on previous applications

P24/V2513/HH Two storey rear extension
13 North Street
Permitted 9th September, 2024

P24/V1880/FUL Change of use to single family dwelling including demolition of ground floor refectory on western elevation, replacement with single storey side extension. Internal alterations, landscaping and erection of ancillary garden buildings
Denman College, New Road
Permitted 11th September, 2024

P24/V1824/HH Demolish single storey rear extension, and replacement replacement, together with the addition of new openings in the ground floor side elevation.
8 Kings Avenue
Permitted 2nd October, 2024

P24/V1598/FUL Erection of temporary sales centre
Access off A415, associated works
Land south of A415 – Bloor Homes
Withdrawn 13th September, 2024

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

P24/V0351/FUL Single storey front and two storey side extension. Erection of new dwelling to the rear (additional information – bat survey report)
10 The Gap

Comments: As bats had been found at the property, the Council asked for bat boxes to be located, and mitigation measures to be taken.

c) Applications considered at the meeting

None received

d) Planning Correspondence
South Oxfordshire District Council and Vale of White Horse
District Council Joint Local Plan 2041

Council noted the publication of the final draft of the Joint Local Plan, and considered possible comments to be submitted. Items identified which affected Marcham, were already known. Following some discussion, it was

RESOLVED:

- (i) that the Council not submit any comments on the Joint Local Plan
- (ii) that Members comment as individuals should they wish to do so.

2024/195

Community Facilities
Barrow Close access/Morland Road

Council noted that the Anson Trust had discussed the Road Safety Audit, sent to them in July, in regards to the Barrow Close entrance. A detailed written response was still awaited from them. Council had previously agreed that the starting point to improve safety was the speed hump at the main entrance, and it was felt that after 3 months, a response on the one point could reasonably be expected.

RESOLVED:

- (i) That a letter be written to the Anson Trust to request that they urgently confirm the installation of the speed hump, as per the safety audit report.
- (ii) That a copy of the letter be sent to Marcham Community Group with a request that MCG also write to the Anson Trust in support of the action to install a speed hump at the entrance into Barrow Close.

Play Area

Council noted that work to install the new equipment had been hampered by bad weather, but that work was essentially complete, and was awaiting post installation inspections. Discussion took place on the possibility of a formal opening, erecting a plaque to recognise the donations from organisations as well as repainting the fence railings and the older roundabout

RESOLVED:

- (i) that quotations for repainting the older items be obtained.
- (ii) That a formal opening be arranged for Spring 2025
- (iii) That suggestions as to who should be invited to undertake the formal opening be given to the clerk
- (iv) That a plaque be erected on the site regarding the formal opening and listing those who had made financial contributions towards the project
- (v) That the Clerk contact donors to see if they wished their names to be included.

2024/196

Meeting with Oxfordshire County Council's Highways Engagement Team – 19th September, 2024

The County Councillor, Mike Hoath, Ruth Mander and the Clerk had met with the Highways Engagement Team showing them issues in Marcham. These included the entrance off Barrow Close, the A415 both East and West of the village, and the war memorial area and North Street sunken trenches. General discussion had taken place regarding super users and direct reporting of highway matters to the county council, the length of grass in rural areas, forward planning of accesses and joined estates in planning, and contribution towards highway verge grass cutting costs.

RESOLVED:

- (i) That the road safety audit report for Barrow Close entrance now be sent to the County Council
- (ii) That residents be encouraged to place matters of highway concern on Fix My Street
- (iii) That an advertisement be placed in Marcham and District News inviting people to come forward if they are interested in becoming a highway superuser.

2024/197

Remembrance Sunday 10th November, 2024

Council considered the arrangements for Remembrance Sunday and noted that the road closure order for New Road, Church Street and a section of the A415 had been obtained. A wreath had been ordered from the Royal British Legion, which would be laid by the Chairman at the war memorial as part of the service. M.P. Layla Moran had indicated she would be in attendance and would also lay a wreath. Council considered a donation to the Royal British Legion Poppy Appeal, and noted that the Clerk had already purchased a wreath, the cost of which would need reimbursing.

RESOLVED:

that under s. 137 Local Government Act 1972 a total donation of £170 be given to the Royal British Legion Poppy Appeal.

2024/198

Community Infrastructure Levy

Council noted the amount of £56,393.66 of Community Infrastructure Levy that was now being held by the Vale of White Horse District Council. The rapid increase in the amount available was essentially due to a large sum being transferred from Bloor Homes in regards to their new development south of the A415. The time limit for spending the sums in accordance with the CIL Regulations was 5 years.

RESOLVED:

- (i) That all Community Infrastructure Levy Funds being held by the Vale of White Horse District Council on behalf of Marcham Parish Council now be transferred to the Parish Council.
- (ii) That the funds, when received, be placed on short term deposit interest bearing account with instant access.

2024/199

Likely projects identified at Budget time 2023 for 24/25 financial year
Council noted the projects identified when setting the budget in 2023, and the progress to date. Council set priorities as firstly the lighting in Harding Way, secondly the war memorial improvements, and thirdly the path from the Churchyard westwards past the cemetery gates to the fork in the path. It was suggested that the path alongside the Anson field could also be considered. The “green” footpaths working party would consider this.

RESOLVED:

that the projects be reviewed at the next budget meeting.

2024/200

Cllr. Clegg left the meeting

2024/201

Accounts

Council noted the bank reconciliation as at 30th June, 2024. The accounts for the quarter ending 30th June, had been checked by Sheena Bigden and agreed and signed. The bank reconciliation as at 30th September was about to be carried out, once bank statements for the relevant period had been received
Council noted the budget monitoring position and income and expenditure as at 30th September, 2024.

Council noted that the external audit for the 23/24 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. However, the external auditors did state that they wished to draw the Council's attention that incomplete information was provided with the initial supporting data submitted for review with regards to the level of reserves held by the Council. This was later provided on request. The external auditors stated that the Parish Council should, in future, ensure that reserves levels are considered thoroughly, and explanations provided with the AGAR when submitted to the external auditor.

Council noted the comments from the external auditor. Reserves were fully considered by the "Reviews of the Effectiveness of Internal Audit" Working Party and reported to Council. Balances and reserves were reported to, and considered quarterly by Council. It was suggested that perhaps Council could comment on the reserves and minute those comments at the quarterly monitoring exercise.

Council noted that the Notice of Completion of the Audit and the report from the External Auditor had been placed on the website on 20th September, 2024 to supplement parts 1 and 2 of the Annual Return already displayed.

The list of payments had been circulated to Members. Council noted the cheques numbered 3804 to 3813 and authorised payments in the sum of £5028.65 in respect of administration costs, grass cutting, play area safety checks, litter bin emptying, and rat treatment.

RESOLVED:

- (i) That the bank reconciliation as at 30th June be noted as well as the earmarked reserves held.
- (ii) That the budget monitoring as at 30th September be noted
- (iii) That the report of the External Auditor for the year 23/24 be noted, and the additional comments actioned by more regular monitoring and minuting of reserves.
- (iv) That payments totalling £5028.65 be authorised.

2024/202

Matters raised by Members for information
Sheepstead Road – lamppost knocked over

It was reported that a lamppost in Sheepstead Road opposite the junction with Kings Avenue had been knocked over and was leaning at an angle.

Howard Cornish Road – 20 mph sign on A415 Eastern side of the village

It was reported that this sign had been knocked, damaged and twisted round. The matter would be investigated.

Haines Court – parking of drainage tanker

It was reported that the tanker which had been causing obstructions by parking on the pavement had not been seen recently.

Howard Cornish Road – wide verge in ownership of Vale District Council – rubbish left

Questions were asked regarding rubbish left on the verge near Longfields. Cllr. Clegg had raised the matter with the District Council, the relevant departments were aware of the situation, and were dealing with the matter.

Monks Walk – waste lorry parking

It was reported that a waste lorry was parking in Monks Walk. The details on the side of the vehicle and owner would be checked in the first instance. It was noted that Monks Walk had not been adopted by the County Council and the road was therefore a private road.

4 North Street – fence / planting

A planning application was determined in 2023 to remove leylandii hedging and install hazel hurdles and to plant laurel hedging in their place. It was thought that whilst the hazel fence had been erected, there was no indication that laurel had been planted. The matter would be investigated.

2024/203

Items for Marcham and District News November edition

It was suggested that the items include: Vale of White Horse District Council Local Plan, invitation for residents keen to become highway super users to come forward, encouragement for residents to report highway matters on Fix My Street, and Play Area update.

2024/204

Suspension of Standing Orders

The duration of the meeting had been 2 hours, and Council

RESOLVED:

That standing order 3z be suspended to allow business to continue.

2024/205

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

2024/206 Item discussed – Access across Parish Council land. Council received an update report.

2024/207 Date of Next Meeting

The next meeting would be held on Monday 11th November, 2024 in the village hall.

Council considered a request from Marcham Centre to move the scheduled December meeting of the Council to the smaller meeting room, as another booking had been received for the main hall. A member commented that the other organisation had made alternative arrangements. The Clerk asked for a resolution to be passed, in case the matter arose.

Council considered arrangements for an additional budget 24/25 meeting.

RESOLVED:

- (i) That no resolution be passed to determine the location of the Council’s December meeting.
- (ii) That an additional meeting be arranged for December for the purposes of debating the budget for 24/25 and setting the precept.

The meeting closed at 9.45 p.m.

Signed Date