

MARCHAM PARISH COUNCIL

Minutes of the meeting of Marcham Parish Council held on Monday 9th June, 2025
commencing at 7.30 p.m. and held in the village hall, Barrow Close Marcham

Present:

Sheena Bigden, Keely Ewart-Brookes, Mark Harvie (Chairman), Michael Hoath, Ruth Mander, Andrew Mason, Tanya Rosenfeld, Joe Withers
Clerk: Mrs. L. Martin

Cllr. Robert Clegg (District Councillor)
Joined by Cllr. J. Plumb (County Councillor)

4 Member of the public

The Chairman welcomed the members of the public to the meeting.

- 2025/126 Apologies for Absence
Apologies for absence had been received from Sandra Hill.
- 2025/127 Declarations of Interest
There were no declarations of interest.
- 2025/128 Minutes of the annual meeting held on 12th May, 2025
The minutes of the annual meeting held on 12th May, 2025 were approved and signed by the Chairman as a correct record of the meeting.
- 2025/129 Matters arising from the minutes of the annual meeting held on 12th May, 2025
There were no matters arising.
- 2025/130 Public Participation
Temple Gate – Pye Homes development off Sheepstead Road
A member of the public raised queries in regards to the new housing development in that the residents understood that a Management Committee was due to be set up to manage the shared areas, and trees were due to be planted. There was outstanding boundary fence work as well as path works and issues with litter bins, plus art funding money available. Pye Homes apparently had indicated that works required under the planning consent were essentially complete. The member of the public was asked to provide a written list of the issues he believed were outstanding. The Chairman advised that the Council would, in the first instance, check the list and planning consents and could then possibly write to the District Council as appropriate.

Baptist Church Packhorse Lane

Two members of the Bhagwan Valmik Cultural Association Oxford, spoke regarding the Association's plans for the future use of the Baptist Church site, Packhorse Lane as its place of worship.

2025/131

Possible future use of the Baptist Church, Packhorse Lane

Council agreed to bring this agenda item forwards on the agenda.

Members of the Council asked questions, and indicated their concern regarding the volume of traffic that would be turning into the site from 2 blind bends in the road and general transportation issues bringing people from Oxford. Parking was restricted on the site and there were no other parking areas available closeby. Council members asked to be kept informed of their plans, should they progress their offer for the site with the estate agents marketing the property.

2025/132

District Councillor's report – Cllr. Robert Clegg

Cllr. Clegg gave a report on District Council matters

Joint Local Plan: The inspector had indicated that the plan period may have to be extended as the timetable to adoption was probably too ambitious. Further Sustainability Appraisal work may have to be undertaken on carried forward sites with planning permission. On the duty to cooperate Oxford City Council had been very critical of the engagement with South and Vale, and this was subject to scrutiny by the Inspector. The housing target and requirement had been covered as well as the employment land requirement. The inspector had suggested that the Plan be revisited to cover at least 15 years, so it would become the Joint Local Plan 2042 instead of 2041. The stage two hearings would possibly be held in the autumn allowing time for reflection on the stage one hearing sessions and consideration of additional material to be submitted.

Local Government Reorganisation: Consultation had been launched on the individual proposals put forward by Oxford City, Oxfordshire County Council and the Vale of White Horse/South Oxfordshire councils.

2025/133

County Councillor's report – Cllr. James Plumb

Cllr. James Plumb gave a report on County Council matters:

Councillor's Priority Fund: This was available again. £10,000 for each councillor between May 2025 and May 2027 to be shared within the Division.

Gully cleaning: There were plans to clean and empty every highway drainage gully in Oxfordshire this year and every year going forwards. Additional funds had been put in the 25/26 budget. Marcham's gullies would be cleared between August and September 2025.

Frilford Lights A415/A338 scheme : Revised traffic modelling had been completed, and economic assessment and feasibility design for the preferred option was underway. The options appraisal report was expected late Summer. There would then, in due course, be public consultation.

A415 Road Safety: Oxfordshire County Council was in the process of reviewing all “A” and “B” roads across Oxfordshire as part of Vision Zero programme. There was no confirmed timescale of when the review of the A415 would take place. The hope was that some safety improvements could be added to the A415 as part of that work.

2025/134

Communications/Correspondence

a) A415 – Traffic through village

Council noted and considered correspondence from a resident on the A415 who had expressed concern regarding speeding traffic, and a request for an HGV ban and the installation of a camera, with bollards to shape the line of the road. An HGV ban had been considered previously. The speed had recently been reduced from 30mph to 20 mph, and the road was going to be considered as part of the County Council’s vision zero initiative (a safe system approach to reducing road casualties to zero). The clerk would advise the resident accordingly.

b) Installation Bus Shelter outside 97 Howard Cornish Road

Council considered a complaint from residents regarding the sudden installation of a bus shelter immediately abutting their hedge in a position whereby their hedge could not be cut. They had objected to the proposal at the time of consultation and had understood that the matter would be determined by the Cabinet member for Transport at an open public meeting if there were objections. They had not received any notification of anything. Council noted that at the time of consultation in April 2023, Marcham Parish Council raised no concerns in regards to the proposed bus shelter. In order to be consistent, it was

RESOLVED:

that Council continues to have no concerns in regards to the bus shelter.

c) Howard Cornish Road - Salvation Army Textile Bank

Council considered a request from a resident to have the Textile Bank removed, as there were concerns regarding too many clothing bags being left creating an eyesore. Clothing became damp and attracted vermin.

Council considered whether it was possible to have a different size textile bank, or a second one, or for collections to be carried out more regularly.

RESOLVED:

- (i) that enquiries be made of the Salvation Army
- (ii) that an article be placed in Marcham and District News encouraging residents not to leave clothing bags on the pavement and adjacent to the clothing bank, but to take them to an alternate site such as Tesco or Millets Farm.

e) Howard Cornish Road - Caravan

Council considered a complaint that a caravan was parked without being moved, in the layby outside properties opposite Longfields. It was noted that it had been parked previously further along the road, approximately one year ago, when enquiries by the District Councillor and County Councillor had resulted in it being moved. After some discussion it was

RESOLVED:

- (i) That the matter be reported to the County Council, and left to the County Councillor and District Councillor to try and resolve.
- (ii) That the resident raising the issue be advised that the County Council were investigating the matter.

2025/135

Marcham Society – “Marcham Uncovered” Event Sat. 18th and Sun 19th October, 2025

Council considered a request from Marcham Society to have a stand at their event to show different aspects of Marcham over the years. It had been suggested that the District Council too could participate and may have documents and information available. Cllr. Rob Clegg had approached Vale of White Horse District Council. It was noted that they had a Community Engagement Team who may be able to assist.

RESOLVED:

- (i) That the matter be referred to the Vale of White Horse District Council and Cllr. Robert Clegg.
- (ii) That Parish Council members note the dates of the event with a view to assisting

2025/136

Planning Applications

- a) Decisions on previous applications
- b) Applications dealt with prior to the meeting
None received

c) Applications considered at the meeting

P25/V0730/HH Single storey front extension at ground, removal of existing ad-hoc porch extension, alterations to the elevations of the existing house. Changes to the driveway access, and treatment along the street frontage. Landscaping, and changes to the extent of hardstanding and material.

Trinafour, Abingdon Road

Comments: Council had concerns regarding a risk of increased water going into the A415 because of the reduced ground area. On site alleviation measures should be considered. The gabion wall was out of context with the general street scene. Council requested a low fence and planting for screening. Adequate visibility and sight lines could be a problem if a high wall was constructed.

P25/V1030/HH Single storey rear extension

1 Leas Lane

Comments: Council had no objections

d) 4 North Street – Laurel hedge

Ruth Mander reported that following a conversation with the property owner, the laurel hedging required to be planted under the planning consent, had in fact been planted.

RESOLVED:

no action be taken

2025/137

Community Facilities

s.106 funding for artificial pitch within the vicinity- deferred from the last meeting

Council had considered the request from the Vale of White Horse District Council for Steventon Cricket Club to be allocated £4380 of s. 106 funding from Marcham's housing development. It noted the response from the Marcham Cricket Club as to that Club's possible need for the funding. It was noted that the Cricket Club was probably in need of cricket ground maintenance items. No further comments, however, had been received from the Marcham Cricket Club.

In view of the fact that no further comments had been received from the Cricket Club it was proposed that the matter be deferred again to the next meeting.

In favour

6

Against

Abstention

2

RESOLVED:

- (i) That the s. 106 funds raised from Marcham developments be spent in Marcham if possible
- (ii) That enquiries be made of the Vale of White Horse District Council if the funds could be used on items other than an artificial sports pitch.
- (iii) That Marcham Cricket Club be reminded that further comments were awaited from them.
- (iv) That the matter be deferred to the next meeting.

Play Area

Council received a report on the progress of phase III of the play area, and considered 4 quotations for removing algae from, and generally cleaning the fence with one quotation including the bench seat and ball game outside.

Council noted the play equipment inspection report. Two issues had been referred back to Wicksteed Leisure. Council also noted advice from the Oxfordshire Playing Fields Association regarding record keeping in regards to play area inspections and lack of liability should any incident result in injury.

RESOLVED:

- (i) That the quotation from Tactical Facilities Management Ltd be accepted in regards to cleaning the play area fence.
- (ii) That the steps advised from the Oxfordshire Playing Fields Association which had already been practised for many years be noted.

2025/138

Foothpaths – Church to Cemetery

Council received an update report. Joe Withers was arranging to meet with Aztec Plant to discuss the path works. He would also liaise with the Church as it was understood that they were aware that works would be undertaken on the wall at Denman and timings of works would need to be co-ordinated.

2025/139

Community Led Housing event

Council received a report from Andrew Mason on this meeting he attended on social housing which was managed by the community. An

offer had been made by Oxfordshire Community First to give a presentation on this type of housing, to the Parish Council.

RESOLVED:

That Community First Oxfordshire be invited to the September meeting of the Council.

2025/140

Allotments

Council received an update report from the working party as to works at the allotments. These were essentially complete, other than the replacement of one notice. It noted 3 tenants were in arrears with their allotment rent. Council also considered a request from a fourth allotment holder to join the existing working party, as at the annual meeting, the number of allotment holders on the group had been set at 3.

RESOLVED:

- (i) that a final letter be sent to allotment tenants in arrears with their rent, then a Notice to Quit be served on tenants who were over 40 days in arrears with allotment rent, and the plots be repossessed.
- (ii) that the sum up to £78 be written off the Accounts
- (iii) that a fourth allotment holder be admitted to the working party

2025/141

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.

2025/142

Parishioner of the Year

Council considered a draft nomination form for suggesting nominees for the award, rather than accepting information via email and letter. Suggestions for amendments were made.

RESOLVED:

- (i) That the amendments be incorporated
- (ii) That the form when complete be placed on the website, and at appropriate times in Marcham and District News

- 2025/143 Grant applications
Council noted grant funding available from various sources, which had been referred to in the circular from the Oxfordshire Association of Local Councils.
- RESOLVED:
- (i) that this matter be deferred to the next meeting
(ii) that research and investigations be carried out as to the availability of grants.
- 2025/144 Accounts 24/25
Council had previously received the financial statement for the year end 31st March 2025.
- 2025/145 Internal Audit Report 24/25 and accompanying letter
The internal audit report, and accompanying letter confirming that there were no actionable observations, had been circulated to members, and these documents were considered by Council.
- 2025/146 Governance and Accountability Statement
The Governance and Accountability Statement for the year ended 31st March 2025 was considered. Each point was put separately to the Council.
- It was
- RESOLVED:
- a) that the Internal audit report, and letter be accepted by Council
- b) that Section 1 the Governance Statement, of the AGAR for the year ending 31st March 2025 be approved with positive responses.
- 2025/147 Accounting Statement
Council then considered the accounting statement which formed part 2 of the Annual Governance and Accountability Statement
- It was
- RESOLVED:
- that Section 2 the Accounting Statement, of the AGAR for the year ending 31st March 2025 showing balances carried forward of £450697 and assets of £191490 be approved.
- 2025/148 Public Access to Accounts
Council considered the dates for public access to the accounts
It was

RESOLVED:

that public access to the accounts be advertised as 27th June 2025 to 7th August 2025 (30 days), or as soon as possible thereafter.

2025/149

Payments

The list of payments had been circulated to members, and Council noted the cheques numbered 3884 to 3893 and PC cemetery account 428 and 429 and authorised payments in the sum of £12970.56 in respect of administration costs, play area checks, litter picking, litter bin emptying, grass cutting, allotment fencing, cemetery tap repair.

2025/150

Matters Raised by Members for information

A415 – loose drain cover

It was reported that there was a rocking drain cover in the new footway alongside the A415 by Hyde Farm Nursery.

Grass Cutting

Comments were made regarding the grass cutting and standards being maintained by the new contractor. A review would be undertaken shortly as to teething problems, and standards of cutting. Reference was also made to Sheepstead corner with Cow Lane.

A415 Tree Cutting near West Bow

It was noted that tree cutting had been undertaken by the County Council and restrictions had been placed on the road. The Parish Council had not been notified, but if it had, it may have been able to consider works to the wall at the Frilford Road recreation ground. Members asked that the new County Councillor be advised that early notification of works on highways in the area would be appreciated.

Allotments – possible skip

Allotment tenants had queried the possibility of a skip at the Cow Lane site. Three skips had been sited there last year. It was currently the growing season. The possibility of funding another skip could be considered in the Autumn/Winter.

Dalton Barracks Development

General comments were made regarding Abingdon Town Council and the thinking that there would be zero traffic from the site affecting the town.

Cutting Trees

It was suggested that if trees were going to be cut, then residents may appreciate them for use, possibly for future woodworking rather than being chipped. This suggestion could be placed in Marcham and District News when tree works were known.

Weed Spraying

The Clerk was asked to chase the contractor who was undertaking weed spraying, as work appeared outstanding.

2025/151

Items for Marcham and District News

The Clerk would prepare an article for MAD news. This would include reference to joining a Cemetery working party, accounts for the year ending 31st March 2025, and an appeal not to leave clothing outside the Salvation Army Clothing Bank, but to take sacks to other nearby banks.

2025/152

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

Rights of access over Parish Council land

2025/153

Date of Next Meeting

The next meeting would be held on Monday 14th July 2025 at 7.30 p.m. in the village hall.

The meeting closed at 9.50 p.m.

Signed Date