



MINUTES OF THE MEETING OF WHITCHURCH-ON-THAMES PARISH COUNCIL
Virtually at 20:00 Thursday 10th December 2020

Members Present

Chairman Jim Donahue

Members Hanna Ferguson
Katherine Higley
Diana Smith

Officers Present:

Clerk Jane M. Yamamoto

Public and Press: Toby Cole, Rob Plumb

The meeting started at 20:00.

- 1 **Apologies for absence & Mission Statement** 20:00
Cllrs Dragonetti, Leadbeater-Hart and Steward sent their apologies.
- 2 **Declaration of Interests** by Councillors on any items on the Agenda
Cllr Smith declared an interest as a member of TAPAG.
- 3 Public Forum - an opportunity for members of the public to express their point of view on any item on the agenda.
- 3.1 Toby Cole raised his concern about the size and scale of the proposed changes to the Uplands Cottage dwelling than what is currently on the plot. He was concerned with any overlooking in particular.
Rob Plumb of Uplands Cottage provided some background. They purchased Uplands Cottage in 1991, 29 years ago. It was a poorly designed conversion of a 2-bedroom cottage, adjacent to Uplands. The dwelling was in the corner of a 2-acre plot. It was extended in late 80s, quite significantly, to become the 5-bedroom property it is now. In 2010, planning permission was granted to refurbish it and add a floor, but it has since lapsed. They fully intend to keep the conifers on the boundary as a means of privacy for them and for Byways. The trees are now 40-50 feet high and the only house they can view is Fir Hill Cottage. If they were allowed to move further up the hill, they would no longer overlook Fir Hill Cottage and the location would be less intrusive for neighbours even with an extra floor. Even if the conifers were cut by half, the house could not be seen. He said that he did appreciate that the extra floor may cause unhappiness, but felt that the current proposal would improve both the current overlooking and their view. One further point made was that with the current plan, the Beech trees on the border would prevent any overlooking of Fir Hill Cottage. Unfortunately, the map shows the original footprint of the house, which is a fraction of the current house. The footprint is over 2000 feet without the garage. The proposed plan makes the footprint slightly smaller (omitting the garage) but not in volume. The

reason for the move would be to be further away from Uplands which is just a passageway from the current dwelling. The new building would be 100 yards away from Byways, which is immediately below. They would be happy to make a stipulation of the application to keep the trees to prevent overlooking.

The Parish Council responded that they were only a statutory consultee and that SODC would make their assessment of the overlooking. Ultimately, it was SODC's decision.

4

Chairman's Announcements

20:15

Actions to address cycling safety on Whitchurch Hill - I have been in communications with both OCC and Goring Heath Parish Council on the cycling accidents on Whitchurch Hill to try to understand what can be done to reduce the risk of this type of incident happening in the future. Clearly, we cannot control people's behaviour on cycles or in cars, but we can influence actions OCC takes to address road safety. Cllr Smith and I had a Teams call with Lee Turner, OCC Area Supervisor or Traffic in South Oxfordshire and Vale, and Jon Beale OCC Traffic Technical officer:

- Lee Turner is involved in an investigation with Thames Valley police Roads Policy Officer. He has visited the site as he visits all fatal sites with Thames Valley Police. The investigation is on-going likely to take several months. The findings are still not available, but he says it is rare that the cause of the accident is related to the state of the highways.
- He and Highway's Technical Officer, Jon Beale, have looked at the road markings and agree that the centre dashed lines are fading and should be refreshed as well as the "SLOW" road markings leading down from the top of the hill.
- OCC also confirmed they were aware of the request we made to refresh the white lines in the village at the upper narrows in August during the road closure for gas works improvements. As they told me at the time, they did request their contractor work on the lines at that time and confirmed they did work on the lower narrows to Eastfield lane. They said the contractor may not have had the correct local knowledge and confused the request to paint the upper narrows with the lower narrows, despite me providing the photos that Richard took of the upper narrows.
- Given the recent tragic death and the safety issues we have highlighted, OCC agreed to prioritise both the road making on the hill, and upper narrows line painting for the Spring. The vast majority of the lining work is completed from Spring through September in the dryer weather and this is now finished and no more budget is available. They have a budget of £100,000 per year which covers approximately 70 sites per year across the 70 PCs in South and Vale. The contractor Skanska uses a sub-contractor, who allocate a two-man crew, with one lorry for the area.
- I mentioned that we have discussed with Goring Heath Parish Council the need for new signs on the top of the aimed at cyclists to address safety. OCC felt the existing sign warning of the 20% grade is sufficient at least for automobile drivers. I agree the road sign might be sufficient for cars drivers, but something is needed that is aimed at warning cyclists.

I have also had discussions with Chris Jessops, Chairman of Goring Heath Parish Council on this matter. They are pursuing the following actions:

1. Contacting OCC Highways on the road markings as we have done.

2. Progressing three of their own signs to go on the side of the road at the start of the Hill to provide clearer warning for cyclists. They are trying to determine if they can just do this or what approvals they need.
3. On top of that, they will be discussing how they can reduce the speed limit through Whitchurch Hill from 40mph to 30mph. They believe that this not only right for the village, but will help reduce traffic speed approaching the hill.

I recommend that we continue to work jointly with Goring Heath PC as the dangerous road stretch falls between the two villages and that we support the three actions Goring has recommended and that we jointly continue to push OCC to commit to the following improvements in the Spring, or earlier if possible, to ensure they are prioritised.:

Clr Smith and I also discussed actions to address pedestrian safety in the village based on the priorities we discussed at our TAPAG meeting in October and I will provide an update on this in the January meeting.

Councillors discussed this update and agreed that this should be shared as the Parish Council's position to Goring Heath Parish Council and that a version be prepared share on the village web-site.

Pavement resurfacing work in the village is nearly complete. OCC plan to finish the pavements with a "slurry seal" when the temperature is a bit warmer. All other work has now been completed, including the full resurfacing of Hardwick Road, and repairs to damaged sections of Manor Road, Swanston Field, and the High Street. The £25,000 we contributed included OCC grant and CIL money, and OCC estimates the total value of the work they have done on the pavements in the village cost on the order of £80,000.



Emily and son George appreciated the work on Hardwick Road to help make their school run safe dropping off other children. I have also had thanks from some of the older residents in the area.



By Manor Road recreation facility – also addresses overdue damage resulting from construction at Hopton's.





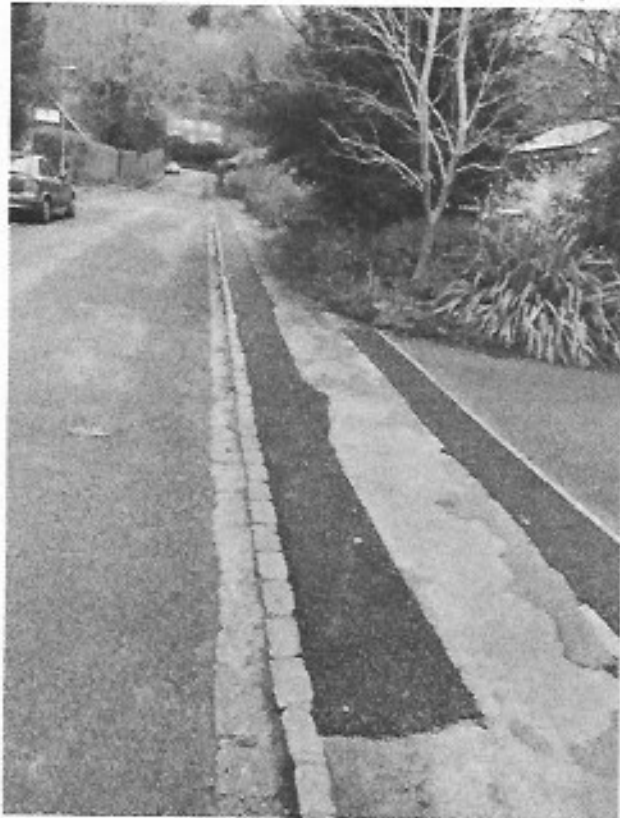
Manor Road intersection with High Street.



Work on High Street Wednesday.



A number of areas around Swanston Field were improved.







Finally, Richard Wingfield and I, in cooperation with the Emergency Team Flood Forum members have also been following up with OCC on other drainage related issues. OCC Highways intend to go ahead in the coming months with two jobs in the High Street that affect flooding of property interiors. They are actively seeking prices for these at present.

- For the Greyhound, they are going to enlarge the road-crossing pipe, as we know. But they said they are also going to install an arrangement that will enable the village culvert to be used in an emergency, by pulling out a bung (sic) which will be easier than lifting the manhole cover. That pragmatic decision is good news.
- To address flooding in the Picture Gallery basement, they will install a length of modern piping to replace part of the brick drain. After that they should be able to clear the upper High Street drains more generally.
- OCC said that other jobs, such as the soakaways on the roadside and Hardwick Road drainage, are likely to have to wait till the next financial year (after next April) as they are short of budget and juggling problems elsewhere.

Action 169 – Cllr Donahue to send a news article to circulate for approval and then to Goring Heath PC and on the website concerning the proposed improvements to Whitchurch Hill after the tragic accident of a young cyclist.

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| 5 | <p>To approve minutes of the meeting of 12th November 2020.</p> <p>Resolution: The minutes for November 12th were approved with a minor change to reflect, "Jean Marc's suggestion of the use of the current Tea Hut as storage and build the new Tea Hut in the front of it."</p> | 21:00 |
| 6 | <p>Planning Applications</p> | 20:25 |
| 6.1 | <p>P20/54130/FUL
Uplands Cottage, Whitchurch-on-Thames RG8 7HH
Demolition of existing and erection of new dwelling.</p> | |

Resolution: The Council voted to submit a response that, although unclear, many neighbours raised concerns about overlooking. The Council will ask SODC to look into this and if there was a possibility to keep the bordering trees on a longer-term basis.

6.2

P20/54054/HH

Royal Oak Cottage, High Street, Whitchurch-on-Thames RG8 7HF

Clearance of a small garden area and erection of an extension to form additional living accommodation.

Resolution: The Council voted to request an additional extension because they would like to see the Conservation Officer's report prior to submitting a response.

6.3

P20/53387/HH

4 Bridge Cottages, High Street, Whitchurch-on-Thames RG8 7DE

Proposed two storey side and rear extension (as amplified by Arboricultural Method Statement received 22 October 2020) (As per amended Arboricultural Method Statement and details received 02 December 2020)

Resolution: The Council voted to support this application.

7

To receive reports from the representatives of Oxfordshire County Council and South Oxfordshire District Council.

7.1

SODC District Councillor Report (Attachment 1)

21:15

8

Finance:

8.1

Resolution: The following payments were approved for December:

Payment	Amount
Clerk salary (December 2020)	BACS
Zoom (November, December)	£28.78 DD
OCC Pavements	£25,000
Azalea	5,335.00
Clerk – stationery expenses (binders and dividers)	£17.95

8.2

CIL Allocation – Annual Monitoring Report (attachment 2)

Resolution: The Council voted to approve the annual report.

8.3

Budget (attachment a) excel spreadsheet; b) NALC Joint Panel on Accountability and Governance (page 35)

21:20

Resolution: The Council approved the proposed budget.

8.4

Precept (attachment 3)

21:30

Resolution: The Council approved to keep the same level of precept for next year.

8.5

VHMC Bank account

Resolution: The Council approved the VHMC's use of the PC bank account to receive a further COVID-19 grant.

9

New Tea Hut replacement-Cllr Ferguson

9.1

Cllr Ferguson advised that she had received valuable input from villagers, some requirements for use and a few volunteers to work on the Working Group. She would provide an update at the next meeting when she had received additional viewpoints.

10

Village Green

21:35

10.1

Village Green Football Pitch – Cllr Smith

Cllr Smith proposed that the Parish Council should agree to a request from the Whitchurch Football Club for the release of the remaining £421.32 of the grant made to

them on 11th June 2020 and in addition, make a further grant of up to £305.68, to add to that remainder, to cover the cost of lengthening and strengthening the existing Ball Stop Net on the Village Green.

The cost will be a total of up to £727 - £577 for nets and £150 for concrete and labour to stabilize the sockets. This amount may be reduced if further grants can be obtained from outside bodies and also a sale price gained on the nets. Councillor Ferguson has agreed to second the motion.

The question was asked how many AFC Whitchurch members were residents. Cllr Smith will find out.

Resolution: The Council voted to provide the additional funding for the strengthening of the existing Ball-Stop-Net on the Village Green.

- 11 Pedestrian safety initiatives – Cllr Donahue
Deferred to next meeting.
- 12 TAPAG – update and next steps – Cllr Donahue
Deferred to next meeting.
- 13 To review progress on any open actions from previous Parish Council meetings and agree any revision of actions on the action list. 22:25
Deferred to next meeting.
- 14 To confirm the date and time of the next Meeting on 14th, January 2020 at 20:00.
- 15 Confidential discussion on process for thank you notes from the Parish Council
Cllr Donahue proposed that there be a standing confidential agenda item at the end of each PC meeting to agree thank you notes to be sent on behalf of the Council based on nominations received from councillors ahead of each meeting.
He also proposed that the council will agree which councillor will prepare each thank you note for review by other councillors, and that the agreed thank you note will be signed and delivered by the PC Chairman, Vice Chairman, or Clerk on behalf of the entire Parish Council. The motion was seconded by Cllr Smith.
Resolution: The Council voted to approve the additional standing agenda item and the process of the thank you notes.
- 16 Meeting Close 22:30

Attachment 1 – Cllr Dragonetti report

Report to Whitchurch on Thames Parish Council December 2020

Local Plan 2035 (was 2034)

My recommendation to make modifications to the Local Plan were not successful, and the vote on whether to adopt or not should come to a vote on Thursday evening, so I shall be missing the Parish Council meeting, and also Whitchurch's which is on the same evening.

It seems that there is a threat from Robert Jendrick that if the District Council does not adopt the plan, then SODC will lose its planning powers, perhaps to the County Council. As the Secretary of State has the power to approve the plan, which has the same effect as the Council adopting it, that may be the result. However, I cannot see the County Council actually taking over responsibility for considering planning applications, and if it did take over planning, I think it would be Policy and the next Local Plan. So perhaps the Plan will be approved but no takeover by the County. I expect the vote to be close.

Newhouse Farm Scrap

Some of you will be aware of the scrap that has accumulated at Newhouse Farm between Crays Pond and Long Toll. I have been pressing the Enforcement Officers at SODC to take action and deadlines have been given to the occupier to clear up the site. As a result, there was farm sale on Tuesday, which I hope was successful, and that we shall see most of the scrap removed. There is a deadline of 11 December by which sold lots are to be removed.

Christmas

Wishing you all a happy Christmas, and I look forward to us meeting up again in person.

Peter Dragonetti

Community Infrastructure Levy (CIL) – Annual Report of: Town/Parish Council

CIL Regulation 62A (121B)

A parish council must prepare a report for any financial year ("the reported year") in which it received CIL receipts.

CIL receipts received in April 2019 and/or October 2019 must be reported at the end of the financial year, i.e. March 2020

Report must be produced by December 2020 latest.

The report must include:

(a) Total CIL receipts for reported year (2019/2020):	0
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(b) Total CIL expenditure for reported year (2019/2020):	£ 2,171.25
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(c) Summary details of CIL expenditure during the reported year (2019/2020):

Items to which CIL has been applied:	Amount of CIL expenditure on each item:
Pavement improvements	£ 2,171.25

(d) Details of any notices received in accordance with regulation 59E*:

Total value of CIL receipts subject to notices served in accordance with regulation 59E during the reported year (2019/2020):	£ 0
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Total value of CIL receipts subject to notice served in accordance with regulation 59E in any year that has not been paid to the district council by the end of the reported year (2019/2020):	£ 0
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(e) Total amount of:

CIL receipts for the reported year (2019/2020) retained at the end of the reported year (2019/2020):	£ 0
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CIL receipts from previous years retained at end of reported year (2019/2020):	£ 0
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PRECEPT FORM 2020/21

To: South Oxfordshire District Council
(being the Council of the district in which the above named Town/Parish is situated)

You are hereby directed to pay Whitchurch on Thames Parish Council,

to meet the expenses payable by the Town/Parish Council, the sum of £ 26,896.18
(amount in words: TWENTY-SIX THOUSAND, EIGHT HUNDRED AND NINETY-SIX POUNDS AND EIGHTEEN PENCE pounds)

Or tick this box if no precept is required

Payment to be made (PLEASE ADD OR AMEND AS REQUIRED):

(a) by direct credit to the Town/Parish Council's bank account

Bank Name: Lloyds Bank
Sort Code: 30-96-96
Account Number: 50307360



~~(b) by cheque to.~~

AUTHORISED at the Town/Parish Council meeting held on DECEMBER 10 (date)

Signed *JM* JANE M. YAMAMOTO 2020

Designation PARISH CLERK / RFO

Parish Name Whitchurch on Thames Parish Council
Clerk Contact Details Ina Chantry J.M. Yamamoto
6 Chestnut Close 11 Hillside
Middle Assendon Hayville Road
Henley on Thames Whitchurch-on-
Thames RG9 6AY R98 744
parishclerk.whitchurchonthames@gmail.com

⊗ NB: Details changed by email to D. Cotton on December 3 114

Telephone no. E-mail → 078767.14906

Please return the completed form by email to parish.precepts@southandvale.gov.uk or by post to: Capita - S&V Accountancy, Council Offices, Cannards Grave Road, Shepton Mallet, Somerset, BA4 5BT no later than 10 January 2020.