

MINUTES OF MEETING OF WHITCHURCH-ON-THAMES PARISH COUNCIL At the Village Hall at 20:00 Thursday, July 14, 2022

Members Present

Chair Jim Donahue

Vice-Chair Diana Smith

Members Nick Brazil

Katherine Higley

Frances Parkes

Officers Present:

Clerk, RFO Jane Yamamoto

Public and Press: 2 residents

The meeting started at 20:00.

1 Apologies for absence & Mission Statement

20:00

Cllrs Dragonetti, Leadbeater-Hart and O'Grady provided their apologies.

2 Declaration of Interests

20:05

There were no declarations.

- 2.1 Cllr Parkes declared an interest in the Little House. Cllr Higley declared an interest in the Planning Application for Manor Road.
- 3 **Public Forum** an opportunity for members of the public to express their point of view on any item on the agenda.

4 Chairman's Announcements

20:10

Bollards on High Street - Cllr Smith and I have been working with the owner of Walliscote Farm and the farmer. They have tried to haul their hay despite the access issues presented by the new bollards on the east side of the High Street. The landowner was not aware that bollards protecting the High Street verge would make it difficult for certain large farming vehicles to access the farm entrance, so we have agreed that the farmer could remove one or more bollards that are currently concreted in. We are discussing options with OCC for making some of the bollards "removable" with a collar-type solution instead of the current concrete fixture.

Whilst it is not ideal to have to remove bollards that have just recently been installed, we are fortunate that the farmer had the foresight to contact us about options for access as opposed to only discovering the problem after a bollard was damaged or traffic blockage occurred.

The landowner had agreed that they would split any costs of damage to the posts with the Parish Council resulting from their removal. These costs may be covered by our insurance as we allowed the work to be done. We had previously been quoted £385 per replacement post, so the cost of any damage would not have been excessive anyway.

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The situation was urgent to allow the harvesting to go ahead this week, so we recommended we would allow the farmer to go ahead with the post removal. I understand that the farmer has now very capably removed and replaced one of the bollards and was able to manoeuvre the vehicle without incident.

The Walled Garden House – I think we are all aware of the situation at The Walled Garden House, where there was concern by a number of residents about work undertaken by the new owner. The concern was about work on the pond, which is an important part of village watercourse and drainage systems that ultimately connects to the Thames. Work on a water course requires SODC planning approval especially in a Conservation Area. Some councillors raised this to SODC Enforcement and to our District Councillor, Peter Dragonetti. This effort to escalate was successful in having an SODC enforcement officer/land drainage officer investigate the site. The work was ultimately stopped, although we don't know if it will now be restored to its former condition. Our Clerk had some useful advice from OALC that the Parish Council's only role was to raise concerns to SODC Planning Enforcement, who are responsible for taking any enforcement actions. As a council, we should work to ensure that it is restored to not adversely affect the village drainage or risk to flooding. Please coordinate and concerns to SODC via me so I can act as the PC's contact with SODC Enforcement.

New Bulletin printer - We are going ahead with the new Bulletin printer, Harald Graphics, of Reading, starting with the Summer issue at the end of July. The Bulletin will have a slightly different layout and paper quality which we believe will provide a better quality Bulletin. As with Pangbourne Magazine, they will be helping us to attract advertisers in the future to provide local information and to defray costs. We are also welcoming a contribution from Hardwick Estate who plans to contribute articles going forward.

The Parish Council would also like to encourage all residents to consider making contributions of locally relevant articles to the Bulletin. You may remember that we have previously had articles on the history of the area and a Pet's Corner column. Any creative ideas are welcome! Please contact editor Richard Williams at if you are interested in providing an article in the future.

Emergency Leaflet - The Summer Bulletin will include a leaflet to help residents plan for a possible emergency. The Village Emergency Planning Working Group agreed that a leaflet should be provided to all households highlighting the key steps they could take in emergency preparation. Thanks to John Bradon for preparing this leaflet along with Richard Wingfield and other members of the team. Thanks also to Kate Preston for designing the layout. The leaflet provides a link to a much longer booklet called "Are You Ready" created by experts from the Fire Brigade, Gas, Electricity companies and other organisations with experience of responding to emergencies.



Cricket Practice Cage netting —was replaced by the WCC volunteers with matching funding provided by the Parish Council. The new netting was placed over the old netting with holes as they thought this would provide increased protection to prevent balls getting through.

Residents Issues:

- Laurel Bush on Hillside OCC contractors cut the Laurel Bush back to a limited degree the
 week of 4th July along with a few other trees (including large copper beech) and the verges on
 Hardwick Road. The OCC contractor work was very limited and left the bush in an unusual
 shape and further work still needs to be done to get to the state that was agreed by the PC
 for lan Hogg to cut after the nesting season. 2 residents complained about the work and
 requested it be cut further as planned. Recommend the work by Ian Hogg goes ahead as
 planned.
- Pavement by Prospect House a resident asked that the hedges on the narrow pavement outside of Prospect House be cut back as it is impacting pedestrian access. I checked with owners and they are planning to have it cut back as part of contract with their gardener at least once a year.
- Posts on the Polish Church Garden were removed by a resident that felt they were impacting their privacy. The Green Team were not aware of who installed the posts assume it must have been SODC. The remains of the posts have been removed.
- Weed killer on Cricket Square The school is concerned that toxic weedkiller is being used
 on the Village Green. The Parish Council is responsible for maintaining all of the Village green
 with the exception of the Cricket Square which is maintained by the CC. We do not use
 fertilizer or weed killer on the Village Green, although we have now discovered that the WCC
 uses weedkiller on the square several times a year but puts tape around it. Action: Cllr
 Donahue to ask CC to look at alternatives to toxic weedkiller.
- To approve minutes of the meeting of June 9, 2022.Resolution: The Council voted to approve the minutes.
- 6 Planning Applications to discuss and agree Council's response to the following:

20:30

6.1 P22/S2247/HH

23 Swanston Field, Whitchurch-on-Thames RG8 7HP

Alterations and extensions to dwelling house and garage.

Resolution: The Council voted to support the application.

6.2 P22/S1324/FUL

Coombe Park, Coombe Park Road, Whitchurch-on-Thames RG8 7QT

The erection of a replacement dwelling and associated works (as per existing and proposed uses across the site clarified by amended plans and supporting information submitted 27 April 2022 and as amended by landscape management and maintenance plan received 29 June 2022 and as amplified by Historic England Report received 08 July 2022).

Resolution: The Council voted to submit no further comments on the previous objections submitted.

6.3 P22/S1246/HH

The Little House, High Street, Whitchurch-on-Thames RG8 7EX

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Demolition of existing outbuilding, replacement with single-storey, oak framed outbuilding. (As amplified by additional information received 06 July 2022)

Resolution: The Council voted to support this application.

6.4 P22/S2081/HH

39 Manor Road, Whitchurch-on-Thames RG8 7EU

Existing outbuildings demolished, two storey and single storey side extension to dwelling.

Resolution: The Council voted to support this application.

6.5 P22/S2392/LDE

Foxglove Manor, Whitchurch Hill, RG8 7NT

Certificate of Lawful Development for Single Storey 3 bay garage/store and single storey stables building used for the incidental storage of garden machinery, furniture and building materials.

Resolution: The Council voted to submit no comment.

6.6 P22/S2453/LDP

9.1

Chalkhills, Hardwick Road, Whitchurch-on-Thames RG9 7QS

Confirm use of ground floor rooms as residential use is lawful(conversion of existing rooms to habitable use). Confirm PV solar panels to roof is lawful.

Resolution: The Council voted to submit no comment.

- 7 To receive reports from the representatives of Oxfordshire County Council and South 20:45
 Oxfordshire District Council
- 7.1 SODC District Councillor Report Cllr Dragonetti (Attachment 1)
- 7.2 County Councillor Report Cllr Bulmer (Attachment 2)

8 **Finance**: 20:50

8.1 To approve the payment schedule for July:

Payment	Amount
Staff expenditure (July 2022)	£471.80
Scofell (July invoice)	£720.24
Village Hall Grant	£1,000 BACS
Nicola Armstrong (decorations for	£43.59
Jubilee)	
Charles Cotgreave (gas canister)	£3.49
ICO (annual Data Protection fee)	£35 DD
Press to Print Reading Ltd (Emergency	£154.00
Leaflet)	

Resolution: The Council voted to approve the above payments.

9.0 Motion to adopt the Code of Conduct (Attachment 3) Clerk seconded by Cllr Donahue

The Clerk outlined the changes to the updated Code of Conduct were to ensure plain English. Upon approval of the Motion, she would ask all the councillors to re-register their declarations of interests as requested by SODC.

20:52

Resolution: The Council voted to approve the Motion.

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10	Motion to approve the additional cost of £30 + VAT to RoSPA Play Safety to provide a customised routine checklist for a resident to carry out a weekly risk assessment at the Village's Playground. Clerk seconded by Cllr Donahue Resolution: The Council voted to approve the Motion.	20:53
11	Motion to approve the costs of training £270, the exam £110 and any travel expenses (HMRC mileage rate of £0.45/mile or train) for a resident to become a competent person to carry out inspections weekly. Clerk seconded by ClIr Donahue	20:54
11.1	The Clerk updated the Council that both the OALC and the insurance company recommended that a person deemed competent by the Council would suffice to carry out the weekly checks. As the resident had agreed to the training as well as the exam, it was recommended that costs for the qualification would be best. The qualification lasted for 3 years.	
	Resolution: The Council voted to approve the Motion.	
12	Motion to accept the donation of a bench (one of a group of three belonging to Samuel Josefowitz, the original benefactor of the playground) and to restore all the benches in the playground and to ensure that they are maintained on an annual basis. Cllr Higley seconded by Cllr Smith.	20:55
12.1	A councillor recommended that we could apply for the SODC grant for the restoration and the setting of these benches. The Clerk offered to help with the application. Resolution: The Council voted to approve the Motion.	
13	Motion to approve the quotation from Scofell to include the fortnightly/monthly mowing of the Polish Church Memorial site and a one-off cut at the end of September. Clerk seconded by Cllr Donahue (Attachment 4)	21:05
	Resolution: The Council voted to approve the quotation.	
14	Membership of Oxfordshire Playing Fields Association (OPFA) – Clerk (Attachment 5)	21:10
14.1	The OALC recommended that the Council be members of the OPFA for at least a year to use for advice for the Village Green and the playground.	
	The Council recommended that the Parish Council become members.	
15	Ownership of Playground – Cllr Smith	21:15
15.1	A councillor advised that the owners of a small strip of land within the playground were willing to lease this part of the land to the Parish Council. The owners would like for the area to be well managed with the yew trees and undergrowth. Costs may be in the region of £3k for legal advice for a proper agreement for a lease. It will most likely not affect the placement of the playground equipment.	
	A councillor will find 3 quotes and put a motion forward in September.	
16	The Walled Garden House – Cllrs Parkes and Smith	
16.1	The Council felt strongly that the pond be restored to its original condition to ensure that the flood defences were maintained and that the trees be protected. The Councillors	

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responsibility.

were reminded that the Council have no rights to enforce and that it was SODC's



17 Village Green fence – Cllr Parkes

21:20

Cllr Parkes reviewed the land boundary document but it was not clear. It stated that the purchaser, at their own expense, will erect and forever maintain a fence along the eastern boundary at 5 foot. Owners have put anti-grip paint on the fence recently. The Councillors discussed different solutions: asking for the fence and signs to be taken down, a hedge, trellis but all had difficulties. It was recommended that, at the very least, the situation should be de-escalated and discussions with the landowner be recommenced.

- 18 Water at the Polish Church Memorial site

 It was agreed that the resident be paid an annual fee of £20 for the short term to provide water to the site.
- High Street Bollards Cllr DonahueCllr Donahue provided an update to this issue in the above Chairman's Announcements.
- To review progress on any open actions from previous Parish Council meetings and agree 21:55 any revision of actions on the action list.
- To confirm the date and time of the next meeting on Thursday, September 8, 2022 at 20:00.
- Confidential discussion for thank you notes from the Parish Council.

 Thank you notes will be sent to: Alistair Aitchison, Christian Denning, Alex Hilton, Neil Huntington, and Aelethea Hill.

23 Meeting closed. 22:00



Report to Whitchurch on Thames Parish Council June 2022 Quarterly Performance Report by SODC

The LibDem/Green administration at SODC instituted a quarterly reporting process to monitor the performance of the Council against the Corporate Plan, this is something that had previously not been done.

The latest quarterly report covered the period up to 31 March 2022, and was reported to the Cabinet of the Council on 23 June.

The Corporate Plan has 6 Themes; Theme 1 is to Protect and Restore the Natural World, and the Council has worked with partner organisations along these lines. Theme 2 is Openness and Accountability, and this is being worked on with a new Customer Relationship Management system which will overcome the problem encountered when there was a dustcart problem, as well as other uses, and the council is improving its use of social media to increase its reach to residents. Facebook reach increased 20% to 140,948. Theme 3, Action on the Climate Emergency was addressed initiating reduction of carbon emissions at leisure centres, trialling electric waste collection vehicles, and recycling of waste. Theme 4 is improved Economic and Community well-being, and this has covered action on fly tipping, creation of active travel routes for pedestrians and cyclists and action on illegal parking through Civil Parking Enforcement. Theme 5 is Homes and Infrastructure that meet local need, and in the quarter, there were no rough sleepers in the district, and only 11 households in temporary accommodation. A further 46 affordable homes were delivered, bringing the total in the year to 288, above the target of 280. Electric vehicle charging points were installed in 5 car parks. Theme 6 is Investments that rebuild financial viability, and this has included looking at SODC's land ownership and maximising revenue from Cornerstone Arts Centre in Didcot.

Ukrainian Refugees

SODC is part of a county wide rematching scheme; this is for situations when sponsorship arrangements cannot continue, or DBS or accommodation checks have failed. General Ukraine queries can be directed to www.oxfordshire.gov.uk/ukraine, and there is also a weekday working hours phone helpline.

The Ukraine refugee scheme will now allow unaccompanied children and minors under 18; the rules are much more stringent to protect these refugees. Again, information on the Oxfordshire website.

Councillor Grant Scheme

Don't forget this has now reopened with a new round of funding, with the deadline for applications being midday on 2 September.

Fly tipping - Fix My Street

I was a regular user of the FixMyStreet app to report fly tipping, but a few weeks ago the fly tipping function was cut out. It seems the County Council did this without warning, so I am following this up. The team at SODC are excellent at picking up fly tips, and an officer will also turn out to rummage through the waste to look for evidence of the identity of who is responsible.

Taxi Tariffs

SODC has now fallen into line with many other councils, and adopted a tariff rate for taxi cabs. To some extent, this is in response to concerns over excess charging at high profile local events.

Peter Dragonetti

Chairman: Cllr Donahue



REPORT TO PARISH COUNCILS JULY 2022 FROM CLLR KEVIN BULMER

GENERAL OCC REPORT

The Conservative Opposition remains concerned that the ruling LibDem/Green/Labour administration continues with its Oxford-centric focus and is pursuing ideological ambitions beyond the remit of the council – and at unknown cost.

STARTLING £12,000 SPENT ON REPAIRS TO OXFORD LTNS IN JUST A MONTH

A startling £12,000 has been spent by OCC on repairs to bollards and planters in the new East Oxford Low Traffic Neighbourhood (LTN) scheme in its first month of installation. There have been reports of repeated vandalism of planters, and bollards have been knocked down or pulled out of the ground by opponents of the scheme who feel they have been ignored. OCC has pledged to keep replacing them. Residents in Oxfordshire's towns and villages may wonder why such freely available money is not spent on rural roads where it is needed, rather than imposing a scheme unwanted by many city residents.

AMBITION TO ELIMINATE ALL ROAD DEATHS AND SERIOUS INJURIES BY 2050

A commitment to Vision Zero – the elimination of deaths and serious injuries from road traffic collisions in Oxfordshire – has been agreed by OCC's Cabinet. The council has set interim targets of a 25 per cent cut in casualties by 2026 and a 50 per cent reduction by 2030 before aiming to reach zero by 2050. Although a laudable ambition, the Conservative Opposition is questioning whether such a target is achievable and what the associated costs are going to be.

OCC LEADER PLEDGES TO MEET AIR POLLUTION TARGETS AHEAD OF GOVERNMENT

OCC Leader Cllr Liz Leffman has signed a letter to the UK Environment Secretary George Eustice pledging to meet World Health Organisation (WHO) targets on deadly air pollution 10 years ahead of the Government's 2040 deadline. Another laudable ambition, but many will question whether the council is working beyond its remit and is attempting to reach another impossible goal at unknown cost.

OCC TO SEEK INSIGHTS TO GUIDE ITS POLICIES ON TRANSGENDER SUPPORT

OCC is to consult local people to gather insight to guide future policies to support transgender residents. The engagement work follows a motion agreed at a Full Council on 5 April. The resulting action plan would be implemented over the coming years. This approach was agreed by Cabinet at its meeting on 21 June. OCC is proposing to set up focused engagement with residents, utilising methods such as Lived Experience conversations, youth forums and the annual residents' survey, to gather insight that will support the development and delivery of new policies. The council also plans to commission research led by Healthwatch Oxfordshire to engage transgender residents and capture their experiences. Cabinet has approved a review of bathroom facilities in council buildings. The Conservative Opposition supports equality for all residents but has concerns about the amount of resource being devoted to these matters which affect less than 1% of the population, given that the council already has robust equality policies.

RAINBOW STEPS

Complaints were received after steps to the part of County Hall that is a listed building were painted in rainbow colours by OCC to support gay pride. Officers confirmed washable paint or chalk had been used and no damage had been done.

POLICE WILL NOT ENFORCE 20MPH SPEED LIMITS

Thames Valley Police has re-stated its stance on 20mph limits. The following objection was recorded in <u>a recent OCC officer</u> <u>report</u>:

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"The current speed of traffic is a reliable indicator of how acceptable a new speed limit would be. If the mean speed is over the proposed limit it is unlikely to be effective without other measures such as engineering or continual enforcement. There is a proven link between road environment/character and drivers speed. Drivers must respect the need for a speed limit. If it is not accepted as realistic it will quickly be abused and be the source of constant demands for police action. The police stance still reflects that 20mph limits and zones should still be self-enforcing. The policy of Thames Valley Police is to use sound practical and realistic criteria (Circular Roads 1/2013) when responding to Highway Authorities in an effort to promote consistency and to reduce the burden of constant and unnecessary enforcement."

In a <u>separate report</u>, the police noted:

"If a speed limit is set too low and is ignored then this could result in the vulnerable road user being less safe and cause the majority of drivers to criminalise themselves and could bring the system of speed limits into disrepute. There should be no expectation that the police would be able to provide regular enforcement if a speed limit is set too low as this could result in an unreasonable additional demand on police resources. It is also important to set reasonable speed limits to ensure consistency across the country."

Latest research does show a 3-4mile average reduction in speeds despite the above, this is from both occ data and other authorities that have introduced 20mph zones.

My position is to support PC if they want 20mph zones where there views and residents align, so far we've not had a dissenting consultation.

I do however note that occ have imposed a 20mph speed limit on witney despite a consultation showing the majority of residents were against.

ATTENDING COUNCILLOR MEETINGS REMOTELY

In his weekly update, Stephen Chandler, Interim Chief Executive Officer, has confirmed all non-statutory OCC councillor meetings will continue to be held either virtually or hybrid.

ATTEMPT TO REVERSE IMPOSITION OF VEGAN MEALS

Conservative Councillor Yvonne Constance will ask members at a full meeting of the council in September to reinstate meat and dairy on to the menu and to support local producers. This follows the decision to move to a vegan offer earlier this year and the subsequent controversy surrounding the provenance of the vegan dishes. Cllr Constance will tell colleagues: "Given the privileged position in which this Council finds itself and the potentially damaging effects of its motion dated 14 December, this Council resolves to offer locally produced menus at Council-catered events, including meat, dairy and vegan options, or to make alternative provisions for members, staff and attendees to facilitate personal choice." Cllr David Bartholomew, who is seconding Cllr Constance's motion, will say: "We are not opposed to vegan food, but we do want to help our local producers and serve local food rather than flying in mangoes from abroad. And we want there to be a choice. It is not right to impose personal dietary opinions on others. We are happy to be educated about veganism, but people still must be allowed to make their own choice as to what they do or do not want to eat."

CONTACT DETAILS

Address: Councillor Kevin Bulmer, County Hall, New Road, Oxford OX1 1ND Email/Tel: kevin.bulmer@oxfordshire.gov.uk. 07803005680



Twitter:Kevin Bulmer @bulmer_kevin







QUOTATION Supplied by Email: luke@scofell.co.uk

JOB NO: 5840	DEPARTMENT/TEAM Maintenance	DATE: 07/07/22
Customer Details	Whitchurch upon Thames Parish Council	
Invoice address (if different)		

We have pleasure in submitting the following quotation

QUOTATION	PRICE
Short Meadow, footpaths and around apple trees to be cut fortnightly.	£40.00 per visit
All other areas of grass to be cut once at the end of the season	£250.00 per visit

TOTAL PRICE	+VAT
Following annual cost based on visits beginning on the 15 th of July and continuing until the end of September.	£490.00

Chairman: Cllr Donahue



Additional Information/ Variations to Quotation
Cost to be added to the monthly invoices sent to PC.
Order Confirmation – Please sign below and return by email
Please note that the above is open for acceptance for a period of 30 days
Acceptance Signed: Date:
VAT will be additionally charged at the appropriate rate.
<u>VAT No. 629628702</u>
Scofell Landscapes Ltd, Banterwick Farm, Hampstead Norreys, Berkshire, RG18 0SR Tel: 01635 578350



OPFA Membership – Come and join us

It has long been recognised that good quality local outdoor recreational spaces can enhance people's quality of life. While it has been shown that people will use attractive well-run spaces, they are put off getting out and being active, if their local spaces are below expectation.

The OPFA is here to help the community-minded people in the parishes (mostly volunteers), who manage local spaces like playing fields, children's play areas and multi-purpose hard surfaces, to make them the best quality that they can. We also aim to make the task of outdoor recreational space provision and management as easy as possible.

In particular, during the recent pandemic, advice on how to provide and manage local spaces in line with COVID19-safe good practice has been vital. We have made sure that we scrutinise the latest Government guidance on open space opening and management and have issued practical information and advice to help the local communities that we serve understand how to proceed.

As and when communities feel able to think about aiming for new or improved facilities, we can provide information and advice on needs assessments, sources of funding and successful project management. For a membership fee of £45:00, your Council can access the following free services:

- email and phone advice on any aspect of the management of green spaces and the development of new facilities
- access to technical information sheets
- regular updates on changing legislation, government advice; and funding opportunities
- an initial site visit to assess the quality of your open spaces and to help shape any plans you may have for development
- emailed topical e-news and bulletins
- discounts on fees for attending OPFA events

If you would like any further information, please contact us via the OPFA office:

Community Development Officer: Andrew Parsons -: - Honorary Manager: Meryl Smith



Oxfordshire Playing Fields Association (Registered charity: 304398) South Stables, Worton Park, Witney OX29 4SU

Phone: 01295 817662 E-mail: oxfordshirepfa@gmail.com Web: www.opfa.org.uk





TO: OPFA, South Stables, Worton Park, Witney OX29 4SU

OPFA MEMBERSHIP APPLICATION

Name of organisation
We would like to join OPFA and enclose/have paid by BACS* the fee of £45:00. * Delete, as applicable
Do you require a receipt? Yes / No Contact name Position in Organisation Address
Tel. No Email address

PLEASE RETURN THIS SLIP WITH YOUR CHEQUE OR TO CONFIRM BACS PAYMENT—THANK YOU

Chairman: Cllr Donahue



What does membership give you access to free of charge?

- Information sheets covering a wide range of topics to help with the management of your space
- Support & advice on:
 - Funding opportunities and help with the preparation of a case to funders
 - Standards and legislation affecting play and sporting facilities
 - Consulting with your community
 - Projects to provide new or improved outdoor playing space facilities
 - Skate parks and wheeled sports facilities
 - A wide range of suppliers and manufacturers
 - o Project management
 - What to do if your local outdoor playing space is threatened with development
 - o Managing a charitable playing field
 - Maintenance and inspection routines
- Emailed news direct to your email box
- Signposting to examples of other successful projects, with local people to contact
- A site visit to help with any management issues; ideas for future development or any other aspect that may be causing you concern

If you would like to join us, cheques should be made payable to the Oxfordshire Playing Fields Association. For BACS payments: NatWest A/c.

no: 08247455. Sort code: 54-21-23 Account name: Oxfordshire Playing

Towns and Parishes:

MEMBERSHIP FEES:

Population 0-1,500 £42.00

Population 1,501—4,000

....£53.00

Population 4,001—10,000

and respecting your privacy and will only use your information to administer your membership and to communicate with you.

Information will not be shared with