

## WHITCHURCH- ON -THAMES PARISH COUNCIL

**Minutes** of the Whitchurch- on – Thames Parish Council meeting held at The Village Hall

*Thursday 8.00 21<sup>st</sup> February 2019*

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### Present

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Chairman – Cllr Jim Donahue

Vice Chair – Cllr Rachel Hatcher

Councillors – Cllr Warren Beard

Cllr Keith Brooks

Cllr Sarah Hanfrey

Clerk – Ina Chantry

Members of the public – Neil Huntington, Diana Smith, Will Davies, Julie Weedon, Lesley Landon, Ian Millar, Richard Wingfield, Neil Tomlinson, John Postlethwaite, Rosemary Postlethwaite, Leslie Prater.

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### Apologies for absence

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Cllr David Bowen and Cllr Katherine Higley sent their apologies. Cllr Bulmer sent his apologies.

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### Declarations of interest

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Cllr Warren Beard stated he would abstain from voting in the Bozedown Farm planning application.

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### Public Forum

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None

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### Agree Minutes of Parish Council meetings

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- i. The minutes for the Parish Council meeting of 12th December were agreed and signed off.
- ii. The minutes for the Parish Council meeting 8<sup>th</sup> January were agreed and signed off.
- iii. The minutes for the Parish Council Standing Orders meeting of 15<sup>th</sup> January were agreed and signed off.

**Resolution:** The Council approved the proposed changes to the Standing Orders related to Councillor Communications during meetings and via email.

Cllr Donahue read out the mission statement agreed at the standing order meeting

Cllr Beard read one out he had prepared.

Action: Cllr Beard to develop his proposed statement in a way that complements the mission statement as a methodology of how we should work. To be reviewed at a future meeting.

It was proposed that the meeting in March will be kept short to allow informal discussions and conversations to take place afterwards in one of the local pubs.

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## Review Open Actions

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- i. PC24 The Fire Risk Assessment document for the village hall has been completed and the action can be closed.
- ii. PC25 The Terms of Reference document for the village hall has been completed and approved by the Village Hall Management Committee and the PC. Cllr Brooks agreed to add a statement that the committee would be responsible for fire risk assessments. Can be closed.
- iii. PC54 Cllr Brooks stated that two firms had been contacted to obtain new quotations for the grass cutting. Azalea Landscapes would charge £200 for clearing Manor Road verge and £50 per cut for maintenance  
**Action:** Cllr Brooks to calculate the total cost of grass cutting using Azalea Landscapes with weekly cuts from April through July, and provide a comparison with the two new quotes.
- iv. PC65 Cllr Donahue explained training for councilors would be three hours but could be held on a Saturday or evening session. It was agreed that contact should be made with Elizabeth Howlett to obtain possible dates when she would be free and to put those dates forward to councilors.  
**Action:** Ina Chantry to contact Elizabeth Howlett to obtain a number of dates and put those dates to councilors.
- v. PC70 Cllr Brooks had emailed and showed councilors the list of checks that have been carried out monthly at the village hall. This action can be closed.
- vi. PC74 It was agreed that the following information should be added to The Standing Orders:
  - The clerk can spend up to £50 on council business without approval from the Parish Council.
  - The clerk can spend up to £100 with email approval from three councilors.
  - For any sum over £100 there should be three quotations and full council approval.**Action:** The Clerk to investigate how other councils pay for things without a full council vote such as councillor expenses, and expenses from WGs such as work Neil is doing on the Pavilion.

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## Review Planning Applications

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- i. P19/S0113/FUL Bozedown Farm, Hardwick Road. Cllr Brooks stated the majority of people are not happy with the proposal. A number of people have commented directly to SODC and a number of comments were made by a number of members of the public and councilors at the meeting. The objections include:
  - Too close to the historic fort
  - The development will spoil a much loved view for walkers and disrupt a key view from the edge of The Chilterns
  - It sets a precedent that could lead to developing even more permanent structures on the site
  - Goring Heath Parish Council has objected raising the point that self-catering huts are seen as development and not temporary structures.
  - The area has protected species and habitats and WOTHab has stated that the Ecological Assessment has serious flaws.

- Twenty people have objected so far via the SODC website and have included comments about inappropriate location, self catering accommodation should be seen as permanent and the destruction of a much loved view.

**Resolution:** The councilors unanimously agreed to object to the proposal (Cllr Beard abstained).

The Council submitted the following comments:

- ii. P19/S0224/HH Cedar Cottage, High Street. Cllr Hatcher had noted one objection on the grounds of light pollution. The proposal does not increase the footprint a great deal, it squares off the current building.

**Resolution:** The councilors unanimously agreed to approve the planning proposal.

- iii. P19/S0343/HH Hopton, Manor Road. Cllr Hatcher stated the plans were to build a garage behind the current fence. The plans show this will encroach on tree roots. John Postlethwaite raised a point about the second entrance, this appears to be permanent but was originally meant to be for the period of previous construction. The question was raised as to whether a tree assessment had been completed.

**Action:** Cllr Hanfrey to check if previous planning permission has been conformed to, in relation to second entrance.

**Resolution:** The councilors unanimously agreed to support the planning but wished SODC to be aware of the following comments, the apparent permanent nature of the second drive, had a tree survey taken place and had the previous planning permission been followed accurately.

- iv. P19/S0366/FUL Coombe Park (retrospective). Cllr Donahue had prepared a paper rejecting the planning permission, this was read out to the council and members of the public. The key points from this objection are:

- The design of the new fence is not in keeping with the surroundings and has a negative impact on several areas of the village.
- The design is intimidating and severe, not appropriate for an AONB.
- The height of the fence is unnecessarily tall at 2.4m and the razor wire is unneighbourly, this new fence is 40cm taller than the previous fence.
- The location of the fence is closer to the bridleway and impacts on people using the path.
- The plans are unclear about height, exact location of the fence and the use of razor wire.
- The Parish Council has received negative feedback from residents and The Thames Path National Trail. SODC have visited the site and agreed construction could go ahead but retrospective planning permission had to be applied for and there was a risk permission would be refused. OCC have also investigated and objected because as a bridleway the path should be 20ft wide. The owner has agreed to move the fence back to its old position.
- The Parish Council accepts there is a need for a new fence but have strong objections that the current new fence is not in keeping.
- There is also a need for indigenous plants to be used along the fence line rather than the planned laurel planting.

The council unanimously strongly objected to the planned proposal. The members of the public thanked the council for their work.

**Action:** Cllr Donahue to update his paper based on changes agreed in the meeting and send it to Ina Chantry for inclusion with the planning consultation document.

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## County Councilors report

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Cllr Bulmer had sent through his report which has been circulated.

- i. Approve payments and note receipts for the previous month, up to 14<sup>th</sup> February 2019.

Payment	Amount	Credit	Amount
Clerks salary Jan – 21 <sup>st</sup> Feb		Thames Water	£3.32
Azalea Landscapes	£350.00		
National Allotment Society	£66.00		
SODC dog bin emptying	£52.38		
OALC Clerk training	£102.00		
Hire of Old Stables x 2	£30.00		
Nova Press Spring Bulletin	£343.75		
OALC Subscription	£149.47		
Bugler Nov 18	£30.00		
<b>Clerk’s expenses Dec - Feb</b>	£29.07		
<b>Owens Galliver Architects</b>	£432.00		
<b>TOTAL exc salary</b>	£1,584.67	<b>TOTAL</b>	£3.32

Items in bold presented at meeting after agenda had been posted.

- ii. Bank account reconciliation noted and signed off by Cllr Donahue.  
 iii. Request for a donation from Sue Ryder, Councilors agreed it was not part of their current plans.

## 9. Pre-school fete / fundraiser

Concerns were expressed about the change in name from Village Fete to WOTFun. Cllr Hanfrey explained that the running of the fete would be similar to the fetes in the past. The Pre-school has a shortfall in funds of £12,000 per year and the fete is a way in which that money could be raised. There was a brief discussion about bands, whether they could perform in the evening, the possibility of hiring a small marquee. It was agreed the Parish Council might contribute towards the cost of the music or to other specific costs, but it would be too expensive to cover both

**Action:** Cllr Brooks agreed to discuss the proposal for music with Cllr Bowen

**Action:** The Parish Council will discuss at the next meeting whether to fund the music or to pay for other specified costs.

## 10. Bonfire and Fireworks evening

The primary school PTA had recently suggested a bonfire and fireworks on the Village Green, Neil Tomlinson proposed moving the bonfire and fireworks to the field next door to the Village Green. This was considered a good idea compared to having it on the Village green as it would not damage the grass and there would be a fence between the bonfire and those attending. The stalls would be on the Village Green. He has been in contact with someone to organize the fireworks and they are fully insured with public liability cover of £12.5m. This event would have to be planned to not clash with The Rising Sun at Whitchurch Hill’s event.

## 11. TAPAG

Cllr Hatcher explained that she and Diana Smith had been in discussion with BP and MODE. BP are unwilling to commit to any expenditure if they will be blamed for any consequences, however this is unlikely. Diana Smith would like to delay appointing MODE until she has spoken to Cllr Bulmer and OCC. It was agreed that Diana Smith should contact OCC and Kevin Bulmer and arrange a meeting. Cllr Donahue was in favour of appointing the consultant as traffic and parking is the number one issue in the village and the information will feed into the Village Plan. Cllr Brooks pointed out that cars parked on the street were a traffic calming influence. Cllr Hanfrey asked what offer was on the table from BP. Cllr Hatcher explained that she would like Diana Smith to continue to speak to BP and to bring the consultant on board as well. Cllr Beard asked about extending the 20mph speed limit beyond the bridge.

**Action:** Cllr Hatcher to pass map of land ownership to consultant.

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## 12. Update on Cricket Pavillion

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The Cricket Pavilion now has planning consent. The specification has been prepared and circulated to councilors. Neil Huntington went through the current plans for the Cricket Pavilion and requested council feedback on the following points:

1. Would the PC be happy to slightly simplify the external design and make it slightly more contemporary? He thought something similar to what has been built at Aldworth would look more attractive and also be more cost effective.

**Action:** Neil to provide images of the Aldworth Village Hall for consideration by the Council. He will ask the architect to develop a simplified design for review by the PC in the future.

2. What is the preferred roof finish? Clay tiles, or quality metal sheeting

Neill will keep clay tiles for now. This can be changed when reviewing the updated design if needed.

3. Does the PC want to include an extended raised seating area in front of the pavilion (at pavilion floor level)?

This was generally supported, but more details of the proposal were required. This would clearly reply changed to planning approval.

**Action:** Neil to instruct the architect to show arrangements on a plan for final approval by the PC.

4. Single unisex toilet for each team, plus a disabled toilet. It does not really work as shown.

**Resolution:** Unisex Toilets agreed.

5. Showers to be cubicles, including space for drying, but not communal?

**Resolution:** Cubicles agreed. This is my understanding.

6. Early indications suggest that the addition of solar power could cost approx. £10,000, have a 4% return and a 15 year payback period. This cost is very rough and the payback is clearly uncertain.

**Resolution:** Solar panels are not justified due to the low usage and uncertain financial returns and the danger of damage from cricket balls.

7. Some of the above will need the approval of a revised planning consent, but I think it is unlikely to be contentious.

Neil will resubmit for approval in due course.

Neil raised the problem of delays caused by having to get three quotes for work. It was agreed that if the architect recommended a firm or person the work could go ahead.

**Action:** Neil Huntington to get M and E advice for the most efficient and cost effective heating systems.

**Action:** The Parish Council needs to set a limit for what amount can be spent and who will be delegated the powers to spend the allocated money for the Pavilion project.

Meeting closed 10.20pm                      Signed \_\_\_\_\_                      Date \_\_\_\_\_

Date of next meeting, 21<sup>st</sup> March 2019

Location, The Village Hall, Whitchurch on Thames