



MINUTES OF THE MEETING OF WHITCHURCH-ON-THAMES PARISH COUNCIL
Village Hall 20:00 Thursday 12th March 2020

Members Present

Vice-Chairman Rachel Hatcher

Members Hanna Ferguson
Jean-Marc Grosfort
Katherine Higley

Officers Present:

Clerk Jane M. Yamamoto

Public and Press: Will Barclay, Peter Dragonetti, Hilary Jensen, Robin McCaw

The meeting started at 20:00.

- 1 Apologies for absence & Mission Statement 20:00
Cllrs Donahue and Smith sent their apologies. Cllr Hatcher to act as Chairman.
- 2 Declaration of Interests by Councillors on any items on the Agenda 20:05
Cllr Steward said he would abstain from any discussions about water usage on the Village Green, as he was its groundsman.
- 3 Public Forum - an opportunity for members of the public to express their point of view 20:10
on any item on the agenda. With the Chairman's permission, a member of the public may express their point of view on specific items of business. Five minutes are reserved per item.
- 3.1 Minutes of meeting – Hilary Jensen asked if draft minutes could be published on the website prior to the meeting. This was because by the time the minutes were approved in the next month's council meeting, decisions that could affect villagers may have been actioned. She thought that it had been agreed that draft minutes be published prior to September 2019. Cllr Higley advised that previously, Councillors had one week to provide comments to the Clerk after the meeting, draft minutes were published and then formally approved at the next month's meeting. Cllr Hatcher asked if the Clerk could check if this had been already approved in previous minutes. Otherwise, this would be an agenda item for the next meeting and approved.
- 4 Chairman's Announcements 20:15
The Vice-Chairman thanked all for coming to the meeting.
- 5 To approve minutes of the meeting of 13th February 2020 20:20
Resolution: The councillors approved the minutes.
- 6 Planning Applications – to discuss and agree Council's response to the following: 20:25
6.1 P20/S0629/LB
1 Duchess Close, Whitchurch-on-Thames RG8 7EN

Essential structural repairs to the rotted external false half-timbering to the West Cross Gable, the North Gable and the return to the North

Resolution: No Objections.

6.2 20S05/20S06 Coombe Park and Coombe Farm Park

Tree preservation orders

Resolution: No Objections.

6.3 P20/S0706/FUL

Bozedown Farm, Hardwick Road, Whitchurch-on-Thames RG8 7QY

Change of use of land adjacent to the dwellinghouse at Bozedown Farm to residential garden and constructions of a garden room for a purpose ancillary to the enjoyment of the dwellinghouse.

Resolution: The Clerk will ask for an extension to ensure that the councilors can visit the site.

7 To receive reports from the representatives of Oxfordshire County Council and South Oxfordshire District Council. 20:30

7.1 SODC District Councillor Report

See attached.

7.2 OCC County Councillor Report

8 Finance 20:35

8.1 **Resolution:** The following payments were approved:

Payment	Amount
Whitfest (Pre-school)donation	£750
Village Hall	£945
Clerk salary (Dec19-March 2020)	BACS
TAPAG Consultant Open Day support	£250
Old Stables booking (3X £15,TAPAG/Clr)	£45
OALC (annual subscription)	£156.44
Will Barclay (TAPAG expenses)	£59.47
Sally Woolhouse (Frederick Philipson tree)	£29

9 TAPAG – update and output of the Open Day 20:40

Will Barclay updated to all that TAPAG had engaged a traffic consultant. In the spirit of openness, they also held an informal consultation with the villagers at the Old Stables and had 55 people attend. They reported that 50/55 approved the plan. One or two had serious complaints. The resulting opinion from the meeting was those that disapproved of the plan were not disagreeing about the proposed traffic controls, but rather the inconvenience posed to them.

At the last TAPAG meeting, all complaints were addressed and countered. For example, the use of yellow lines in Eastfield Lane and residents-only parking resolved most of the complaints. They were inching closer to a resolution, but required a legislative process. TAPAG were concerned about costs because every time they sought consultation from OCC, it cost the villagers £3k. TAPAG were looking at expanding the plan now, which may cost a bit more to ask for Mode Transport, the traffic consultants, to organise a staged plan. The next steps would be to follow up with the traffic consultant, present to the Parish Council, and a public consultation. The council should publicise the consultation well to ensure that all complaints are

heard and acknowledged. TAPAG's aims were to benefit the entire village, starting with the High Street issue and cutting pollution for all.

The surveys carried out proposed 24 bays for cars and the findings were that 24 cars were rarely on the High Street. Even with the double yellow lines, there should be enough room for everyone to park.

Will said that the other option was that the village do nothing. However, surveys showed that there would be a rise in the number of cars in the village. Also, several walls had been damaged by cars.

Cllr Feguson asked if there was a pilot scheme. Will responded that it would cost £100/day and raise health and safety issues.

Cllr Hatcher raised the importance of this being a decision made by the village. Hilary Jensen said that that villagers must remember that they voted for the Parish Council and what they decided was a democratic decision. She questioned why had they not attended this meeting if they opposed the plan? Robin said that it would be better if a meeting with the villagers had the full council in attendance so they could respond directly to any complaints. All agreed that before any decision was made, the council had listened to all villagers and held an open debate. It would have to be well publicised and that the council was spending their money to have the traffic consultant in attendance to respond to any query.

Cllr Hatcher thanked the members of TAPAG for their extra time taken to attend this meeting.

Resolution: The Council agreed to hold a public gathering and pay £250 for Mode Transport to attend as well. The date would be at least 6 weeks in the future, pending the response to the Corona Virus.

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| 10 | Village Maintenance Contract – Cllr Steward | 20:55 |
| 10.1 | Cllr Steward presented the contract with Azalea, which outlined the areas and schedule of cuttings and maintenance. All agreed that this removed the ambiguity and was an improvement over last year.
Cllr Hatcher asked about the weedkilling and Cllr Steward confirmed that the contract doubled the amount of weedkilling to four times in the year with acetic acid. Both Keith Brooks and he would be overseeing this particular part of the contract to ensure that it was kept up.
Resolution: The councillors approved the contract to be sent to Azalea. | |
| 10.2 | Cllr Hatcher said that Muddy Lane had become so muddy that villagers and parents taking their children to school were avoiding it.
PC-137: Cllr Steward would provide 3 quotations to remove the mud off of the hard standing. | |
| 11 | Village Hall update, VAT and boiler – Cllr Grosfort | 21:00 |
| 11.1 | Cllr Grosfort said that all the refurbishments had been carried out and he had submitted all the receipts for reimbursement to the Clerk. The Village Hall | |

- Management Committee would transfer its contributions and the donations to the Parish Council account.
- 11.2 Cllr Grosfort advised that the Village Hall boiler was over 25 years old and had been repaired several times. It failed to keep a minimum temperature and was either fully hot or cold. Also, the hall could not offer cooking facilities until it could provide the necessary hot water to comply with health and safety regulations. To replace the boiler with a combi boiler would require additional pipe work, a total power flush of all radiators, a new direct rear flue, a magnetic filter system and a programmable temperature thermostat. In total, this would cost between £3k-£3.7k. It would not only provide more efficient heating but also hot water for the kitchen. Regarding the problem with the existing water tank, a plumber was coming on Monday, March 16th to reconnect the toilets to the mains, so there was no need for a replacement of the existing water tank.
Cllr Steward felt that the Parish Council should invest money towards the refurbishment of the Village Hall rather than a new Pavilion. Cllr Ferguson asked to see the budget for the upcoming year. The Clerk will send this to her.
PC-138 - Cllr Grosfort will obtain 3 quotes for the new boiler and associated works for the next meeting.
- 21:05
- 12 Village Green additional dog and rubbish bin – Cllr Steward
Cllr Steward advised that many of the signs posted in the Maze and Village Green for dog fouling had been taken down. He had replaced most of them. He recommended that another dog and rubbish bin be placed on the Village Green. The next step would be to mark out where dog fouling had occurred. If the council did all that they could to prevent dog fouling with signage and additional bins, it was suggested that there could be a ban of dogs on the green.
PC-139: Cllr Steward to obtain costs associated with the additional bins and to recommend locations.
- 21:10
- 13 Corona Virus
Cllr Hatcher asked how the council could find and support vulnerable villagers that were living on their own and that would appreciate help. Cllr Steward felt that additional funds for emergency contingency planning were needed. It was suggested that a notice be placed on the village website, in the surgery and the parish bulletin and an announcement be made at church services. Also, it was recommended that a list of volunteers and list of vulnerable people be drawn up. Vulnerable or elderly people could contact the Parish Council and they could match up helpers.
PC - 140: Cllr Hatcher to contact Hilary Jensen about a notice on the village website.
- 21:15
- 14 To review progress on any open actions from previous Parish Council meetings and agree any revision of actions on the action list.
- 21:20
- 15 To confirm the date and time of the next Meeting on 09 April, 2020 at 20:00.
Pending any direction on the Corona virus.
- 21:30

- 16 Resignation of Vice-Chairman
Cllr Hatcher resigned as councillor. She said that she enjoyed her time as Vice-Chairman, but felt that she had to prioritise other commitments. The other councillors praised her moderate nature and reasoned contributions to the council.
Resolution: The council agreed to advertise the position on the village website in parallel with the notice of 14 days for request of a bi-election.

- 17 Meeting Close 21:35