

Meeting of Ashbury Parish Council
Ashbury Village Hall
Monday 14th May 2018 at 7.30pm
Minutes

Present: Cllr K Watkins, C Davies, P Dubois, B Spence, C Prentice

District Cllr E Ware

11 Members of the public

ITEM

1 To take reports from District Council

Report available in Appendix 1.

2018 Annual report available on request.

2 To address matters arising from the AGM held on 08.05.2017

None

3 To approve minutes of the AGM held on 08.05.2017

Approved.

4 To elect a Chair of the Council for the coming year

Cllr KW stood down as Chair and was re-elected.

Proposer: Cllr PD. Seconder: Cllr CD.

5 To elect a Vice-Chairman of the Council

The election of Cllr CD as Vice-Chairman was recorded.

Proposer: Cllr BS. Seconder: Cllr KW.

6 Resignation of Councillor

Cllr Richard Fergusson formally resigned his position on the Council with immediate effect. The Council and Chairman offered their thanks to RF for his 3 years of tenure.

6 To co-opt a new Councillor

Christopher Prentice was co-opted onto the Council with immediate effect.

The Clerk will need to submit the Register of Member's Interest form in due course.

The Clerk has received interest from another parishioner regarding the current vacancy and it is hoped they can be co-opted in July.

7 To appoint sub-committees

To be reviewed at the July meeting.

8 To appoint officers to the Council

To be reviewed at the July meeting.

9 To set dates of meeting for coming year

Cllr KW proposed the following dates:

Monday 9th July 2018

Monday 10th September 2018

Monday 12th November 2018

Monday 14th January 2019

Monday 11th March 2019

Monday 13th May 2019 – AGM

The Clerk to book the village hall for the dates above.

10 To receive apologies for absence

Claire Arnold (Clerk)

11 To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting

None

12 Report from County Council

No report received prior to meeting.

13 To take questions and comments from members of the public

- Cllr KW raised an email received regarding the benches on Church Lane. It was discussed that the Planters Group are currently recording all assets such as this within the Parish and will be presenting it to the Council alongside a list of actions needed. It may be possible to pursue a grant for the expense of the work. Cllr PD offered to look into this.

CA

CA

PD

- A member of the public raised the grit bin for Wixes Piece discussed in the March meeting. Cllr KW advised that she has identified the individuals who placed the original request. The grass in front of the shop has been offered as a potential site. The residents of Wixes Piece present at the meeting felt that in the flowerbeds closer to the park would be a more suitable place, however as this land is owned by SoHa they would need to be approached. Clerk to contact SoHa regarding this.

CA

14 To take questions and comments from members of the Council

- Cllr CD raised the question of the Clerk hours increasing as discussed at the last meeting. Cllr KW advised that the Clerk has requested a 50% increase in hours taking it from 10hours per month to 15 hours. The Clerk has also requested that the pay increase set by the Vale is also implemented. Cllr KW has requested that the figures associated with these changes be presented to the Council for review against the budget and a decision can be made at the next meeting.

CA

15 To address matters arising from the ordinary meeting held on 12.03.2018

- Pot Holes – Cllr urged member of public to carry on reporting pot holes via FixMyStreet.com. Most existing pot holes appear to have been marked for filling which should hopefully happen in the next few weeks.
- Ramp entry to Pound Piece – Following the distribution of a letter to all Pound Piece Residents, only 3 responses of support were received. It was agreed that the council will attempt to contact the County Council for advice re next steps as this issue is regularly re-raised to the Parish Council. Clerk to send letter.
- B4000 Mirror at Kingston Winslow – There has still been no response received from Highways regarding this or the road surface of Pound Piece. Cllr CD to work with Clerk to draft a formal letter requesting a meeting to see if this creates some movement.
- Defibrillator – Cllr KW advised that following two First Aid courses run by the Village Hall Committee, there seems little need for another at this stage. Cllr KW to draft a sign for all the noticeboards advising on the location of the equipment.
- Council Email Addresses – Some Councillors are experiencing issues setting up their new addresses. They will liaise with the website administrator to resolve issues and then the new addresses can be published to the website. Some addresses will need to be allocated at the July meeting following a review of Officer allocations.
- GDPR Officer – Following the resignation of Cllr RF, Cllr PD has offered to be the GDPR Officer for the Council.
- Playground – Cllr KW is waiting for installation company to get in contact re realignment of the swing.
- Play Area – spraying of weeds was carried out successfully. Planters Group advised that the best course of action is to spread approx. 30 bags of chippings to keep weeds under control. Cllr PD to cost the materials and report back. Volunteers came forward to help with the spreading of it. This negates the need for another working party day.
- Open Space – Cllr CD expressed concern that the “Open Space Sub-Committee” still has not been established to take on the recommendations from the Planters Group and agree a plan of action and budget. Cllr KW advised that in order to move forward we need volunteers from the community and appealed to the room. The Planters Group will re-submit their costed recommendations to the Council so that it can be assessed against the Parish budget. An appeal for help will be issued to the Parish to establish an “Open Space Sub-Committee”.
- Open Space – Cllr KW advised that she has chased the contractor regarding first cut of the space for the year and requested the hire of a bigger machine as agreed for the first cut. The contractor is unavailable for the next two weeks but Cllr KW will continue to chase. Cllr PD to contact a Parishioner who has offered help to see if we can speed that up. It was raised that the cuttings should ideally be removed from site to be most effective. Cllr KW also asked by the Fete Committee to ensure that the space has been mowed for the Fete on 30th June.
- Traveller on the Ridgeway – A member of the public advised that the traveller is no longer located in the Ashbury/Idstone area.

CA

CD/
CA

KW

ALL

KW

PD

CA/
ALL

KW

PD

KW

KW

	<ul style="list-style-type: none"> • Deep Clean by Biffa – Cllr KW to send Clerk a list of roads. • File Storage – Cllr PD raised that the archives are currently stored in his garage which will not be suitable over the winter. He will be sorting through them all and disposing of any planning documents that are already archived electronically. Clerk to contact Vale to see what else can be archived. He also advised that there are some books that could potentially be displayed if a suitable venue was identified. Clerk to contact Village Hall Committee and School re interest. 	PD CA
16	To approve the minutes of ordinary meeting held on 12.03.2018 Not approved – Clerk to address changes.	CA
17	To approve the minutes of the ordinary meeting held on 08.01.2018 Not approved – Clerk to address changes.	CA
18	To address Planning Issues Concerns raised re P18/V0275/FUL. Cllr E Ware advised to consult with the Planning Officer.	CD
19	To agree and sign up to internet banking It was unanimously agreed to push ahead with this to make our financial processes more streamline. Ideally payments to be set up by the Clerk and then approved by Chair or Financial Officer or both.	CA
20	To discuss and agree potting shed on the Open Space A member of the public advised on the offer of a potting shed to be sited on the Open Space and used for community education purposes. Queries were raised re the best place to site and the legalities around “structures” on the Open Space. It was decided to refuse the offer with thanks as in the absence of an Open Space Committee there are no long term plans for the space regarding maintenance, insurance etc.	
21	Update on Shop Lease <ul style="list-style-type: none"> • Letter has been sent to the Sub-Lessee and no response received yet. New letter to be drafted with some deadlines and sent. • Financial contribution to lease changes by Council was discussed. Cllr CD advised that the amount should be approx. £400 and the council agreed to contribute 50% to this. 	CD/ CA
22	Update on Neighbourhood Plan Cllr CD presented his report (available in full in Appendix 2) It was agreed to minute no objections to the Local Green Space Designations as proposed. It was agreed that the Council reponse to the question of CIL aspirations would be to repeat the need for better transport links to the local area (in particular Shrivenham) and for the potential availability of facilities appropriate for visiting medical professionals.	
23	To agree Litter pick Following discussion with the floor, it was decided that setting one date would limit the number of parishioners available to contribute. A week was identified for the community to have access to litter picking equipment. This was set as the week commencing Monday 18 th June with a “final push” on Saturday 23 rd June. Cllr KW to liaise with the Vale to organise equipment and publicise the dates. A member of the public raised that Biffa may also be able to assist with equipment. Cllr KW to look into. A query was raised re the disposal of the rubbish once collected and Cllr PD offered to	KW PD
24	To agree day for Working Party Following the discussions re spraying the weeds and spreading bark chippings the need for a Working Party day was negated.	
25	To agree a response to further development along A420 corridor Cllr CD advised that he is in contact with the group organising a joined up response from multiple councils. A member of the public raised the turning at Bourton onto the A420 as an ongoing issue to be addressed.	
26	To agree to increasing the number of councillors on APC Cllr CP proposed that an increase in numbers to 9 councillors would be more beneficial to the parish and make the process more worthwhile. The council unanimously agreed, Clerk to action.	CA
27	Update on Wixes Piece Open Space Access Cllr CD advised that there is an ongoing discussion over the Rights ofWay with a view to ironing out a solution, but for the time being alternative arrangements for access should be made where an event is planned. In regards to the Village Fete the access via Malthouse Close will be used. The	

Fete committee has access to the keys to unlock the bollards.

28 Finance to agree

Agreed.

Payee	Amount Net	VAT	Total Gross	Details
Claire Arnold	£8.04		£8.04	Stamps

29 Finance to note

Cllr CD requested that the Neighbourhood Plan transactions be recorded separately from the general transactions to make it clearer to the parish that this is a separate pot of money. It was also suggested that perhaps a differentiation should be made regarding the S106 monies used to maintain the Open Space so that it can clearly be tracked. Cllr PD to liaise with Clerk re this.

**PD/
CA**

Name	Amount Net	Total Gross	Detail
Claire Arnold	£275	£275	Clerk Pay
OALC Membership	£135.06	£135.06	OALC Membership
DCK Accounting	£42	£42	Pay Role Accounting
Barry Barwell	£220	£220	Grass Cutting
Bluestone Planning	£3720	£3720	Neighbourhood Plan
Barry Barwell	£220	£220	Grass Cutting

30 To note correspondence

Cllr KW advised that an email had been received regarding the safety of Agricultural vehicles with dangerous attachments following an incident last month. Cllr BS offered to circulate to the local farmers.

**KW/
BS**

31 Any Other Business

- Village Textile Map – Cllr KW advised the council of the ongoing issues with the Textile Map and its siting in the Village Hall. She will update the council at the next meeting.
- A member of the public raised the need for a central body in the village to liaise between all the separate bodies and improve communication. An example was given of the Village Trust at Fernham. Cllr CP suggested that as the Council increases in number, perhaps representatives from the other bodies could take up roles.
- Parish Council Minutes – Cllr PD raised the timelines currently being adhered to in terms of minutes being distributed and reviewed are not acceptable. The proposal was made and agreed as follows:
 - Clerk will type up minutes and submit to councillors for review as soon as possible following a meeting but no longer than one week later.
 - All councillors have one week from the date received to review and submit comments and changes.
 - Following the one week deadline, the Clerk has one further week to make the changes. Final version is submitted to the council and for wider distribution to the Parish.
- Cllr CP advised that he will not be able to attend the next meeting on Monday 9th July.

KW

Kate Watkins

Chair to Ashbury Parish Council

Meeting Closed: 21.55

District Councillors Report to Parish Councils

Watchfield & Shrivenham Ward – May 2018

Vale Leader stands down – Councillor Matthew Barber will stand down as Leader of the Vale of White Horse District Council on Wednesday 16 May. He has been the part time Thames Valley Deputy Police and Crime Commissioner for over a year and will be taking on this position on a full-time basis from 21 May. A new Leader will be elected by the Conservative Group on Tuesday 8 May and the decision will be ratified by full Council at the Annual General Meeting on 16 May. Councillor Barber will continue as Ward member for Steventon and The Hanneys.

Planning

Gladman – Gladman have submitted an outline application for up to 85 dwellings on Townsend Road. Details on the Vale website.

NPPF – The revised National Planning Policy Framework has been published and is currently being consulted on. The consultation deadline is Thursday 10 May.

Oxford-Cambridge Expressway – The Vale has written to Chris Grayling Secretary of State for Transport requesting that there be more public engagement to ensure that all impacts are considered and any decision made openly and publicly.

Local Plan Part 2 was submitted to the Secretary of State for independent examination inspection on 23 February. David Reed has been nominated by the Planning Inspectorate to independently examine the Plan and await confirmation of the dates and venue when this will take place. In the meantime the Inspector has raised a number of issues which the Vale are addressing.

Appeals Five appeals in the Ward were registered to be considered by the Planning Inspectorate. Four of these have been dismissed. The appeal for the Badbury Hill (Great Coxwell) site will be held on Wednesday 30 May at Shrivenham Memorial Hall commencing at 10 am.

Legal & General – The Reserved Matters application for Phase 1 has been submitted with a target decision date of 12 July. The Reserved Matters application for Phase 2 is expected towards the end of this year.

Bovis – Townsend Road – Bovis revised RM application has been approved and a number of applications for the discharge of conditions have been submitted for approval.

Taylor Wimpey - Longcot Road – The Vale Enforcement Team and OCC Highways are continuing to deal with the numerous issues relating to this development.

Land South of Steeds Farm Gt. Coxwell – An Outline application for a further 125 dwellings has been submitted to the Vale. This application is in addition to the 200 that are already being constructed on part of this strategic site. This application will be considered by the full Planning Committee.

Swindon Eastern Villages – An application is to be considered by Swindon Borough Council for 370 homes on the Redland Airfield Site. This application is in addition to the 2380 for Rowborough and South Marston and the 1800 at Great Stall.

Thames Water Reservoir Plans – The Vale has responded to Thames Water’s proposed draft Water Resources Management Plan recommending a public inquiry is held to examine the draft plan and to ensure that the water company has correctly followed procedures.

Other News

Fly Tipping and Dog Fouling – The Vale has had another successful prosecution for fly-tipping. A man from Birmingham was issued with a Fixed Penalty Notice for touting for metal around properties in Abingdon. He failed to pay the FPN and was prosecuted and fined over £900.

A resident of Harwell has been prosecuted under the Dogs (Fouling of Land) Act 1996 for allowing her dog to foul on public land. She failed to pay a Fixed Penalty Notice and was prosecuted. She failed to attend court and the case was proved in her absence and she must pay a fine of £400.

Food Safety – The owners of the Busy Bees Nursery in Shellingford have been fined more than £60,000 for five offences under food safety legislation. One of the offences included a dead mouse in the kitchen. The owners pleaded to the offences. This is the largest fine to date for a prosecution by the Vale for this type of case.

Public Realm Team – Included in the Vale’s budget is an allocation of £250,000 pa over the next three years for delivering improvements throughout the district. The project is in its initial development stage and it is anticipated that more details will be published in the next couple of months.

Grants – The following dates have been confirmed for grant applications:

Capital and New Homes Bonus – Round one – 25 April-6 June Round two (budget permitting) 11 September-22 October

Festival Grants – 1 April-28 February 2019

The Grants Team are always pleased to offer advice and contact details are on the Vale website.

As you know we don’t hold surgeries but are always available to deal with issues.

Simon Howell – 01793 784491 – simon.howell@whitehorsedc.gov.uk

Elaine Ware – 01793 783026 – elaine.ware@whitehorsedc.gov.uk

Appendix 3. ANPSG

REPORT TO THE PARISH COUNCIL MEETING

to be held on 14th May, 2018

PLAN PROGRESS:

Having circulated drafts of the Character Assessment appendix and the revised pre-submission Plan document, we have received a number of comments & observation almost all of which were constructive, and all very much appreciated.

We are pleased to say that the response to the Strategic Environmental Assessment [SEA] submission has now been received and this was very positive meaning that no further activity will be required other than constant monitoring of the policies as/when implemented. However, to date we have had no feedback on our request for the Community Infrastructure Levy [CIL] aspirations of the various local authorities & providers, and we are therefore keeping this open a little longer to at least enable the parish council to respond.

As a consequence of the above and a few other third-party issues, we were unable to launch the pre-submission consultation on 7th inst as we had hoped, it is now scheduled commence on 21st inst instead. At this time notices will be issued to every household in the parish advising where the relevant documents can be read, while 'soft copies' will be available on the ANP pages of the Ashbury website and distributed by Email to our current contacts plus anyone else that requests them.

PLAN FUNDING:

As we approach the end of the parish's involvement in the preparation process, so our expenditure has reached a corresponding level. But despite having just 10% of our funding still in hand, the expectation is that we should still come in 'within budget'.

ONGOING ENGAGEMENT:

As already indicated, this will be heralded by fliers to every household in the parish plus notices on the various notice-boards, Facebook & website posts, etc. In addition we will hold some 'drop-in' opportunities to enable residents to query and/or discuss any aspect of the Plan that they wish to raise. These will be announced shortly after the consultation commences.

Cliff Davies

10th May, 2018