Meeting of Ashbury Parish Council

Ashbury Village Hall

Monday 11th March 2019 at 7.30pm

Minutes

Present: Cllrs C Davies (Chairman), P DuBois, C Prentice, P Cowx, District Cllr E Ware

L Evans (Clerk)

7 Members of Public

|  |  |  |
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| **ITEM** |  |  |
| **112** | **To receive apologies for absence**County Cllr Y Constance, District Cllr Simon Howell, Cllr A Alvarez Nishio |  |
| **113** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**None |  |
| **114** | **To take reports from the District and County Councillors**1. District Cllr Report presented by Elaine Ware (Attached to minutes in Appendix 1)
2. Precept increase has been approved – 29%
3. Reminder that the next Neighbourhood Action Group will take place on Monday 18th March – If you have any issues that need to be raised please contact R Simon or Elaine Ware
4. Recycling Wheels are being promoted by the Vale to encourage residents to recycle as much as possible and know what can and cannot be placed in the recycling bins- L Evans to place recycling wheels in Ashbury Shop.
* County Cllr Report presented by Cllr C Davies (Attached to minutes in Appendix 2)
* Cllr C Davies presented A420 Report (A420 Requires the same attention and funding as the A40) produced by County Cllr Y Constance (Attached to minutes in Appendix 3) Cllr C Davies suggested that the council look more closely at this and support.
 | **LE** |
| **115** | **To approve the minutes of the Ordinary Meeting held on 14.01.2019**Approved. |  |
| **116** | **To address matters arising from the previous meeting*** **Online Banking-** Cllr P DuBois explained that online banking cards have had to be reissued for Cllr C Davies and Cllr C Prentice, currently Cllr P Dubois and Clerk L Evans have access to online banking.
* **Parish Council Contact Information-** The contact posters have been produced and Cllr P DuBois is laminating ready for these to be placed on noticeboards.
* **Archive Storage-** District Cllr E Ware explained that the Heritage Storage in Shrivenham may be able to hold historical documentation regarding the parish.
* **Emergency Response Plan –** R Simons updated the Council and residents on the progress so far on the Emergency Response Plan, awaiting approval from local sources to be placed onto the plan, once completed Cllr A Alvarez Nishio will send to Oxfordshire County Council for approval and submission.
* Cllr C Davies proposed a vote of thanks to R Simons and team- unanimously agreed
 | **PD****PD****AN** |
| **117** | **To take questions and comments from the Councillors*** Cllr P Cowx has taken the role of Website officer and is allocating a section on the Ashbury Website for updates from OALC and Healthwatch.
* Cllr C Prentice explained that as the Community Liaison Officer if given notice will attend the Neighbourhood meeting.
* **May Elections-**Cllr C Davies explained that Cllr P DuBois is resigning in May, if anyone is interested in being part of the Council- nomination forms need to be completed by 26th March, nomination form requires eight signature electives.
 | **CP** |
| **118** | **Update on Planning Issues*** **P19/V0125/LB- 7 High Street Ashbury-** No action required- being promoted
* **P19/V0200/FUL- Shop Retrospective Change of use-** Awaiting Feedback
* **P19/V0519/HH- Barkside The Malthouse-** Cllr C Prentice expressed concern for neighbours as it is extensive work that is planned.
 |  |
| **119** | **Other Planning Matters*** **Wanborough Science Park Update-** Cllr C Davies explained that the comments regarding this can still be sent to SBC- need as many residents as possible to comment
* **Oxfordshire Plan 2050-** Cllr C Davies explained that the consultation is open until 25th March 2019 and that the steering group need to consider the points raised on the A420 report.
* **Oxford to Cambridge Expressway –** No further updates at this time.
 |  |
| **120** | **Update on Neighbourhood Plan**Cllr C Davies presented the report (Attached to minutes in Appendix 4)Cllr C Davies explained that the publicity period came to an end on 28th February and received 10 comments. VWHDC recommended Mr Andrew Ashcroft as independent examiner to the ANP- confirmed no objection.The structure of the intended ‘monitoring & review’ sub-committee would be discussed at the next steering group meeting. | **CD** |
| **121** | **Update from Village Green Committee**E Derrington presented the report (Attached to minutes in Appendix 5).E Derrington explained that potential funding will be coming through.Cllr C Davies asked that if the full £26,000 funding was not met what would happen to which E Derrington explained that this figure needs to be met before the project can move forward.Cllr P DuBois to send out maintenance contract for feedback from councillors. R Simons suggested meeting with the contractor to outline the maintenance times and requirements- Cllr C Prentice suggested as the Liaison Officer that himself and R Simons to meet with the contractor before the first cut. | **PD****CP** |
| **122** | **Update from Ashbury Parish A Team (Planters Group)** P Smith has produced a document listing the Assets that need repair/ Maintenance- Cllr C Davies to review document and provide feedback.P Smith asked if there would be any precept allocated to maintenance, Cllr P DuBois suggested prioritising the Assets for repair/maintenance so this could be looked into.Cllr P DuBois also suggested looking at funding for maintenance- see item 125 below.P Smith explained the concern about the tree touching the power lines on Ashbury Hill, to be reported.Cllr C Davies proposed a vote of thanks to P Smith, E Derrington and R Simons and their team members for their contributions to items 116, 121 & 122 above- unanimously agreed. | **CD****CD/****LE** |
| **123** | **Shop Lease Update****P19/V0200/FUl- Shop Retrospective Change of Use-** Awaiting feedback |  |
| **124** | **Village Green Access Update**Cllr C Davies explained that the initial feedback from Land Registry confirmed the position to be as that in our report of March 2018, meaning that a one short (10m) stretch of road was restricted.However, it was to be hoped that the an easement could be negotiated with the owners, and a further letter had been sent to Land Registry proposing this, and it is now with their legal department. |  |
| **125** | **Finances to Note**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Date** | **Total Gross** | **Detail** |
| Bluestone Planning | 04.01.19 | -£480.00 | ANP |
| HMRC | 14.01.19 | -£65.80 | Clerk Salary Qtr 3 |
| Ashbury Village Hall Committee | 22.01.19 | -£50.00 | Donation |
| C. Prentice | 22.01.19 | -£251.00 | Reimbursement For shop fee Application |
| Bluestone Planning | 22.01.19 | -£528.00 | ANP |
| OALC | 22.01.19 | -£138.97 | Subscription Fee 2019-20 |

**Charitable Donations-** Cllr C Davies asked what would be the best action regarding charitable donations, Cllr C Prentice suggested allocating some of the budget for charitable purpose and in February doing a review and recommend to decide where monies will be donated.**Cllr C Davies and Cllr P DuBois to arrange a meeting to discuss budgets and determine allocation for both asset maintenance and charitable gifts.** | **CD/****PD** |
| **126** | **Agenda Diary*** **Date For Annual Assembly & May Meeting -**Cllr C Davies explained that this will be held as just one meeting as per previous years
* **Council Meeting Dates 2019/20-** Will continue to be held the second Monday every two months – Cllr C Davies and Clerk L Evans to confirm dates – See \*below
* **Insurance Review-** Cllr P DuBois explained the insurance is due for renewal in June and will review to ensure the it is fit for purpose.
* **Audit Plan Update-** Cllr P DuBois explained that Mr James Greenham is to be our internal auditor- once the form is available to download from the auditor this will then be ready to sign off in the May Meeting.
* **Update Planning Register-** No Action
 | **CD/****LE****PD****PD** |
| **127** | **Correspondence*** **29/01/2019-Rural Bulletin-** Regular features like this will be posted on the Website
* **01/02/2019- Household Letters Regarding Elections-** No action required.
* **07/02/2019- Join the Great British Spring Clean-** Cllr C Davies to contact relevant parties to organise
* **07/02/2019-You Said We Did – Review Of Oxfordshire County Councils Town & Parish Liaison Events-** No action required
* **13/02/2019- Charlotte Ball-BBC 2-** This was forwarded on the Round Robin email, had no response so Clerk L Evans to make Charlotte Ball aware
* **14/02/2019- Highway Maintenance Communications-** No action required
* **15/02/2019- OALC Subscription 2019-20-** Has been renewed for 2019-20
* **16/02/2019- PCC Maintenance enquiry-** As discussed in item 121
* **01/03/2019- OALC February Update-** Regular features like this will be posted on the website
* **01/03/2019- Healthwatch Update-** Regular features like this will be posted on the website
* **06/03/2019- Letter Dated 6th March-** Cllr C Davies explained that the offer to meet again was not accepted- now considered closed.
 | **CD****LE** |
| **128** | **To take questions and comments from members of the public**Member of the public asked whether the meeting in May will be as normal- Cllr C Davies explained that the format would be the AGM, followed by normal Parish Council meeting. |  |
| **129** | **Any other Business**Cllr C Prentice had a resident of Idstone raise concern regarding horse manure on Featherbed Lane as there is no footpath and children use the road to go to school- Cllr C Prentice to liaise with the appropriate parties | **CP** |

Meeting closed at 21.30

Laura Evans

Clerk to Ashbury Parish Council

Next meeting will be held on Monday 13th May 2019 at 7:30pm at Ashbury Village Hall

**\*2019/20 Meeting Dates**: **2019** 13th May

 8th July

 9th September

 11th November

 **2020** 13th January

 9th March

 11th May

**Appendix 1- District Council Report**

**Planning**

**Local Plan Part 2 - T**he public consultation is now live and responses are due by 1 April 2019.

**Legal & General Shrivenham (Total 515 dwellings)** - Development of up to 240 dwellings (Phase 1) and a site for a primary school along with associated public open space and highways works. The development has commenced. The temporary access road from the A420 has been agreed with OCC through a s184 agreement and L&G are awaiting confirmation of when construction and usage may begin. There are still issues regarding the school which are being progressed with the County. A meeting with L & G has been arranged for Tuesday 12 March to discuss progress and meet the new Project Manager.

**Bovis Development Shrivenham (116 dwellings) – Townsend Road**

An application for a change of house type has been refused.

**For information - Lorry Park** – **Chowle Farm** – amended plans were submitted on 28 November and 16 January. The target date is now 31 March. The Planning Officer has agreed to keep Simon and I informed of any further amendments and changes to the target date.

**Community Grants –** Festival Grants are still available. Grants of up to £1000 are available to cover up to 75% of the cost for local community events with at least 100 people expected. The Grants Team are available to assist and can be contacted on 01235 422405 or grants@southandvale.gov.uk

**Exploring options for on-street parking enforcement**

As previously reported formal agreement from the county is required in order to apply to the Department of Transport to delegate civil parking enforcement powers. If county agree and the council decides to take over responsibility it would then need to carry out a full review of the existing car parking orders and yellow lines. Arrangements have been made with other District Council’s and the County to undertake a feasibility study. The County are leading on the procurement of consultants to carry out this work.

**Oxfordshire 2050** – The public consultation for Oxfordshire 2050 is open until 25 March. There are a number of elements associated with the Plan and Town and Parish Councils are encouraged to respond.

**Housing Delivery Test 2018** – The test is an annual measurement of house building in areas throughout England. The Vale was required to build 1305 and delivered 4357 – 334% and were listed as 6th in the country.

**2019/20 Budget –** On 13 February the Vale agreed the budget for the financial year 2019/20 and a medium term plan for the following four years. It has been necessary to increase Council Tax by £5 for the forthcoming financial year. The Vale like all local authorities is awaiting the outcome of the Governments Spending Review. It is anticipated that the review will address the proposed changes to New Home Bonus.

One area that has remained unchanged in the budget is car parking charges. The two hour free parking also continues.

**Environmental Enforcement –** The Vale Environmental Enforcement Officers have dealt with a number of fly tipping/littering cases in recent months and prosecutions have followed. Last month a man from Oxford refused to pick up a cigarette butt in The Square in Abingdon. He failed to pay the fixed penalty notice and as a result was prosecuted and found himself with a bill for £607 issued by the court. Fly tipping/littering really does not pay.

**Waste** – The Waste Team have arranged for a number of Crisp Packet Collection Boxes to be installed in various Council buildings (Milton Park, Cornerstone Art Centre Didcot and The Beacon Wantage). This is a national campaign organised by Walkers. All makes of empty crisp packets can be placed in the boxes and they will be sent to a special recycling facility where they will be transformed into plastic such as garden furniture.

**Recycling Wheels –** Recycling wheels are being promoted by the Vale to encourage residents to recycle as much as possible and know what can and cannot be placed in the recycling bin. Supplies are available from the Vale but Elaine has a couple of boxes and Parish Councils are encouraged to inform residents of this initiative.

**NAG – Neighbourhood Action Group –** The next meeting of the NAG will take place on Monday 18 March. Obviously the current spate of burglaries is of concern and these will be raised with the new Neighbourhood Police Inspector. If you are not represented please let Elaine know if you wish any issues to be raised.

**PURDAH – District and Town & Parish Elections –** Elections are due to take place on 2 May 2019. The period of Purdah commences on 26 March. It will be necessary to ensure that formal guidance is followed throughout the process.

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 2**

**REPORT TO [INSERT NAME] PARISH COUNCIL MARCH 2019**

**FROM CLLR [INSERT NAME]**

**GENERAL OCC REPORT**

**COUNCIL BUDGET PASSED ON 12TH FEBRUARY**

1. COMMUNITIES TO BE OFFERED HELP WITH YOUTH SERVICES

Youth Provision across Oxfordshire was given a £1 million boost by the Conservative Independent Alliance at the budget-setting meeting on February 12th. It was disappointing that both the Labour and Liberal Democrat groups voted against this proposal, which could have had cross-party support. Young people and their families in Oxfordshire will now benefit from improved community-run youth services. Youth groups will be invited to bid in to a £1m fund over two years, with encouragement to find match-funding from their local communities. Details of the application process will be published shortly.

2. COUNTY COUNCIL TO INVEST IN SCHOOLS, TRANSPORT AND STREETLIGHTING

Other measures that form part of the approved Budget include highway improvements, new school buildings and energy-efficient street-lighting thanks to a £1 billion investment over the next ten years. However, the county council is also warning that funding pressure on services remains as demand for social care for vulnerable children and adults continues grow and continued financial prudence is required to meet those demands.

Transport schemes across the county will improve journeys for drivers, pedestrians, cyclists and public transport users. Nearly £20m will be invested to increase the provision of school places for children with special needs in the county, including rebuilding Northfield School in Oxford with more pupil places.

Capital funding is for large one-off projects such as highway repairs or building work to assist the council meet its obligations, such as creating extra school places – as opposed to the normal revenue budget which covers funding for the costs of day-to-day services. Most of the funding for capital programme is made up of government funding and developer contributions, which cannot be used for any other purpose.

The capital programme includes a £41m street-lighting improvement programme with traditional lanterns being replaced with more energy efficient LED lighting, saving money in the long-run.

Pressure on funding for day-to-day council services continues as the council increases funding to support of Oxfordshire’s most vulnerable children and adults. To make sure the growing number of children at risk of abuse and neglect are protected, the children’s social care budget has increased annually. It was £46m in 2011 and is forecast to be £95m in 2022/23 – more than doubling in ten years. The council’s budget for adult social care will increase by £5m in 2019/20, with further annual increases reaching nearly £6m by 2022/23.

The planned redesign of the council around the changing needs of residents and communities will maintain or improve services, with investment in digital technology enabling us to save money in the process – OCC is now reviewing the digital technology needed to make the council run more effectively and efficiently, including improving customer service by making it easier to access services online. The council has identified savings of £50m from changing the way services are delivered and has already started implementing these changes, including improving online ‘self-service’ HR and finance systems used by staff. As part of the partnership with Cherwell District Council, legal services for the two councils are being joined up.

**INVESTMENT IN REPAIRING OXFORDSHIRE'S ROADS CONTINUES**

OCC will be spending an extra £13m on capital funding on road maintenance in the coming financial year. This is on top of its existing £18.5m programme of work and follows last year’s additional £12m boost which saw more than 37 extra miles of road being resurfaced through a range of methods including surface dressing and micro-asphalting – both of which make road surfaces waterproof and extend their life. This year’s additional money will be spent across Oxfordshire on resurfacing, drainage, bridge repairs and footways. One of the major projects confirmed for later this year will see the A40 from Thornhill to Headington Roundabout (inbound) resurfaced, benefitting thousands of road users every day.

**HEALTHWATCH OXFORDSHIRE PUBLISHES FINDINGS OF DAYTIME SUPPORT REVIEW**

OCC’s Adult Social Care department asked the health and social care watchdog to undertake an independent review of the services after major changes in how they were delivered in October 2017. On that date, OCC’s Health and Wellbeing Centres and Learning Disability Daytime Support Services were replaced with a new Community Support Service as planned, securing the services for the future. The services are located in Abingdon, Banbury, Bicester, Didcot, Oxford, Wallingford, Wantage and Witney. They provide daytime support for both older people and those with learning disabilities. The review focused specifically on user experiences during the process of change to help evaluate the impact it had on people. The service has been working hard since the launch to ensure that people are at the centre of all service developments. The review found that people said that daytime support made a difference to their lives and they valued it for: social connection and friendships; meaningful activity; independence; reducing isolation and loneliness; and supporting carers to continue caring.

**DELAYED TRANSFER OF CARE IMPROVEMENTS**

The latest published figures on people who are unnecessarily in hospital while they await care have been published. The figures for December 2018 show that on average 85 Oxfordshire residents had their hospital discharge delayed. This is five fewer than in November and 20 less than the same time last year. Oxfordshire’s improvement remains better than nationally. In the last 12 months delays have dropped by 19% locally compared to 11% nationally.

**SPECIFIC REPORT FOR [INSERT PARISH NAME]**

**Appendix 3**

**NOTES on A420 for Oxfordshire County Council’s LTP5 MARCH 2019**

**A420 requires the same attention and funding as A40**

It carries more traffic than A40, has more accidents but still serves as a local road, which requires protection (preservation?) against HGVs and commercial traffic, esp. through- traffic using A420 as a strategic route

A420 was confirmed a MAJOR LOCAL ROAD in 1990s (and funding to dual the road was withdrawn). It has now become a major commercial corridor functioning as a strategic route between Swindon and Oxford with ‘just in time’ deliveries for BMW and Honda motor works, and servicing Symmetry Park, the new 1million sq.ft distribution centre permitted by SBC on A420 near Swindon Police Station. In addition through- traffic from M4 short cuts to A34 and M40 (going north, or east on A43) which is overwhelms its local function.

A420 was not built to carry this heavy traffic, nor this volume of traffic.

As a local road :

 \* it cuts through the centre of villages like Tubney and Fyfield, where residents are now unable to cross the road during peak periods and long hours everyday

 \* it carries an important bus route (Stagecoach S6) with stops at every village junction to pick-up and set down passengers, holding up through -traffic and leaving passengers stranded with no safe crossing, as at Littleworth, Little Coxwell, Longcot (King’s Lane junction)Tubney, Fyfield and other bus stops;

 \* constant fast heavy traffic prevents safe crossing for pedestrians incl. school children, up and down the A420 : residents in Fyfield, Tubney, Littleworth and elsewhere are known to catch the bus to nearest pedestrian island at Buckland to cross and catch the next bus back to their destination. No residents should have to live this way!

**Proposals for A420 in LTP5 (and more urgently if funds are available)** A420 must cease to operate as a strategic route.

1. A420 must be re-established as a local (trunk) road restricting through traffic, esp. HGVs to M4 (Jctn 13) and A34
2. Residents must be able to use this road as a local road :we cannot accept it be included in the EEH arc (the OX/Cam corridor) as a strategic road. Its prime purpose is to serve as a LOCAL ROAD. There is no other!
3. A420 (re-established as a local road) must support development of a

frequent efficient BUS SERVICE to carry residents from 13,000 plus new homes approved between Swindon (8,000 on the eastern apron) and Vale of White Horse (4-5,000 at Shrivenham/ Faringdon/ Kingston Bagpuize / Cumnor).

3. BUS STOPS : Proper safe provision at bus stops is an urgent need. Too many stops are single posts in the verge with no safe standing back from the traffic. The Longcot stop is unsafe and unusable.

4. BUS TRAVEL : To encourage/assist bus travel, A420 should provide a number of small P&Rs connected to the bus service. P&Rs at Watchfield; at Faringdon?; at Buckland? at Kingston Bagpuize? would encourage village residents to connect with the bus service to Oxford/Swindon. These would deliver proper connectivity with the bus and make a more effective contribution to traffic congestion than one large P&R at Cumnor at the far end of a congested drive along A420.

5. BUS PRIORITY : Policy should require that buses have priority at all pinch points on A420. A rapid bus lane would be justified on A420 as on A40.

6. PEDESTRIAN ISLANDS/CROSSINGS : To serve properly as a local road, funding must be found urgently to provide pedestrian islands or traffic light crossings at Longcot; at Little Coxwell; at Littleworth; at Fyfield and at Tubney . Traffic light crossings would slow traffic and break it up - an advantage for local users - but may not be advisable : pedestrian islands must then be a priority and as soon as possible. Residents are demanding to use this road as a local road.

7. DIVERSIONS : when accidents or major flooding occur and A420 has to be closed (more frequent now) traffic is diverted through small villages adjacent to the A420. These villages can no longer cope with the HGVs, which are too long and too large to get round corners, and even to pass each other on the narrow roads (e.g. B4508).

 OCC must establish new protocols with SBC and TVP and Wilts Police to divert NB traffic off A420 in SWINDON (at White Hart roundabout?) and SB traffic onto A417, and not through the villages of Watchfield, Longcot, Fernham, or Great Coxwell or the villages west of A420. In 2008 when the protocol was last set, A420 was not the commercial corridor it is now.

Cllr Yvonne Constance (Shrivenham; Cabinet Member for Transport)

Cllr.Judith Heathcoat (Faringdon ; Deputy Leader to the Council)

Cllr.Anda Fitzgerald-O’Connor (Kingston Bagpuize/Longworth)

**Appendix 4**

**Report to the Parish Council Meeting**

**to be held on 11th March 2019**

**PLAN PROGRESS:**

February 28th saw the end of the District Council’s [VWHDC] ‘publicity period’ for the Neighbourhood Plan, and while I had hoped to be able to provide the promised result to the parish meeting, as of today it has yet to be received – hopefully this we change by the time of the meeting.

The closing date for quotations from canvased examiners to VWHDC was 4th inst. and we have since been provided with a ranked list of potential appointees, the examiner being recommended by VWHDC being an Andrew Ashcroft. We have in turn confirmed that we have no objections to his appointment meaning that [hopefully] the next stage of the process can commence. Only then can we press for an indication of the probably timing of the referendum, but regrettably such requests & feedback will still need to be channelled through VWHDC.

Up until now the steering group have been able to control programme to a large degree, whereas now we are entirely dependent on third parties, a situation that we are finding particularly frustrating!

**PLAN FUNDING:**

VWHDC remain unforthcoming in response to our requests for additional funding, but we do at least now have a named ‘lead officer’ and our request has been resubmitted directly to the new officer together with supporting arguments as to why it is required – fingers crossed!!!

**Cliff Davies**

6th March 2019

**Appendix 5**

**Ashbury Parish Council (APC) Village Green Subcommittee – Progress report March 2019**

Since our last report in January 2019 we have:

* Had two subcommittee meetings (on 21 January and 4 March).
* Joined the Oxfordshire Playing Fields Association.
* Obtained three quotations from contractors for the first phase of the project - making a playing field 30mx40m. The cost will be approximately £26,000.
* Submitted applications for funding to the Vale of White Horse Council, Oxfordshire County Council, the Lottery Fund, Sport England and the William Cash Fund. We expect to receive the responses in 10-12 weeks.
* Revised our timetable. From talking to the contractors it became clear that our original goal – to have the field completed by summer 2019 was unrealistic. Our aim now is for the groundwork to be carried out in August/September and for the field to be ready for use in Spring 2020.
* Had a further meeting with Rachael Smith the Primary School headteacher and arranged to meet the School Council on 8 March. We are keen to get the children interested and involved in the whole project.
* Continued regular communication with the community using the Parish News.

**The way forward**

While work proceeds on the playing field we are also continuing to plan the later stages of the project:

* Tree planting
* A site for commemorative plaques
* Static exercise equipment
* Dog waste provision
* Willow sculpture

We'd welcome feedback from APC on what he have done so far and our plans for the future.

Elizabeth Derrington

4 March 2019