**Monday 14th September 2020 at 6.00pm**

**Minutes**

Present: Cllr C Davies (Chairman), P Cowx, C Prentice, A Reynolds, A Alvarez Nishio, J Greenham, L Evans (Clerk), 2 Members of the public.

At the start of the meeting, CD stated for the benefit of the public that; meetinga are run to a strict time-schedule, and being via Zoom, would be recorded for ease of minuting.

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| **ITEM** |  |  |
| **1** | **To receive apologies for absence**  County Cllr Y Constance, District Cllr E Ware, District Cllr S Howell |  |
| **2** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**  Cllr C Prentice in respect of Ashbury Manor planning applications |  |
| **3** | **To approve the minutes of the Ordinary Meeting on Monday 13th July 2020**  Approved |  |
| **4** | **To address matters arising from the previous meeting**  Road Safety- Cllr C Prentice has opened a dialogue in regards to road safety requirements in the village. Currently in the process of an internal consultation about prioirties, once finished this will be sent and will engage in various options and costs, but will be pushing for results.  Bus Shelter- Cllr J Greenham and Cllr P Cowx to arrange a meeting to discuss the more substantial work that needs to be done and gather costs for the work. | CP  **JG/PC** |
| **5** | **County & District Councillors-** To receive reports from County and District Councillors (5 minute time slot)  District Councillor report attached to the minutes in appendix 1  Yellow Letter- The annual yellow letter drop has begun, as a reminder please complete and return if any changes have been made.  The Government is consulting on the review of the Planning System. The consultation consists of three parts and covers changes to the current planning system, transparency, and competition and planning for the future. Town and Parish Councils are encouraged to respond to the consultation. – see 13c below.  No report was submitted from County Cllr Y Constance. |  |
| **6** | **Chairs Verbal Update (3 minute time slot)**  Chairs report attached to the minutes in appendix 2   * Councillor Resignation- Cllr C Davies proposed a vote of thanks to Cllr A Alvarez Nishio for the contribution and commitment to the Parish. Unanimously agreed. * Ash die-back- A number of trees within the Parish are showing signs of disease, the most significant being that adjacent to the War Memorial. One local resident with expertise in tree management has been approached and considers that there is little evidence of disease and suggests no immediate action. Awaiting a response from Tony Cradock who is a Tree Surgeon. Cllr C Davies to pursue. * Planters & Borders – Julia and Sue have now started work on the playground borders & Planters respectively. | **CD** |
| **7** | **Clerks Verbal Update (3 minute time slot)**  Rospa Play Park Inspection has been received and circulated to Cllrs. No immediate action in respect of the minor points raised is planned at this time. |  |
| **8** | **Councillors Forum-** To receive reports from responsible officers (12 minute time slot)   * Shopperbus- Cllr P Cowx confirmed that the shopperbus will not be restarting the service in the near future due to Covid-19 * Idstone Drain- Cllr C Prentice had concerns raised by a resident regarding the drain in Idstone that appears to have a blockage. Cllr A Reynolds to reportback. * Volunteers- Cllr J Greenham explained that there are now volunteers for all the assets, but have no further volunteers to help with the planters and borders. He will again publicise the need for volunteers in the hope of receiving a positive response. * Litter Pick Volunteer day- Going to be done towards the end of September, Cllr J Greenham to contact volunteers to arrange a date. * Finance Officer- Cllr A Reynolds presented the report attached to the minutes in appendix 3 * Bench on B4000 - The meeting noted what an excellent job had been done by Anne and Richard Taylor on the bench. | **AR**  **JG**  **JG** |
| **9** | **Sub Committee Reports-** To receive reports from Sub-committees (6 minute time slot)  **Village Green-** (Report attached to minutes in appendix 4)   * Contractor to finish weedkilling- Cllr C Davies confirmed the contractor had advised the weedkilling will take place on Thursday 17th September and the area will be cut on Friday 18th September. * Picnic Tables- Approval is needed from the Council to proceed with the picnic tables for the green. E Derrington to forward all designs and costs for the 3 options to the Cllrs for approval. Hoping to be granted a Lottery Grant to help towards the cost. * To help aid the maintenance of the Green via the contractor used within the Parish Julia Blake will feedback any concerns etc to Cllr C Davies who will then forward the information to the contractor. | ED |
| **10** | **Financial Matters**   1. Bank Reconciliation to be approved- Cllr C Davies approved 2. Proposal of Risk Assessment- Cllr C Davies proposed acceptance of the Risk Assessment – this was unanimously agreed. |  |
| **11** | **Planning Matters**  **Applications;**   * P20/V1687/LB - Ashdown Farmhouse Ashdown Park Lambourn Hungerford- The application is for Sitting Room window lintel repair and utility room plaster repairs with additional storage. Target decision date 21.09.20. * P20/V1728/HH – Ashbury Manor, Berrycroft, Ashbury- Erection of potting shed. Target decision date 24.09.20. * P20/V1641/FUL – Ashbury Manor, Berrycroft, Ashbury- Construction of outdoor arena. Consultation ends 18.09.20. * P20/1978/LB – Ashbury Village Hall – repair of patches of masonary & rerender. Consultation ends 18.09.20 * P20/V2005/HH – 10 Wixes Piece, Ashbury – erection of single storey orangery. Consultation ends 18.09.20   **Decisions:**   * P20/V0303/HH & P/20/V0304/LB – The Old Forge, High street, Ashbury- Demolition of modern flat roofed extension, porch and lean-to utility to rear. Erection of a single storey extension to rear with covered walk-way, etc. (Amended Plans received 14th May 2020) – Granted.   **Other:**   * Enforcement Investigation VE19/469 – The owner of the subject property had made a FOI Request.   Cllr C Davies explained that, having provided the bulk of the information requested, that which related to individual residents had been withheld for data-protection & GDPR reasons as permitted by the FOI act.   The council were also seeking legal advice through OALC to ensure that we were acting correctly.  The property owner was concerned that people may have been on her property to take photographs.   Cllr C Davies stated that if this was the case it was clearly wrong, and not something that the council would condone.  Cllr C Davies also explained that all planning application were now dealt with by the NPG. Requests for further information has been sent to the clerk and will be dealt with within the allotted 20 days. | **CD**  **ALL** |
| **12** | **Public Forum-** To take comments , representation or queries on agenda items (15 minute time slot)  Comment from the Member of the public which was dealt with as above in item 11 |  |
| **13** | **Individual Topics (12 minutes allocated)**   1. Ash die-back – implications & actions- see Chairs update in item 6 2. Shopperbus replacement – current situation- see item 8 3. White paper: Planning for the future – potential need to expand ANP policies – The Neighbourhood Plan Group are to hold a meeting to discuss prior to the OPNA meeting. Cllr C Davies urged all councillors to provide any points/concerns in respect of the consultation to NPG. 4. Waste collections – recurring ‘missed collections’ Cllr A Reynolds confirmed that the missed collections in Idstone have be rectified, but Cllr C Davies advised that another ‘food-bin collection was missed in Kingstone Winslow today. Cllr C Davies to chase the matter again. 5. Idstone Road safety railing- Cllr J Greenham stated that the railings are in a bad state of repair although they are sturdy. A quote was sought from Highways with a cost of £6,500. Cllr C Prentice suggested adding this to the list of Road Safety. Should this not proceed Cllr J Greenham to look into ideas to raise the funds. 6. FOI request- See item 11 7. Allotments- Cllr C Prentice has a informal role within the allotment group to help try and get a stand format and order in regards to helping the administration of the allotments. It was unanimously agreed for Cllr C Prentice to continue this role. | CD  JG |
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| **14** | **Agenda Diary** |  |
| **15** | **Correspondence**   * 21/07/2020 – OCC Communications- VOWH Grant given to Grove Parish Council. * 22/07/2020 – OCC Communications- District Council Update. * 29/07/2020 – OCC Newsletter- Residents urged to follow social distancing to avoid local lockdown (Posted to FB page and website). * 30/07/2020 - WP correspondence on boundary fence. * 30/07/2020 - Unsafe Thames Water inspection cover- Completed- Thames Water fixed the cover * 31/07/2020 – OALC July Update. * 02/08/2020 – Simon Howell- Covid 19 Resilience Plan * 03/08/2020 – Police and Crime Commissioner Alert. * 03/08/2020 – ETS call for volunteer driver. * 05/08/2020 - Vale Town and Parish Update * 06/08/2020 – Waste Team – Great British September Clean. * 06/08/2020 – Changes to No 47 Bus (Posted to FB and Website). * 07/08/2020 – Neighbourhood Plan Site Assessments – NPG reported that no suitable sites had been identified. * 12/08/2020 – District Council Update – see 5 above * 15/08/2020 - Wasps nest on village green - treated |  |
| **16** | **Future Agenda Items**   * Village Green – usage & maintenance budget * Reafirm councillor roles. * Review 2020/21 parish precept |  |

The meeting closed at 19:05pm

Signed…………………………………………………………………………………………………….Dated……………………………………………………..

Appendix 1

**District Councillors Report to Parish Councils**

**Watchfield and Shrivenham Ward**

**August 2020**

**Vale of White Horse District Council**

All Parish Councils have received regular updates from the Vale and these will continue for the foreseeable future.

You will be aware that the majority of Vale staff are still working from home and may not respond to requests straight away. Wherever possible please communicate with the Vale by Email rather than telephone.

**Climate Emergency Advisory Committee –** The next meeting of the Committee will be held on Monday 7 September. The agenda includes Power Purchase Agreement and England’s Economic Heartland – Transport Strategy Consultation. Details of this agenda and minutes of previous meetings may be found on the Vale website – [www.whitehorsedc.gov.uk/committees](http://www.whitehorsedc.gov.uk/committees).

**Civil Parking Enforcement** – As reported previously the County Council are leading on this project. A report is to be presented to the Vale Scrutiny Committee in November.

**Car Parking** – The Vale Cabinet has reviewed the current car parking charges and have agreed to retain the 2 hours free parking in order to assist local shops and businesses. However, the Cabinet wish to increase the hourly charges and a report will be considered by the Scrutiny Committee in October.

**Corporate Plan –** The public consultation has ended and the final draft will be considered by the Scrutiny Committee in September. At the same meeting an Emergency Budget will also be considered. Like all local authorities Covid19 has had a significant impact on the Vale’s finances.

**Yellow Letter** – The annual yellow letter will be dropping through letterboxes – please remind residents to complete and return if any changes have been made.

**Consultation –** The Vale would welcome comments from the public on the Keeping Active survey. Details are on the Vale website and will close on 8 September.

**Cabinet Changes –** The Leader of the Vale has made changes to her Cabinet. The changes will take effect from 1 September and are as follows:

Cllr Emily Smith – Leader, Cllr Debby Hallett Deputy Leader and Corporate Services and Transformation, Cllr Andy Crawford Finance and Corporate Assets, Cllr Neil Fawcett Strategic Partnerships and Place, Cllr Helen Pighills Healthy Communities, Cllr Judy Roberts Development and Infrastructure, Cllr Bethia Thomas Community Engagement and Cllr Catherine Webber Climate Emergency and Environment.

**Planning –** A number of planning applications have recently been submitted from many of our Parishes. The large developments in Shrivenham are ongoing and will take many years to complete. The speculative application in Shrivenham mentioned previously has caused a great deal of concern and both Shrivenham and Bourton Parish Councils have objected.

The Government is consulting on the review of the Planning System. The consultation is in three parts and covers Changes to the Current Planning System, Transparency and Competition and Planning for the Future. All three documents are integral to the way in which future planning will be determined throughout the country. It will affect us all and residents, Town and Parish Councils and organisations are encouraged to respond. Details are on both the [www.Gov.uk](http://www.Gov.uk) and Vale websites

**Swindon Borough Council** **– New Eastern Villages** – SBC unanimously agreed the application for Great Stall East on Tuesday 25 August. This application is outline and a detailed plan will be submitted in due course. The plan is for 1550 dwellings, 2 schools including a 3000 pupil secondary school, shops and a park & ride. There will be a new access junction onto the A420. It is anticipated that the development will take around 14 years to complete.

Although we don’t hold surgeries we are always available to deal with any issues.

Simon Howell – 01793 784491 – [simon.howell@whitehorsedc.gov.uk](mailto:simon.howell@whitehorsedc.gov.uk)

Elaine Ware – 01793 783026 – [elaine.ware@whitehorsedc.gov.uk](mailto:elaine.ware@whitehorsedc.gov.uk)

August 2020

Appendix 2

**Parish Council Meeting on 14th September 2020**

**Chairman’s Report**

**ACTIONS carried forward from previous meetings by reference:**

**March-4c] Potential breach of planning in Kingstone Winslow:**

No progress has been reported since the February site visit. CD has chased the enforcement officer for an update - continuing.

**July-4] Finance risk assessment**

Draft produced for submission to September meeting – complete.

**July-6] |Enhanced road-safety measures**

Now being dealt with by Highways Officer.

**OTHER MATTERS**

**Resignation of Communications Officer:**

Anica Alvarez-Nishio has advised that, due to personal commitments, she cannot devote the time needed to fulfil her role effectively and has therefore resigned with immediate effect. Not only has Anica been a highly effective member of the council, but she has also contributed a great deal to the community as a whole – her contribution will be greatly missed by us all.

**Ash die-back:**

We have been advised that a number of trees in the parish are showing signs of the disease, the most significant be that adjacent to the war-memorial. Two local residents with expertise in tree-management have been approached to assess the trees in order to better understand the potential implications, but at the time of writing only one response has been received, that from David Pain. He considers there is little evidence of disease, and suggests no immediate action is required, but that the tree should be monitored regularly.

**Children’s playground:**

1. The playground is now open, with appropriate signage to make users aware of the need to comply with Government advice on Covid-19 prevention/protection measures – such measures are now more important than ever with case numbers rising again.
2. The recent ROSPA inspection has raised some minor issues that will need to be addressed.

**Planters & borders:**

Julia Blake & Sue Stannard have now started work on the playground borders & planters respectively, and we look forward to seeing the fruits of their efforts as the new planting becomes established.

To encourage other residents to ‘adopt’ an area or feature within the parish with which they have some affinity, we should perhaps consider a competition with a prize awarded annually.

Cliff Davies

7th September 2020

Appendix 3

**ASHBURY PARISH COUNCIL**

**FINANCE REPORT TO 31 AUGUST 2020**

1. The Parish precept for 2020/2021 is £9,984.

2. To 31 August 2020, precept-related expenditure was expected to be £2,326.

3. To 31 August 2020, precept-related expenditure was actually £1,782. The details can be found in the attached report.

4. At 31 August 2020, total reserves stood at £42,575 (compared to £46,554 at 31 March 2020) of which £28,202 related to earmarked reserves. Again, the details can be found in the attached report.

5. The General Reserves increased as the first precept instalment has been received (£4,992) and the Village Green earmarked reserves decreased by £4,921 mainly as a result of the retention for the landscaping being paid.

Appendix 4

**Ashbury Parish Council - Village Green Sub-committee**

**Progress Report September 2020**

1. The map and tree dedication plaques are now in place at the Malthouse Close

entrance to the Green. They have received an enthusiastic welcome from members

of the community and have stimulated fresh interest in tree sponsorship.

2. We've carried out a survey to assess the level of interest in exercise equipment on

the Green. We got a good response (from 48 people) and this indicated that 50%

would welcome and use such equipment, but that the other 50% are either against

exercise equipment or are unsure about it. We have decided that we do not have

enough evidence of community support to justify taking the idea forward, but it

remains an option for the future.

3. Many of the young trees on the Green suffered damage in July as a result of

careless use of a strimmer by the maintenance staff – the contractor has accepted

responsibility. We took action quickly to bandage the most severely damaged trees

and at present all are surviving, but at least two are showing signs of stress. It will

take some months for the full impact to become apparent.

4. The weed treatment commissioned in July has been successful in the areas where it

has been carried out, so docks and thistles have been largely eliminated from the

area inside the path. We're still waiting for the treatment to the areas outside the

path to be completed, and ask APC to continue to press for this to be done.

5. The grass on the Green, and especially on the playing field, is growing strongly.

We're working to encourage people to use the field for games – though COVID

restrictions obviously limit the numbers that can be involved.

6. The “Keep the Green Clean” has been very effective in reducing the amount of dog

waste on the Green. We're continuing to inspect regularly and highlight any

infringements.

7. We have revisited the subject of picnic tables – originally mentioned in March 2020.

We would like to install 3 tables in the area near the Free Church, each on a

concrete base to facilitate maintenance. As we have only £700 left in the

landscaping fund we plan to make a further application for funding to the National

Lottery.

A majority of the Group continues to favour recycled plastic (cost approx. £425 per

table https://www.nobutts.co.uk/Indoor-Outdoor-Furniture/Picnic-Tables/100%25-

Recycled-Plastic-Picnic-Tables/Heavy-Duty-Picnic-Table ) on the basis that it lasts

longer than wood, is easy to clean, dries quickly after rain and is recycled and

recyclable. But other options are wood (cost approx £495 per table

https://pepegarden.co.uk/products/jw-karen-circular-picnic-bench-8-seater110cm-table?variant=33240032247943) or specially commissioned wood and

stainless steel (drawing and costs to follow). We recognise that the final decision is

for APC.

8. As the development work on the Green has been completed, regular maintenance

has become more crucial, and significant problems have come to light over the last

few months. Some have been caused by bad weather but others have been linked

to the way responsibilities are shared between APC and the Village Green

subcommittee. The attached document outlines the issues and the subcommittee's

thoughts on the way forward.

Liz Derrington

7 September 2020