

Extraordinary Meeting of Ashbury Parish Council
Ashbury Village Hall
Monday 10th September 2018 at 7.30pm
Minutes

Present: Cllrs K Watkins (Chairman), C Davies (Vice), P DuBois, C Prentice, A Alvarez Nishio, B Spence
District Cllr Simon Howell
22 Members of Public

ITEM

57 To receive apologies for absence

County Cllr Yvonne Constance, District Cllr Elaine Ware.

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

None

59 To take reports from the District and County Councillors

- District Cllr Report presented by Cllr K Watkins. (Attached to minutes in Appendix 1)
 - District Cllr Simon Howell advised that a new round of grant applications opens on 11/09/18 until 22/10/18.
 - Cllr C Davies asked whether the District will be upholding the Local Plan with future planning applications to build on greenfield sites. SH advised that all current developments were approved prior to the plan being approved but expects applications currently under review and any new ones to be denied
- County Cllr Report presented by Cllr K Watkins (Attached to minutes in Appendix 2)

60 To approve the minutes of the Ordinary Meeting held on 09.07.2018

Approved.

Cllr K Watkins explained to the room that the council now has an internal review system that speeds the approval process up.

Cllr A Alvarez Nishio proposed a vote of thanks to Cllr K Watkins for stepping into the Clerk role.

61 To approve the minutes of the Extraordinary Meeting held on 13.08.2018

Approved. No Actions arising.

62 To address matters arising from previous meetings.

- Potholes – Idstone bend escalated by a Member of Public. T-junction at Chapel Lane also bad. Cllr K Watkins to forward Highways contact to Cllr B Spence to chase the potholes that have been marked for months and have seen no further action. **KW/BS**
- Gardeners – Open Space needs attention around the verge. Cllr K Watkins is getting quotes from new gardeners. Cllr P DuBois to raise with Open Space Committee. **KW/PD**
- Online Banking: Cllr C Prentice to be added as a signatory. Cllr K Watkins to pursue online banking application. **KW**

63 To take questions and comments from Councillors

None.

64 Update on Planning Issues

- **a – P18/V1860/4NB – Kingston Farm** – Cllr K Watkins advised that this is a Change of Use application that does not allow the same feedback as a normal planning application. The ANP Steering Group put together a response for the Parish Council to submit. This has been uploaded to the Planning portal and can be viewed online.
- **b – P18/V1610/HH – Watercress Lodge** – Approved
- **c – P18/V1793/HH - Holly House** – Approved.
- **d – Eske Cottage/Honeysuckle Cottage** – Cllr CD had previously raised concerns [Email of 20.08.18 refers] re a piece of common land in Kingston Winslow which it is anticipated will **CD**

cause issues amongst residents re access and use. He proposed that the Parish Council support any application by the owners of Honeysuckle Cottage to seek ownership of the land through 'adverse possession' legislation subject to the parish's costs being met and the current rights-of-way being maintained. This was agreed in principle by the council, but Cllr K Watkins asked CD to take advice from OALC regarding our legal standing.

65 Update on Neighbourhood Plan

- Report attached in Appendix 3
- Cllr C Davies advised that due to our application for funding to the Lottery Fund being rejected additional funding would be needed. He pointed out that at the Council Meeting of 07.11.2016 an amount of up to £350 was approved for the ANP that too date had not been taken up, and requested that this figure be increased to £2,000 to meet current cost commitments & provide a modest contingency for the examination phase. Approaches have been made to the District Council (Requested Cllr S Howell to chase). Cllr C Prentice suggested that we approve the needed funds but encouraged Cllr C Davies to continue pursuing other sources of funding. Proposed: AAN. Seconded: KW.

CD/
SH

66 Update on Wixes Piece Open Space Access

Cllr C Davies reiterated that the titles were mis-registered and due to the timescales involved this would suggest a degree of fault to lie with both the Redcliffe Homes Directors & Land Registry. This is being pursued with the assistance of a resident that has experience of working with Land Registry.

Looking at four options for access which will be shared when there is more information. If access does need to be moved then it would seem reasonable to pursue additional funding from Redcliffe Homes and/or compensation from Land Registry.

67 To agree new Bench Locations on Open Space

Cllr K Watkins advised that the Fete Committee have proposed two new locations on the Open Space for 2-seater benches. A plan was presented to the room. (Plan attached in Appendix 4). A Member of Public advised that the second proposed location may be worth checking for uneven ground.

No objections to the proposed locations were raised by the room.

Proposed: KW. Seconded: PD.

Cllr K Watkins proposed a vote of thanks to the Fete Committee and asked them to go ahead with installing the benches.

68 Update on Shop Lease

Cllr K Watkins advised that there are actions in motion around the paperwork exercise. Awaiting document from Building Regs. Awaiting confirmation of Change of Use application. Once these are in place then the Lease Addendum can move forward. Hope to have resolved by next meeting.

69 Finances to Note

Name	Date	Total Gross	Detail
Ashbury Village Hall	09.07.2018	£48.00	Hire of Hall
P. DuBois	09.07.2018	£278.72	Planters Group – Bark Chippings
Moore Stephens (Auditor)	02.08.2018	£48.00	Audit – Fee for Late Annual Return
Barry Barwell	13.08.2018	£340.00	Grass Cutting
RoSpa	13.08.2018	£79.80	Playground Inspection

70 Agenda Diary

End of Year Financial Update – Annual Return & Accounts

- Following the departure of the Clerk, Cllr P DuBois has spent a lot of time updating the accounts, creating a budget and separating expenditure and funds into different categories.
- The Nationwide account has been found out to have been closed due to dormancy

reasons. Cllr P DuBois is pursuing the recovery of the funds so that they can be deposited into our normal account with Lloyds.

- The Annual Return has been completed and will be signed off by the Chairman this evening and sent to the Auditors.
- Cllr A Alvarez Nishio proposed a vote of thanks to Cllr P DuBois for all his hours of work on this since the Clerk left.

Question from Member of Public: The S106 money was allocated for 10 years of maintenance for the Open Space. As we are 3 years into that time, what actions are the Parish Council taking to make sure those costs can be covered at the end of the 10 years?

Cllr K Watkins advised that so far we have been spending less than projected. The aim is to increase the precept annually so that we are in a position to cover the increased costs in 2025. The newly formed Open Space Committee will be looking at proposed work to be done and costings.

71 Correspondence

- **a – Deep Cleanse – 18-22nd October** – Cllr K Watkins advised that this only includes pathways and not roads. PC needs to prioritise pathways and invited Members of the Public to raise any specific pathways by 1st October. This will be published on Facebook and the usual communication lines. KW
Cllr K Watkins to also contact Highways to see if a Roadsweep could be arranged around the village. KW
- **b – Community Award Nominations** – Cllr A Alvarez Nishio has proposed Cllr C Davies in his position as Chair of the ANP Steering Group. Cllr K Watkins also proposed member of the Planters Group for their huge contributions to the community. AAN /KW
- **c – Highways Depot Open Days** – Cllr K Watkins advised that Councillors are invited to Open days at the Highways Depot if interested.
- **d – Revised Gambling Act Policy** – Cllr K Watkins advised that feedback is being sought for proposed changes to the Gambling Act. Responses by 8th October.
- **e – Heathwatch Briefing** – Cllr K Watkins advised that the Clerk receives a Heathwatch Briefing that can be circulated if anyone is interested.
- **f – Environment Agency – Burial Sites** – Cllr K Watkins advised that a risk assessment may be required on the two graveyards at St Mary's. She is in contact with the PCC and will update at the next meeting. KW
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72 To take questions and comments from Members of the Public

None

73 Any Other Business

- Cllr A Alvarez Nishio advised that Margaret Smith is happy to extend subscribers to her informal email list. Please contact her to be added.
- A Member of Public raised that some areas on the Ashbury Village website are more up to date than others. The Council have some access to this so will see what they can do regarding keeping it updated. AAN /PD

Meeting Closed at 20.30

Kate Watkins

Chair to Ashbury Parish Council

Next Meeting will be held on 13/11/2018 at Ashbury Village Hall

Appendix 1 – District Councillor Report

District Councillors Report to Parish Councils

Watchfield & Shrivenham Ward – September 2018

Planning

Gladman Shrivenham - Simon and Elaine have submitted their strong objection to this application. Revised plans submitted and re-consulted during August. Now under consideration by officers.

Legal & General Shrivenham - P18/V0862/RM-2 Re-consultation: Reserved matters application following application ref. P13/V1810/O for layout, scale, appearance and the landscaping of the site. Development of up to 240 dwellings and a site for a primary school along with associated public open space and highways works. Ongoing discussions with OCC to finalise.

Local Plan Part 2 -The Planning Inspector continues the review after summer break, a third was held at The Beacon Wantage 4th -7th September. Details of the process can be found on the Vale website.

Other News

No imminent decision on Oxfordshire unitary council proposal

The government will not be making a decision on the proposals for a single unitary council for Oxfordshire for the foreseeable future.

The Minister for Local Government has written to the Leaders of South Oxfordshire and Vale of White Horse District Councils explaining that the Ministry for Housing, Communities and Local Government is not currently planning to announce a decision.

In his letter, the Rt Hon Rishi Sunak MP explained that the government will be pausing its consideration for a unitary council while other changes to local government in Oxfordshire take place.

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

Capital and New Homes Bonus –Round two (budget permitting) for applications will commence on 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.

Exploring options for on-street parking enforcement

The Council are exploring whether to take over on-street parking enforcement in the district.

We are contacting Oxfordshire County Council (the highways authority), which is responsible for formally applying for powers and then delegating civil parking enforcement responsibilities, to find out whether this could be possible.

We are also carrying out work to look at the business case involved in taking over enforcement, including costs and projected income.

We need to seek formal agreement from the county to apply to the Department of Transport to delegate civil parking enforcement powers to our councils. If county agree, and our councils decide to take over responsibility, we would then need to carry out a full review of the existing car parking orders and yellow lines.

“Yellow Letters”

This August a “Yellow Letter” Household Enquiry Form has been sent to every home in the Vale. This requires residents to confirm who lives in their property.

All residents should visit householdresponse.com/southandvale to confirm their details are correct or, if not, provide the correct information. They will need the code on the letter to do this.

This information needs to be accurate to make sure everyone who is eligible to vote is able to do so in future elections, including the district, town and parish elections happening in May 2019.

Anyone who doesn't have access to the internet can confirm their details by completing and returning the form that comes with the letter. If the details are correct residents can also confirm this by phone or text – the details required for this are on the letter.

REMINDER

Town and parish forum

Our next forum for town and parish councils takes place on Monday 24 September, 6.30pm to 8.15pm at The Beacon in Wantage.

Please encourage your local town or parish council to attend - to sign up, or for more information, email policy.partnerships@southandvale.gov.uk.

Senior managers and councillors will be speaking about the work we are doing and will be happy to answer questions. Refreshments are available from 6pm.

GO Active Gold

Residents of southern Oxfordshire aged 60 and over can sign up for a month's swimming for just £5 thanks to a special September offer from the Vale of White Horse District Council and 'Better' leisure centres.

Would-be swimmers simply register for the offer by visiting the [GO Active Gold website](#) or by calling 01235 422219 by 27 September.

Once they have received confirmation they can visit the participating leisure centres throughout September to swim as many times as they like for a one-off payment of £5. The month-long swim deal will start from the date of the first swim.

The scheme is part of the district councils' GO Active Gold programme, funded by Sport England, which aims to increase health and well-being among people aged 60 and over living in rural areas across South Oxfordshire and Vale of White Horse.

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 – County Councillor Report

GENERAL OCC REPORT

NEW PARTNERSHIP APPROVED BY OCC AND CHERWELL DISTRICT COUNCIL

Councillors at OCC and Cherwell District Council have approved a proposal for a partnership between the two local authorities, including the appointment of a joint chief executive. The partnership arrangement will offer long-term opportunities to join up services for residents, reduce the costs of providing services, and secure investment in Cherwell to enable the continued growth in homes and jobs. The partnership proposal came after the financial problems in Northamptonshire County Council, which has implications for Cherwell's existing partnership with South Northamptonshire Council, created an opportunity to explore closer joint working. The joint arrangement was approved by county councillors on 10 July and Cherwell councillors on 16 July, and will come into effect on 1 October. Partnership arrangements under a single chief executive will make joint working more effective and deepen the partnership arrangements. Spatial and transport planners already work closely together on schemes related to housing and infrastructure, and that will be made day-to-day working simpler as they are working to a single chief executive. Following a formal internal recruitment process, Yvonne Rees, the current chief executive of Cherwell and South Northamptonshire councils has been appointed to the new post of joint chief executive of Oxfordshire and Cherwell councils, with a start date of 1 October. The post of county council chief executive, currently occupied by Peter Clark, will be made redundant.

STUDENTS RECEIVE A-LEVEL RESULTS ACROSS OXFORDSHIRE

Thousands of students are preparing to take their crucial next steps after receiving A-Level results at schools and colleges across Oxfordshire last month. Confirmed pass rates for the county as a whole will be confirmed when national figures are published later this year. In the previous two years the key benchmark of two or more A-Levels at the A*-E pass rate was achieved by around 95 per cent of students. For anyone unsure of their next steps after A-Level or GCSE exam results, further help can be found at the [Oxme website](#) and through the [National Careers Service](#) which has a helpline number - **0800 100 900**. Throughout the results period and beyond, county council staff will be available via the web chat service on the [Oxme website](#) or over the phone (**01865 328460**) to talk to young people and parents about the wide range of learning and employment opportunities available in Oxfordshire for 16-19-year-olds, and to help with applications. Details of [drop-in sessions](#) can also be found on the council's website.

OCC COUNTS THE COST OF THE CARILLION COLLAPSE

OCC is carrying out a detailed review of the costs and liabilities related to its properties following the Carillion collapse so that a robust financial plan can be considered by councillors in the autumn and included in the council's budget. Carillion provided services on behalf of OCC including maintenance of council buildings; property services, and building work such as school extensions. OCC made a net payment of £10.6m at the end of December 2017 to Carillion to cover work already completed as part of the final settlement to end the contract with the company, limiting any future financial liability. However, the costs of dealing with ongoing construction and property maintenance problems following the Carillion collapse have not yet been calculated but are expected to be "very significant". Surveys to assess defects in buildings including schools are continuing across the county council's properties. Compliance with health and safety requirements is also being considered, with any safety issues that emerge being dealt with quickly.

CONTINUED IMPROVEMENT IN DELAYED TRANSFER OF CARE NUMBERS

The latest published figures on people who are unnecessarily in hospital while they await confirmation of care arrangements have been published. The figures for June 2018 show that on average 90 Oxfordshire residents had their hospital discharge delayed. This is 9% fewer than in May and less than half the number of people delayed than the same time last year. Oxfordshire's delays figure trajectory continues to be better than national improvement with a 0.3% improvement in the last month and a drop of a quarter in the last year.

ACTIVE AND HEALTHY TRAVEL ENCOURAGED BY OCC

Commuters returning to work after the holiday period are being encouraged to walk or cycle, for all or part of their journey, by OCC. The council is championing healthy alternatives to the car, which will also help to reduce congestion and pollution on the county's roads. Exercise is widely recognised as one of the best ways to improve physical and mental health. Daily physical activity lowers the risk of depression and dementia by around 30 per cent according to the Department of Health. Exercise also reduces the likelihood of cardiovascular disease, coronary heart disease and strokes. The council has appointed an active and healthy travel officer, using central government funding, to assess existing walking and cycling routes. Priority will be given to improvements and maintenance schemes designed to encourage active travel and reduce pollution. Over 85,000 new jobs and 100,000 new homes are planned in Oxfordshire by 2031. The council is committed to ensuring that as the population grows, infrastructure is in place to encourage healthy travel options. Streets and spaces will be developed to put first the needs of pedestrians and cyclists. OCC's Cycling Champion, Councillor Suzanne Bartington, said: *"Active travel is win, win, win - for health, the environment and local economy. I encourage Oxfordshire residents to try foot or bike even for only part of their journey and feel the positive benefits for themselves."* For further information about the benefits of active travel, visit the website: www.oxfordshire.gov.uk/whycycle

£80K BOOST FOR KIDS' CYCLING SAFETY

Almost every primary school child in the county will now be able to get free cycle safety training after the award of an £84,500 [Bikeability](#) grant which will pay for an additional 2000 places. The bulk of cycling training in the county is carried out by a 700-strong army of volunteer instructors under the Oxfordshire Cycle Training Scheme, which has been running for more than 40 years. Training is offered to children from nine-years-old and up and is a mixture of learning about the Highways Code and practical 'on the road' tuition. Parents and carers who want their children to take part in training should contact their school's head teacher.

**Appendix 3 – Ashbury Neighbourhood Plan Update
REPORT TO THE PARISH COUNCIL MEETING**

to be held on 10th September, 2018

PLAN PROGRESS:

The Pre-Submission Consultation [PSC] was completed on 6th July, with feedback having been received from 21-residents, and 9-statutory bodies. A copy of the feedback summary and proposed remedial action is annexed to this report, but with the names of residents redacted..

The necessary follow-up documentation in the form of a 'Basic Conditions' Statement' & 'Consultation Report' has subsequently been produced and submitted to our consultants, Bluestone Planning, for formatting & publication after incorporating the recommended changes into the respective body documents. Once completed, the Pre-submission Consultation documents will be published on the website, and the entire Plan will also be submitted to VWHDC for final examination, the anticipated timescale for both being within the next 2-weeks.

During the examination of the Plan, the steering group will use the resulting lull in activity to produce a much abbreviated version of the key documents for distribution to the community in the lead-up to the final referendum.

As previously indicated, the referendum will be the most critical consultation by far and we would hope that when the time comes, probably within the next 2-3 months, residents will be as supportive as they have been thus far.

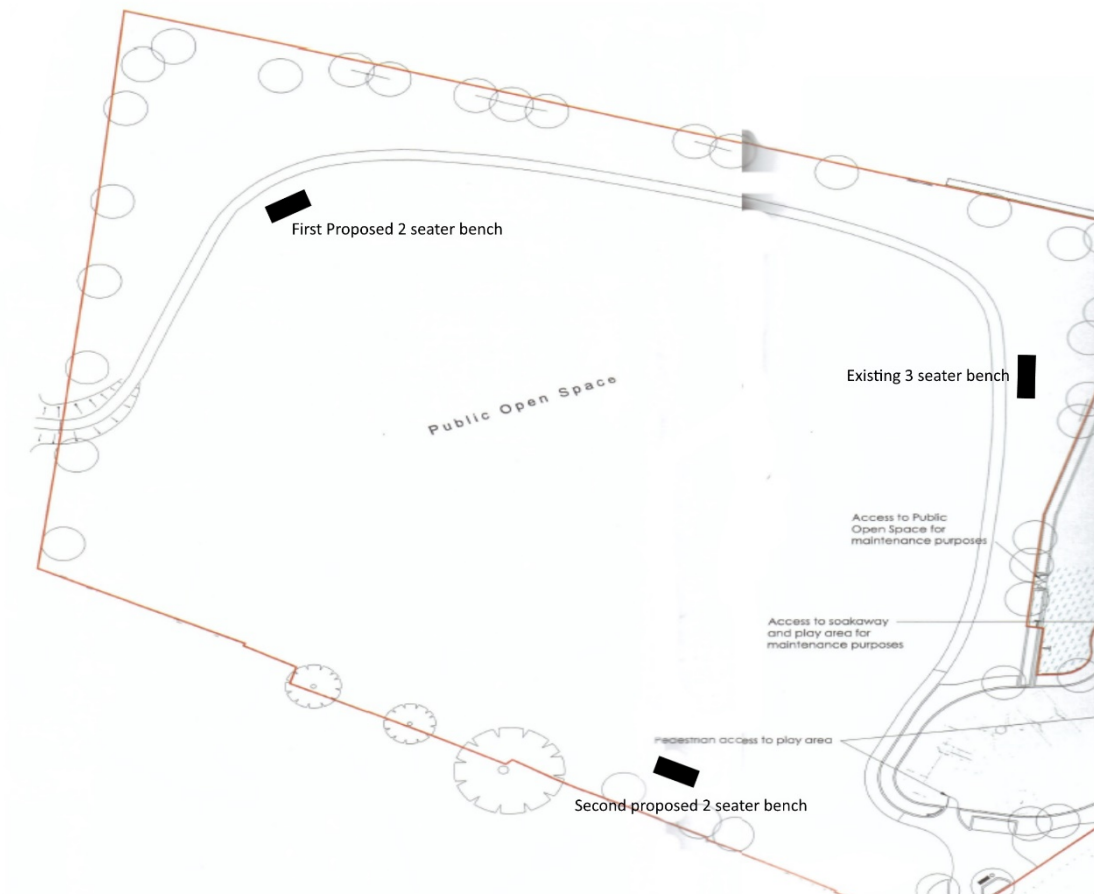
PLAN FUNDING:

Our application for 'top-up' funding to the Lottery Community Fund was unsuccessful, and too date we have received no response to our approach to VWHDC. We are therefore seeking alternative sources of funding, and this issue will be raised at the Parish meeting.

Cliff Davies

6th September, 2018

Appendix 4 – Open Space Proposed Bench Locations Plan



APC