Meeting of Ashbury Parish Council

Ashbury Village Hall

Monday 9th September 2019 at 7:30pm

Minutes

Present: Cllrs C Davies (Chairman), P Cowx, A Alvarez Nishio, C Prentice, A Reynolds, County Cllr Y Constance, District Cllr E Ware

 L Evans (Clerk)

 14 Members of Public

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| **ITEM** |  |  |
| **36** | **To receive apologies for absence**District Cllr S Howell |  |
| **37** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**None |  |
| **38****38a** | **To take reports from District and County Councillors**District Cllr Report presented by E Ware ( No report provided to appendix)1. **Climate Emergency**- A new Climate Emergency Advisory Committee has been approved who will make recommendations to the Cabinet.
2. **Local Plan Part 2** – The Planning Inspector has declared the plan is sound and subject to local democratic approval. The Plan will be considered by Vale Cabinet on 4th October and the decision will be an agenda item for full Council on Wednesday 9th October. County Cllr Y Constance explained that if the plan (LPP2) does fall then the ANP would also fall and would only be protected for three years.
3. **Pop Up Business School**- Will be held at Shrivenham Memorial Hall between 7th and 11th October 10am to 3pm.
4. **Construction in Shrivenham** – There has been a further delay in using the A420 as an access road, this will hopefully be resolved from Monday 9th September
5. **Shrivenham Neighbourhood Plan**- Residents are reminded that the consultation on the

proposed Neighbourhood Development Plan is open for comments until 1st October.1. **Household Enquiry- Yellow Letter**- Residents are reminded to complete the information required and return to Vale ASAP
2. **Festival Grants**- The Vale scheme is open for grant applications of up to £1000
3. **World Car Free Day 22nd September 2019**- The Vale is promoting this world wide event by awarding a prize for what you did by using alternative transport. Entries must be submitted by 5pm on 30th September, The draw wil take place on 1st October- more details can be found on the Council’s website.

County Cllr Y Constance explained that the Climate Action Team are replacing all lights with energy efficient light bulbs, replacing the fleet with electric vehicles. The aim is to have zero omissions by 2030. There is a lot of working going on within the Vale regarding Climate Action.County Cllr Y Constance also explained that the Oxford to Cambridge Expressway offers the Vale of The White Horse a solution to the problems with the A34.* Cllr C Davies also raised the issue of the missing bollards on the bridle way next to the free Church, as vehicles have now been seen trying to use this as a road. County Cllr Y Constance stated that she will chase this issue with Countryside Services.

**Shopperbus/dial-a-ride**Cllr C Davies raised residents concerns with County Cllr Y Constance regarding the Shopperbus Service being cut as many of the elderly residents rely on the service. County Cllr Y Constance explained that there is no funding left anywhere o be able to support the Shopperbus and suggested pooling resources with other parishes to overcome the shortfall . Cllr C Davies has asked for clarification on whether the funding of the Shopperbus will continue, or whether it will cease at the end of this financial year- County Cllr Y Constance to confirm.Cllr C Davies to progress | YCYCCD |
| **39** | **To approve the minutes of the Ordinary Meeting on Monday 8th July 2019**Approved |  |
| **40** | **To address matters arising from the previous meeting****“Turn it off” -Anti Idling campaign-** Cllr A Alvarez Nishio explained that due to the summer break a meeting has yet to be hold- ongoing**Trees On Ashbury Hill –** Cllr C Davies explained that no further action had been taken by SSE, Issue was followed up and it has been agreed by SSE that it is a priority and are now awaiting engineers to attend- Continue to monitor. | **AAN****CD** |
| **41** | **To take questions and comments from Councillors*** **‘Keep it or Bin it’ Survey update-** Cllr C Davies explained that all households should have now received the survey which need to be back by the end of September. Resident queried that figures on the front which Cllr C Davies explained these are estimates of the budget so residents have a better understanding of the costs to maintain the assets.
* **Grasscutting in the Parish-** Cllr C Davies also wished to propose thanks to Nigel Jefferys who painted the bench by Wixes Piece and cleared the weeds. David Jilbert who cuts the grass around the War Memorial and to Philip Threadgold and his Wixes Piece team who cleared weeds on the Village Green where machinery could not reach. And to all residents who help maintain the village some of whom do not wish to be named. The vote of thanks was unanimously agreed.
* **Kingstone Winslow notice-board-** A new notice board has been donated to Kingstone Winslow by Jim & Malcom Tombs who are established residents of the Parish. Cllr C Davies propsed a vote of thanks to Jim & Malcom Tombs- unanimously agreed.
* **Misuse of waste bins-** Cllr C Davies explained that there has been a misuse of waste bins in the village. Dog waste is being placed in the bins, Phil DuBois explained dog waste is now classed as non hazardous waste. Cllr C Davies proposed a vote of thanks to Alex and Billy Luke who empty the bus shelter bin- unanimously agreed.
 | LE/PD |
| **41a****41b** | **Rospa Play Park Inspection-** Phil DuBois offered to fix anything mechanical that has been reported on the Rospa inspection report- Clerk L Evans to forward the report, the council will look into any other matters that need attending too.**Introduction of new Councillor*** Cllr A Reynolds was co-opted at the last meeting but unable to attend. Cllr Reynolds was introduced and the meeting advised that she would fill the role of Finanical Officer for Ashbury Parish Council. Declaration and acceptance of Office was signed.
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| **42** | **Update on Planning issues****Applications*** **P19/V1095/HH- Hillfurlands Walnut Tree Hills, Ashbury- Demolition of the single storey section and a two storey extension-** Application approved.
* **P19/V1786/AG – Ashbury Farms Office,Berrycroft Farm House, Ashbury – New Grain Store-** Application approved**, n**o application necessary.
* **P19/V1860/HH – Barkside, The Malthouse, Ashbury – Erection of a side extension to create a residential annex –** The application was measured against the Neighbourhood Plan and a recommendation made that the plan be amended to better meet current NPPF guidelines by incorporating the flexibility needed to provide for future occupancy by less able residents.
* **P19/V1988/FUL- The Old Dairy, Lower Mill, Kingstone Winslow- Request for relaxation of environmental conditions** – accepted with the provison that the enviromental officer can confirm that there will be no adverse impact on the wildlife that inhabits the buildings.
* **P19/V1678/FUl- Hillfurlands Walnut Tree Hills, Ashbury- Erection of new dwelling on plot created by demolition of extension referred to in V1095 above-** The application was measured against the Neighbourhood Plan and found to fail in at least three areas. Recommended that the application be rejected.

**Decisions;*** **P19/V1314/HH- Craven Cottage, High Street, Ashbury- Raise Chimney Stack-** Granted
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| **43** | **Other Planning Matters*** **The construction of a new road, to link the A419 Commonhead Roundabout to the proposed New Eastern Villages (NEV) development including improvements to the existing Commonhead Roundabout and Pack Hill, new junctions with Pack Hill, The Marsh and Wanborough Road, new footway/cycleway and associated earthworks, drainage works and landscaping - Land East Of The A419, Between Commonhead Roundabout And Land North Of Wanborough Road, , Swindon Wilts .**
* Cllr C Davies raised concern with Distrcit Cllr E Ware that the annex that was the subject of application P19/V1158/LDP Sarsen Cottage is being used as an Air B ‘n’B which suggests that the building does not comply with the terms of the original application - District Cllr E Ware to look into this matter.
* Cllr C Davies also raised concerns that no further action has taken place since the Environment Officer visited at Upper Mill Pond – District Cllr E Ware to make contact with Environemnt Officer.
 | EWEW |
| **44** | **Neighbourhood Plan**Cllr C Davies presented report (Attached to minutes in appendix 1)Cllr C Davies made a proposal that the newly formed Neighbourhood Plan Group (NPG) act as a de-facto planning officer to ensure all planning applications are measured against the Plan and appropriate responses are made.- Cllr Prentice proposed acceptance of process- unanimously agreed.* **VWHDC Community Award-** District Councillors Elaine Ware & Simon Howell had nominated the Steering Group for the District Council’s Chair Community Award, and this has been accepted by the Chair. An invitation to the awards lunch on 26th September and four members of the group will be attending. Cllr C Davies explained this was very much a community effort and wished to thank all those who participated.
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| **45** | **Update from Village Green Committee****Contribution of volunteers**E Derrington presented report (attached to minutes in appendix 2)* Warm thanks to the Lambert Family Charity and Nina Prentice for their very generous donations.
* Thanks to Malthouse Close and Wixes Piece residents for putting up with the noise and inconvenience while work is being carried out on the green.
* Meeting with the School Council 16th September to give an update on progress and to ask for the schools help in putting the final touches to the playing field.
* Phase 2 of the project Heritage Tree Trial, with thanks to the Dagnall family for sponsoring the first tree.
* Starting to plan an event for next spring to thank all funders, supporters and to celebrate the opening of the Playing Field.
* Would like to thank Philip Threadgold and David Pain who have been monitoring the work carried out by the contractors.
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| **46** | **Update from Ashbury Parish A Team (Planters Group)**P Smith presented an update ( attached to minutes in appendix 3)P Smith is stepping down as Chair and Lead of the A Team Planters Group, work will continue with Philip Threadgold, David Pain, and Jonathon Loose.Assets have been listed in the ‘Keep it or Bin it’ survey.Cllr C Davies proposed a vote of thanks to Pauline Smith, Liz Derrington, David Pain, Philip Threadgold- unanimously agreed. |  |
| **47** | **Village Green Access Update**An accessway off Malthous Close has been added to the village green specification but the intention is that the cost will be recovered from HM Land Registry as compensation for their failures over intended access - Cllr C Davies to progress |  |
| **48** | **Finances to Note**Attached to Minutes in appendix 4**Budget update-** Cllr C Davies preparing a draft budget for 2020/2021  | CD |
| **49** | **Agenda Diary*** **External Audit-** Resolved- AGAR has been sent to Moore Stephens
* **Remembrance Attendance**- Cllr C Davies to attend, welcomed other Cllrs to join
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| **50** | **Correspondence*** **13/08/19- National Highways and Transport (NHT) Public Satisfaction Survey-**Resolved response was sent, one of the details listed was the Ashbury to Wantage Road.
* **24/08/19- Grasscutting at St Mary’s Old Graveyard-** Ongoing- a further meeting to be arranged with Cllr C Davies and R Simons
* **30/08/19- Consultation Letter regarding Ruffinswick Farm – Level Crossing Closure-**

Network Rail has been in discussions with Oxfordshire County Council regarding the status of this section of land as it has been brought to our attention that a footpath over the level crossing had been shown to exist on historical maps between 1900 and 1960 as shown on our enclosed plan titled Public Rights of Way. However OCC current definitive map of Public Rights of Way does not identify a public right of way or footpath over the level crossing, and the level crossing is only accessible through a locked gate with keys held by private rights’ holders and Network Rail.* **31/08/19- Waste Removel concern**- There has been a report regarding dumped hedge cuttings, all residents are reminded that all waste must be disposed of correctly, and if you have contractors doing work that they dispose of waste correctly.
 | CD |
| **51** | **To take questions and comments from members of the public**Resident raised issues with how BT left the verges at the end of Walnut Tree Hills in a terrible state- Cllr C Davies to report to BT | CD |
| **52** | **Any other Business –** None  |  |

Laura Evans

Clerk to Ashbury Parish Council

Meeting Closed at 9:25pm

Appendix 1

**Report to the Parish Council Meeting**

**to be held on 9th September 2019**

**PLAN PROGRESS:**

Following the positive referendum result reported at the last parish meeting, the Plan was then referred back to VWHDC where, at a full meeting of the District Council:

**The Parish of Ashbury Neighbourhood Plan was made [adopted] on 17th July 2019 and hence now forms an integral part of the district’s own development plan**

**MONITORING & REVIEW:**

While the principal task of the Steering Group [to deliver the Plan] is complete, there is still a need to monitor & review the Plan. Core members of the Steering Group had previously offered to form the initial monitoring & review group to fulfil such a task and held their first meeting on 19th August. The principal decisions taken/proposals made being:

1. The group would be called the Neighbourhood Plan Group [NPG].
2. In the absence of a lead officer within the Parish Council, that NPG act as a de-facto planning officer to ensure that all planning applications are measured against the Plan and appropriate responses are submitted on the Parish Council’s behalf.
3. To further develop the Plan through bi-annual reviews and the introduction of amendments as/when appropriate.

Item 2 has already been piloted in respect of two current planning applications, but the proposed responses were referred back to, edited and submitted by the acting planning officer pending formal adoption of the procedure by the full Council.

**PLAN FUNDING:**

It appears that our consultants do intend waive their final invoice meaning that we anticipate repaying the surplus to the Parish Council before the next scheduled meeting.

**AND FINALLY:**

Our District Councillors Elaine Ware & |Simon Howell had nominated the Steering Group for the District Council’s Chair Community Award, and this has been accepted by the Chair. An invitation to the awards lunch on 26th |September and four members of the group will be attending.

Needless to say we consider this to have been very much a community effort and we would again like to thank all those that participated, culminating in the referendum. Your consistent support over what has been almost 3-years has made a major contribution to the ultimate success of the Plan and the nomination of this award.

**Cliff Davies**

5th September 2019

Appendix 2

**Ashbury Parish Council Village Green Subcommittee**

**Report September 2019**

There has been excellent progress since July:

* The community responded with enthusiasm to our appeal for help with funding for the Playing Field and we have now raised a total of £27100 – enough to pay for the this first phase of the Village Green project. We should like to record warm thanks to the Lambert Family Charity and to Nina Prentice for their very generous donations.
* Work on the Playing Field started on 6 August and has gone very well. It should be complete by 9 September. Many thanks to everyone, especially the residents of Malthouse Close and Wixes Piece for putting up with the noise and inconvenience.
* We have received strong support and encouragement from people we have met on the Green while the work has been in progress.
* For the next few months, while new grass grows on the Green, we'll be asking everyone to stick to the paths and keep off the seeded area. There will be notices at each of the entrances.
* The edges of the Green, which until the contractors cleared them, were covered in nettles and dockweed, are now less steep and should be easier to maintain in future. Our objective is to keep them weed free - at a reasonable cost.
* We're due to meet the School Council on 16 September to describe the progress we've made over the summer and to ask for the School's help in putting the final touches to the Playing Field and maintaining it for the future.
* We are now ready to move on to phase 2 of the project, the Heritage Tree Trail, and are very grateful to the Dagnall family for getting the ball rolling by being the first to sponsor a tree. The official launch of the Trail and the sponsorship scheme will be at a public meeting in the Village Hall on 16 September at 7.30pm. We'll present our plans and invite feedback from the community. We'll also be looking for comments and suggestions on what other facitlities would be useful - picnic tables, litter bins, exercise equipment etc.
* We're also starting to plan an event for next spring to thank all our funders and supporters and to celebrate the opening of the Playing Field and the start of tree-planting.

Liz Derrington

3 September 2019

Appedix 3

Report to: Ashbury Parish Council

From: Ashbury Parish Council A Team

Date: September 2019

Actions required: To note the contents

The APC A Team met on 16th August welcoming a new member Philip Threadgold (PT)

Cliff D joined part of the meeting to be updated and for discussion on the following:

* **Work required to rebuild/replace current Bus shelter**
1. We confirmed the rotting state, especially at the base, of the bus shelter and that changing conditions over the years of the Rose and Crown car park means there are a number of different levels at base sections of the bus shelter
2. Thus, David Pain (DP) has proposed a new foundation base be built with an oak/wooden frame and oak/other timber for the remainder and sought quotations in support of such a specification
* **Changes to maintenance requirements to the Old Churchyard grass cutting contract**
1. Jonathon Loose (JL) has now met with those volunteers that created and now maintain the wildlife/wildflower area in the Longcot Church graveyard area. This could act as a possible model for planting and management in the closed ‘old’ churchyard in Ashbury.
2. JL to now set up a group/consult with others to generate a way forward plan for what could be possible in Ashbury and whether and how this could reduce the grass cutting requirements and current costs for this work from the APC precept
* **Generating a volunteer input for APC assets maintenance**
1. APC residents to be asked their views via a survey to ‘keep it or bin it’ for a number of the APC assets. The survey is to be circulated with the September newsletter and the subject to form part of the discussion at the APC meeting on sept 16th
2. Philip Threadgold (PT) to lead on ideas, actions and what needs to be in place re any volunteering activity.
3. DP and JL to join him and others and use 16th September meeting to lay out the volunteering elements
* **A Team and Highways role**
1. Having considered the request from Cliff for the A team to take on the Highways role for APC, at this point the A Team declined and reasons provided

**Other Actions**

* 1. I will be writing up the history of the assets from the APC notes as recorded since 1894, as agreed previously and will do so as an Autumn/winter activity and submit directly to APC
	2. Once I have completed all actions related to the notes, (currently stored in boxes in my kitchen, I will with CP explore and gain agreement for a long-term storage solution

I will now be stepping down from the Chair and Lead for the A Team and membership of the group, though will continue with the above as stated.

As the APC Planters Group and then A Team (as we took on a much larger agenda) me DP and JL constructed our own agenda to address and raise issues at that time invisible and not formally addressed via a structured planning and maintenance process re the APC assets. Having now completed this groundwork stage of the work and which the APC now recognises, the next stages of addressing the maintenance requirements are clearer.

It is therefore very timely for this work to be continued by PT, DP and JL and others they bring onboard. The group can be guided by new terms of reference in discussion with APC to meet now defined needs and revised further as this work unfolds. Masses still to do!

Pauline Smith

Appendix 4

Finance to Note

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| Came & Co | 04.07.19 | -£356.53 | Insurance |
| Laura Evans | 04.07.19 | -£27.39 | Expenses- ink |
| Village Green | 15.07.19 | £500.00 | Nina Prentice Donation |
| HMRC | 16.07.19 | -£51.00 | L Evans QTR 1 Tax |
| Hall Hire | 16.07.19 | -£48.00 | Hall Hire |
| village Green | 18.07.19 | £5,000.00 | Hoare Trustee donation |
| VOWH | 25.07.19 | -£100.00 | uncontested election fees |
| Rospa | 25.07.19 | -£82.20 | Play Park inspection |
| Village Green | 29.07.19 | £300.00 | Tree Heritage Trial |
| L Evans | 07.08.19 | -£10.45 | Expenses- Paper |
| BGG | 07.08.19 | -£630.00 | Grass Cutting |
| Moore Stephens | 27.08.19 | -£48.00 | Fixed Fee Reminder |
| BGG Invoice 222/19 | 27.08.19 | -£444.00 | Grass Cutting |
| BGG Invoice 436/19 | 05.09.19 | -£216.00 | Grass Cutting |
| Village Green | 02.09.19 | +£75.60 | Donation from Village Fete |