

Meeting of Ashbury Parish Council
Ashbury Village Hall
Monday 12th March 2018 at 7.30pm
Minutes

Present: Cllr K Watkins, R Furgusson, C Davies

CA (Clerk)

District Cllr E Ware

20 Members of the public

ITEM

87 To receive apologies for absence

County Cllr Y Constance

District Cllr S Howell

Cllrs P Dubois, B Spence

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

None

89 To take reports from District and County Councillors

Cllr E Ware reports on LPP2 submitted 23.02.18. Planning- 59 houses approved on the Longcot Rd. Eastern Village highways issued discussed. Council tax bills now issued, fly tipping prosecution, Grant application now open including festival grant. Vale FB page open and Cllr EW asks for a push for use. Cllr EW Report available in Appendix 1.

Cllr RG asks - is there any moderation going on with the homes being developed meeting the needs of the villages and community in which they are being built in new home development. Cllr EW responds that developers are beginning to see that larger builds are not selling in comparison to 2/3 beds.

Cllr KW reports for County Cllr YC on increase in council tax breakdown, Potholes being filled – Member of the public states that Pound Piece potholes have not been investigated – Clerk to report to highways.

Report available in Appendix 2.

CA

90 To approve the minutes of the ordinary meeting held on 08.01.18

Not agreed, clerk to address

CA

91 To address matters arising from the previous meeting

Cllr CD raised that the minutes had been circulated only a week ago. Cllr KW advised that the clerk has been asked to consider an increase to her hours to address this and the increase in other tasks. Clerk to report back in next meeting.

CA

Ramp entry in Pound Piece – letter to be issued.

KW

B4000 Mirror – joint action for Cllr CD and clerk to contact Highways

CD/

Heart Defibrillator – Cllr KW has spoken to the head teacher and she is happy to provide a training session on the defibrillator and first aid. Public ask for notices to be put up on different locations –

CA

Cllr KW to add to newsletter, FB and poster on notice boards. Cllr RF urges community to use defib in an emergency.

KW

Council are obtaining new email addresses.

All/C

Grit Bin request was made by a customer in the shop, Cllr KW to follow up with shop owner and clerk to add to next agenda.

A

KW

Road Closure in Lambourne – No update sent to the clerk

92 To take questions and comments from Councillors

None

93 Update on Planning Issues

None

94 Update on Neighbourhood Plan

Cllr CD reports on finalised Plan and Character Appraisal. Next step is the pre-submission consultation that should commence in late April.

CD

Locality funding coming to an end – Vale funding should now cover the phase of the Plan process. Finalised documents will be issued to every resident and after 6-week feedback stage it will go to

	the examiner for approval. Cllr CD requested that approach on the formal designation of Local Green Spaces be formally recorded. Any preferred options for future CIL benefits should be considered and recorded – e.g. a bus service to Shrivenham. Full report available in Appendix 3.	CD
95	Update on Wixes Piece Open Space Access Cllr CD reports Land Registry should have spotted that there are conflicting rights-of-way governing access to the Open Space quotes in various title deeds, and the developer failed in their duty of care in not avoiding such conflict. The council costs (£600 paid to the solicitor to investigate) will be covered by the solicitor if they prove to be at fault. Public asks about alternative access, however Cllr KW states that social housing own this path in question. Report available on request Council to discuss with all parties for a possible resolution, Clerk to add next agenda	CA
96	To agree and discuss Bench on Open Space Village fete have kindly brought a bench, location for bench (in the East corner next to the path facing West) agreed by council on open space. Bench to be concreted in and secured. No objections were raised by the Wixes Piece residents in attendance. Proposed location shown on plan in Appendix 4.	
97	To discuss Village Fete 30 th June Village Fete, Council agree.	
98	To discuss Shop Lease To push back till shop owner is present, clerk to add to next agenda	CA
99	Wixes Piece Residents Group Letter Response from Council by letter. 10 th Feb email sent to Cllr KW from a member of the public regarding a shop meeting. Email read out. Cllr KW discussed the matter privately with the member of public and issues arising from this are now being brought to the council's attention regarding the councils' responsibility surrounding the shop lease and its running as a community shop. There are known historic breaches of the lease that need to be addressed, and the Wixes Piece Residents Group maintain that there should be no parking outside the shop. The council maintains this cannot be the case on what is intended to be an adopted road, but this and other potential breaches [e.g. the need for planning permission to change the use of the shop to a shop & tearoom] are being addressed. Cllr CD addresses concerns in the letter regarding S106 monies. The S106 monies are budgeted and planned for the next 10 years with further funds to be provisioned for when the 10-year grant is finished. Wixes group feel very neglected and issues have now arisen. Cllr RF expresses the running of the shop is a private business and should not be discussed without the shop owner present. Cllr CD to meet with the Wixes Group to help resolve all issues.	CD
	Use of the Open Space is brought forward by a member of the public, the CIL questionnaire will provide an opportunity for the public to put forward what they would like the open space used for. Cllr RF also states that the PC now has a vacancy and encourages the public to apply for the vacancy. Member of the public states that the open space should remain an open space only. The council explains the use of the open space according to the S106 parameters - events can only be done 5 times a year but the open space can be used for recreational use.	
	Planters Group offer to take on further responsibilities – audit what is in the village, produce a maintenance list for this and then report to Cllr PD who is responsible for play grounds. An Open Space group is suggested. Council to set a plan to liaise with Wixes group on the problems. Member of community has put forward to become a parish councillor. Clerk to correspond.	All CA
100	To discuss Pound Piece Road Surface The road surface has not been resurfaced in many years, highways to be contacted by clerk.	CA
101	To discuss GDPR Regulations and Appointment of GDPR Officer Cllr RF would like to put himself forward for the role as GDPR Officer, Council agree.	RF

- Clerk to update all policies and start an audit on the data the council holds. Clerk to add relevant GDPR documents to be agreed to next agenda. CA
- 102 To agree to costings based on RoSPA recommendations on Park improvements**
Cllr KW to repair swing, Cllr PD to inspect weekly for dog mess, Cllr KW to contact fitters of swing for realignment. KW
PD
- 103 To agree and discuss actions required for the spraying of the external area of the play area and budgeting work based on the Planters Group**
Cllr KW states cuts will start again soon and quotes have been obtained for work around the village. Cllr KW to seek quotes for weedkilling around the village and in the playground path. Planters group to spray grass in April (council already agreed costings), notices and signage required, play area closed, cordoned off area for spraying, 23-24th April (if dry), all criteria for public weed killing will be met. Cllrs KW and PD to work alongside planters group for advertisement of when the spraying will occur. KW
PD
Another working party day in June to be organised – Clerk to add to agenda. CA
- 104 To agree OALC full year membership**
£135.06 for the year. Council agree to costs, clerk to organise payment. CA
- 105 To discuss purchase of The Royal British Legion: WW1 Centenary Commemorations 2018 - 'The Silent Soldier'**
Cllr KW to advertise and send information out to village to see if fund raising can be achieved to buy one for the village. KW
- 106 To agree SSE grant application**
Council to consider – add to next agenda. CA
- 107 To discuss Traveller on the ridgeway**
Cllr KW has contacted Bishopstone for details on response to the traveller and a letter from the land owner is required. Cllr KW has spoken to the farmer whose land he is by and reports no issues. Clerk to contact VWHDC Adrian Duffield regarding steps to take. Member of the public asks why we are moving on the traveller- There have been complaints regarding scrap metal yard and Bishopstone PC are following up reports he is present in our parish. Council to meet him and discuss tidying the area – clerk to add to next agenda to follow up in next meeting. CA
All
CA
Gypsy and traveller planning permission – meeting in Shrivenham tomorrow evening and a member of the public acting as representative of Wilts and Berks Canal trust will be attending. LPP1 Oxfordshire and Vale have met their requirement for gypsy and traveller sites.
- 108 To decide on areas for deep clean by Biffa** KW
Cllr KW to send list of roads to clerk. CA

109 Finances to Note

Name	Date	Total Gross	Detail
Bluestone Planning	08.01.18	£1643.40	ANP invoice
J. Loose	08.01.18	£30.00	ANP Expenses
P. Smith	08.01.18	£41.00	ANP Expenses
C. Prentice	08.01.18	£39.75	ANP Expenses
C. Davies	08.01.18	£22.00	ANP Expenses
Slade Legal Solutions	24.01.18	£600	Solicitor regarding Open Space Access
Bluestone Planning	24.01.18	£475.20	ANP (Nov/Dec invoice)

110 Agenda Diary

- a. Registration of Members' Interests – no changes
- b. Date for Annual Assembly & May Meeting- 14th AGM May.

CA

- c. **Update Planning Register**
 - d. **Insurance – Review**- Clerk to obtain quotes CA
 - e. **Audit Plan Update**
 - f. **End of Year Financial update** – Audit starts in April CA
- 111 **File Storage** – Archives stored in Cllr PD house, clerk to organise meeting with Cllr KW and Cllr PD to sort through all paper work CA
- 112 **Correspondents**
- a. **Tesco Bags of Help Scheme** – Grant applied for notice boards
 - b. **Transparency Grant application** – Grant Successful
 - c. **Ashbury War Memorial** - Awarded Listed Building Status. List Entry Number: 1452788
- 113 **To take questions and comments from members of the public**
Member of public asked whether the PC had been informed of the closure of the B4000 between Ashbury and Lambourn for resurfacing. No correspondence received.
- 114 **Any other Business**
- Neighbourhood plan has blank pages in back – Cllr CD explains it is a draft and just a general presentation of the details now. Cllr CD offers questionnaires for details open to public
 - Vacancy for parish councillor to be advertised on notice boards and website KW
 - PC wish to thank the entire village for helping in the snow, special thanks to Cllr RF for clearing the paths
 - Next meeting AGM 14th May

Claire Arnold
Clerk to Ashbury Parish Council 07/03/18
Meeting Closed: 22:05

DRAFT

Appendix 1. District Councillor Report – E Ware

District Councillors Report to Parish Councils

Watchfield & Shrivenham Ward – March 2018

Planning

Local Plan Part 2 was submitted to the Secretary of State for independent examination inspection on 23 February. The Vale now waits a Planning Inspector to be named and a date to be set for examination.

Appeals There are a number of appeals in the Ward that are being considered by the Planning Inspectorate. Three of these have already been dismissed. The next appeal application is for the Gypsy and Traveller site on Compton Road. The hearing will be held in Shrivenham Memorial Hall on Tuesday 13 March commencing at 1000hrs.

Legal & General Consultation – Shrivenham residents were invited to attend a public exhibition held on Tuesday 20 February from 1500hrs to 1900hrs. The exhibition gave residents the opportunity to discuss the type and design of dwellings with representatives from the company. Initially L & G propose to build 240 homes on the Phase 1 allocated site which is located directly behind the Blue Cedar development to the east of Highworth Road. This Phase also includes land for a new primary school. It is anticipated that a Reserved Matters application will be submitted within the next couple of months. The Phase 2 Reserved Matters application for 265 dwellings is expected to be submitted before the end of this year. Concerns were expressed regarding access to the Phase 1 site during construction and L & G indicated that they may build a temporary access road from the A420. This is to be confirmed with the County Council.

Bovis – Townsend Road – The Vale is still awaiting Bovis to address the many issues that have been raised by the Planning Officer including those of residents.

Gladman – Townsend Road – Phase 2 – As previously mentioned Simon and I wrote to Gladman explaining that the Vale has more than a five year land supply and that the site is not included in either Local Plan Part 1 or in the upcoming Local Plan Part 2 which clearly states that there will be no additional allocated sites in the western vale. Needless to say there has been no acknowledgement of receipt of our letter which was sent by both Email and post.

Longcot Road – The Vale Enforcement Team and OCC Highways are dealing with numerous issues and breaches of planning conditions that have been raised by local residents.

The application for additional dwellings was considered by the Vale Planning Committee on Wednesday 7 March and permission granted. There will now be 63 dwellings rather than the 59 that were approved at appeal.

Swindon Eastern Villages – Elaine recently attended a “drop in” event organised by Swindon Borough Council. The purpose of the event was to highlight the transport proposals for traffic improvements in and around the White Hart Roundabout. The impact of the proposals on the A420 are considerable so much so that Oxfordshire County Council are extremely concerned and meetings between the two authorities are ongoing. Additional events are being held by SBC over the next couple of weeks. However, details of the proposals are available on Swindon’s website

Go Active Get Healthy is a new project to help people with diabetes. The aim of the project is to help and advice to the 28,000 registered sufferers in the County. For more information go to the getoxfordshireactive.org website

Naming of Food Waste Trucks – Following the consultation the most popular name chosen was Munching Molly. The name was suggested by two pupils at John Blandy Primary School in Southmoor. The children will receive £150 book tokens for their school and a swimming pass for their family. The other names proposed for the trucks were: Chompy, Compost Carl, Monster Munching Michael, Foody Fren and Banana-munch Bob.

Growth Deal – As you will be aware Oxfordshire Council Leaders have been working for some months on a deal to provide the necessary infrastructure to support up to 100,000 homes. The Chancellor announced funding of £215m over a five year period for the County in his November 2017 budget. All six Oxfordshire Councils have now approved the deal. The deal would also see the establishment of a Joint Statutory Spatial Plan (JSSP) for the County to improve a joined up approach to planning. The Vale has made it clear that the plan must not allocate housing sites and will put no pressure on the Vale before 2031. Further consultation on this plan will follow in due course.

Council Tax 2018/19 At the Vale Council meeting on 14 February the annual budget was approved. The Vale's element of the Band D Council Tax will be £126.69. This is an increase of £5.00 from last year.

Fly Tipping – The Vale has had another successful prosecution for fly-tipping. The latest was for dumping household waste in a drainage ditch. The offender was fined, and made to pay costs and compensation which amounted to over £3000.

Public Realm Team – Included in the Vale's budget is an allocation of £250,000 pa over the next three years for delivering improvements throughout the district. The project is in its initial stages and more details will be published shortly.

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

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

Festival Grants – 1 April-28 February 2019

The Grants Team are always pleased to offer advice and contact details are on the Vale website. In addition the team are holding advice sessions on 16 April in Botley, 18 April in Uffington and 24 April in Letcombe Regis. For more information call 01235 422103. Booking is essential.

Social Media Communication – The Vale's Facebook page is an excellent way to keep up with the latest news. During the recent bad weather the Facebook page reached over 24,000 people regarding the disruption to the bin collections and some 37,000 people were reached about emergency support for rough sleepers. Please help to spread the news by sharing the Vale's posts with Facebook friends.

Voluntary Group Awards – South and Vale are sponsoring categories for Best Voluntary and Community Group at the Oxfordshire Charity and Volunteer Awards. They are looking for local groups to submit their nominations by midday on Tuesday 10 April. The ceremony will take place on Tuesday 5 June. Details are available on the OCVA website.

Royal Wedding – If any community is proposing to hold a street party to celebrate the Royal Wedding on 19 May you may need to submit a temporary road closure application. This would need to be submitted to the Vale Licensing Team no later than 19 April to ensure approval. For more details see Celebrating the Royal Wedding on the Vale website.

Thames Water Consultation

Parish Councils will have been notified that Thames Water is carrying out a public consultation on their proposals for the coming years. Included is a proposal to build a reservoir at Steventon. This proposal has been ongoing for a number of years. Details of the consultation can be found on the Thames Water website.

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

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

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

Appendix 2. County Councillor Report – Y Constance.

GENERAL OCC REPORT

OCC BUDGET 2018/19

OCC agreed its budget at a Full Council meeting on 13 February following a five-hour meeting of all 63 county councillors. Council Tax will rise by 5.99%, the maximum amount allowed without a referendum. Key points include:

- Finances are sound compared to other councils, with difficult decisions having already been taken
- The Council Tax rise will deliver extra money for adults and children's social care
- Proposal to extend £500,000 contribution for homelessness for an extra year in 2019/20 (subject to consultation)
- 10-year programme to improve transport network and release more money for road maintenance
- £15,000 for each of the 63 county councillors to spend on local priorities in their area

GROWTH DEAL

As detailed in the December and February reports, the Oxfordshire Growth Board* has reached an outline Housing and Growth Agreement (Growth Deal) with Government. This will see an additional £215m of investment over the next five years to build infrastructure, support the delivery of new homes and boost economic productivity across the county. The Growth Deal has now been agreed by the six councils.

*The Oxfordshire Growth Board comprises the six councils: Cherwell District Council, Oxford City Council, Oxfordshire County Council, South Oxfordshire District Council, Vale of White Horse District Council and West Oxfordshire District Council, together with the county's Local Enterprise Partnership (OxLEP).

OCC STEPS UP POTHOLE WORK AS WINTER HITS THE ROADS

Repeated cycles of ice, thaws and snow created the worst possible weather conditions for roads over the last few months leading to a rise in reports on Fix My Street from 3,000 pre-Christmas to 7,000 during January. OCC has drafted in more staff to carry out inspections and contractors Skanska are sending out more teams to carry out repairs. An additional Dragon-Patcher is now in action on the road network travelling round on an 'inspect and fix' basis on the rural network. There is also good news in the form of almost £1m in extra funding from the Department for Transport in recognition of damage done to the roads by bad weather. This money will be spent on road patching later this year as that will give longer lasting benefits and better value for money. Defects that make roads hazardous will be dealt with within 24 hours as usual. Remember, if a defect has paint markings around it then it has already been scheduled for repair and does not need a new report.

OXFORDSHIRE'S LIBRARIES ARE THRIVING – NOT JUST SURVIVING

Libraries Minister Michael Ellis MP attended the official opening of Oxfordshire County Library in February. The newly refitted facility welcomed more than 100 guests including staff, volunteers and community groups who have helped ensure the county's 43 branches have a bright future.

Mr Ellis toured the library and spoke with staff and volunteers about its transformation and wider network of Oxfordshire branches. He said: *"This is a wonderful example of a library that is an integral part of the community. We want to see libraries thrive - not just survive - and this is an example of a library that is clearly thriving. This is a classic example of how to do it and protect our libraries, and they are still greatly valued by many people."*

CARE QUALITY COMMISSION (CQC) REVIEW IN OXFORDSHIRE

The Care Quality Commission (CQC) visited Oxfordshire in November 2017 to carry out one of 20 targeted reviews taking place in England. The CQC report, published on Monday 12 February says: *"People were treated with kindness when they moved between health and social care services. Frontline staff were dedicated and provided person centred care, going the extra mile for people they cared for."* Across all areas of health and social care, an above-average proportion of services achieve a 'good' or 'outstanding' CQC rating in Oxfordshire, compared to the national

average. However, there remain significant challenges to join up services across organisations in Oxfordshire. The final report has provided areas of action for senior managers in the NHS, social care and other bodies to act upon to make the whole health and care system work better. All of the CQC's recommendations for actions have been agreed by the five organisations involved which are:

- Oxfordshire County Council (local authority)
- Oxford Health NHS Foundation Trust (OHFT)
- Oxfordshire Clinical Commissioning Group (OCCG)
- Oxford University Hospitals NHS Foundation Trust (OUHFT)
- South Central Ambulance Service NHS Foundation Trust (SCAS)

CQC inspectors found the problems of recruiting care staff in Oxfordshire were holding back improvement.

Incompatible computer systems also hampered integration of services. The inspectors did find that Oxfordshire had made progress in tackling 'delayed transfers of care'. Health and social care leaders from the five organisations involved in the inspection have already met with the CQC to develop an action plan. The key points of the action plan are:

- Making services more local by using a 'place-based' approach to design and delivery of care
- Improving information available to people who fund their own care so they can get the support they need more quickly
- Investing more in recruitment and retention of care staff so more care packages can be delivered, particularly for older people.

PLASTIC POLLUTION IN OXFORDSHIRE

Residents in Oxfordshire have been amongst the best at recycling (including plastics) and composting for a few years now, and the countywide recycling rate is around 60%, one of the best in the country. However, the ambition is to do better. Plastic is a topical target. The OCC Recycling Team has put together top tips to kick the plastic habit:

- Remember your reusable bags when shopping.
- Invest in a reusable water bottle (stainless steel bottles are more sustainable than plastic)
- For takeaway coffee, use a reusable mug. Collapsible ones that fit easily in a bag are obtainable, or there are ones made from bamboo to avoid more plastic. (Disposable coffee cups are lined with plastic and hard to recycle.)
- Look for products with less packaging, or no packaging, such as fruit or vegetables.
- Buy concentrated products and refill packs instead of fully packaged products, such as fabric conditioner, washing powders and some beauty products.
- Recycle the packaging where possible. While 90% of packaging is recycled in the kitchens, only 50% is being recycled in the bathroom. Shampoo, conditioner, make up, hand wash and cleaning product bottles can all be recycled (pump trigger must be removed).
- Buy larger or economy sizes of goods such as breakfast cereal, tomato ketchup, toilet rolls and soap powder. This saves money and creates less packaging in the long run.

All the councils in Oxfordshire are working together to seek views on reducing waste and increasing recycling.

Respond to the consultation here: www.recycleforoxfordshire.org.uk

Appendix 3. ANPSG

REPORT TO THE PARISH COUNCIL MEETING

to be held on 12th March, 2018

PLAN PROGRESS:

Since the last meeting, our consultants have issued the draft Character Assessment appendix that is the final critical element of our evidence base and, just this week the revised pre-submission draft of the Plan document. The latter is a little 'raw' as it is to a plain format containing no images in order to ensure that it is of a convenient size to be readily Emailed.

There are a few areas that need further attention/revision, but in the majority of cases these too are more concerned with format rather than substance. The two exceptions are: a) the need to determine the Community Infrastructure Levy [CIL] aspirations of the various local authorities which could prove time-consuming, and: b) the response to the Strategic Environmental Assessment [SEA] submission but this will not prevent the immediate submission of the draft plan to our VWHDC liaison officers for informal vetting as they are responsible for the delay.

In consequence the Plan remains in advance of programme with the pre-submission consultation phase due to commence in early May. Thereafter we are again in the hands of the local authority as if their phase suffers the same delays as the SEA response, we may yet overrun our intended timescale.

PLAN FUNDING:

With the VAT process now operating as intended, the current funding should be sufficient to complete the process and leave a [very] modest surplus. To a great extent this will depend on the findings of the Plan examiner when the time comes and the amount of reworking that may be required. In other words, whether we have to involve our consultant rather than dealing with any issues that may arise solely within the steering group.

ONGOING ENGAGEMENT:

The publication of the key draft documents referred to above will enable the steering group to distribute copies of same by Email to those that have contributed to give the community a foretaste of the final document. This will not be a formal consultation, but rather an awareness exercise to ensure that residents remain engaged in the process and can see the progress being made..

Cliff Davies

4th March, 2018

Appendix 4. Proposed Bench Location on Open Space

