

**Meeting of Ashbury Parish Council
At The Village Hall
Monday 26th September 2022 at 6.00pm
Minutes**

Present: Cllr C Prentice (Chair), J Greenham (Vice Chair), N Morgan, J Ruggiero, P Cowx, L Evans (Clerk), P Smith (Chair of NPG), County Cllr Y Constance and one member of the public.

ITEM

- 1 To receive apologies for absence**
District Cllr S Howell, District Cllr E Ware and Cllr A Reynolds
- 2 To receive any declarations of personal and/or prejudicial interest in respect of items on the agenda for this meeting - None**
- 3 To approve the minutes of the Ordinary Meeting on Monday 27th June 2022**
The Minutes of the meeting held on 27th June 2022, were approved and signed as true record.
- 4 To address matters arising from the previous meeting**
 - Road Re-Surfacing – County Cllr Y Constance to continue chasing Officers as no further action on the requested resurfacing works for Berrycroft, Pound Piece, and Idstone.
Action Carried Forward- County Cllr Y Constance to continue chasing Officers regarding the resurfacing works.
- 5 County & District Councillors-** To receive reports from County and District Councillors (5 minute time slot)
The District Councillors Report was circulated to the Councillors prior to the meeting- Report attached to the minutes in appendix 1.
County Cllr Y Constance gave a brief update. Due to the energy crisis, OCC have made a provision for warm care, to help Parishes hold events in Village Halls where members of the public can come for a coffee and to warm up. Funding is available for this.
The 20MPH Scheme has been delayed.
County Cllr Y Constance encouraged APC to consider a scheme for the Village, as there is a £1,000 grant available per village in the County Council's Priority Fund. Any work must have 2 quotes submitted with the application form, and this needs to be completed by October/November for work to be undertaken in January February 2023.
Action: County Cllr Y Constance to send the link to the Priority Funding application to the Clerk.
- 6 Chairs Verbal Update (3 minute time slot)**
Cllr C Prentice noted that some important activities had been completed over the Summer. A new 7-year lease for the shop had been signed. The APC had completed the long-awaited screening of the shop bins, with contributions from the headlease-holder and the sub-tenant. The bus shelter is getting the much-needed makeover costing a fraction of the price of a new shelter, for which the APC had budgeted. All costs would be reimbursed to the volunteers. APC wished to thank the volunteers, D Jilbert, T Craddock, T Holland and N Crook for the tremendous job.
M Simons asked if it was possible to have a Perspex leaflet holder installed inside the bus shelter, so the Parish Newsletter can be placed there, instead of the current clipboard.
Action: Cllr J Ruggiero to consult with the volunteers to see if they are able to place a leaflet holder inside the bus shelter.
- 7 Clerks Verbal Update (3 minute time slot)**
The Clerk attended the new Code of Conduct Training on 17 August held by the Head of Legal and Democratic & Monitoring Officer South Oxfordshire District Council and Vale of White Horse District Council and has encouraged all APC Councillor's to attend the training sessions, which are held via Microsoft Teams.
- 8 Sub Committee Reports-** To receive reports from Sub-committees (6 minute time slot)

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- Ashbury Shop Sub-Committee- Chair of the Sub Committee Cllr J Greenham wished to thank Cllr J Ruggiero and Cllr N Morgan for their help. The new 7-year lease has been signed. No invoice has yet been received from the Solicitor.
Action: Cllr J Greenham to chase the Solicitor for the invoice for the new shop lease that was drafted.
- NPG Report- Report attached to minutes in appendix 2.
P Smith had circulated the report to all the Councillors prior to the meeting.
How NPG respond to planning applications has changed. The planning application details are accessed only by using the link sent in both e-mails, so no pre-set PDF form is provided to be completed.
The Oxfordshire 2050 plan has now closed.
NPG is proposing a parish wide event next April/May to be able to generate a live discussion of climate change and issues related to current housing stock/fuel with accompanying directions for action. This will provide a basis for developing new climate change policies for the NP review. APC fully support this idea and the NPG can expect an offer of some funding.
P Smith explained that solar panels on listed buildings and houses within the ANOB is supported by local Officers and the Conservation Officer.
APC wished to thank P Smith for all the hard work, time and effort on the NPG.
- Website Update- Cllr P Cowx gave an update on the improvements made to the Website. The links had been reinstated from each page on the website which means the website is working better. Thanks to S Treadwell for sorting. M Simon expressed her thanks for the role Duncan was playing in support of the Church and Village Hall web pages.
Fine tuning and archiving are still ongoing, but the Website team welcome any feedback. Cllr C Prentice suggested a paragraph be produced for the 'Councillor's Corner' to get residents feedback also. Should any member of APC wish to have something uploaded to the website, contact Cllr P Cowx via email.
Action: Cllr P Cowx to produce a paragraph for the 'Councillor's Corner' requesting residents to give feedback on the website
- Connectivity Update – Deferred until the next meeting

9 Financial Matters

- Bank Reconciliation- was signed by the Clerk and Chair

The Finance Report produced by Cllr A Reynolds was circulated to all Councillors (Attached to the minutes in appendix 3)

Cllr C Prentice explained that the invoice for the shielding of the bins had been received. The decision made by APC at the meeting held in March 2022 was to contribute a third of the cost. Unfortunately, due to the recent price increases for materials, the original quote of £1,500 had risen to £1,750. Cllr C Prentice proposed that APC pay the extra £250, making the total contribution of £750. The Landlord to pay the original £500 and the Shop Managers to pay the original £500 that was agreed. The proposal was unanimously agreed.

Action: Clerk to consult with Cllr A Reynolds regarding invoicing the Landlord and Shop Managers for their contribution.

10 Planning Matters

Applications;

- P22/V1866/FUL - Ashbury Free Evangelical Church The Malthouse Ashbury -Erection of temporary single storey timber clad cabin

Decisions:

- P22/V1243/HH- Cavalry Cottage Kingstone Winslow- Single storey side extension with pitched roof to match existing- Granted
- P22/V1565/HH- Post Office Cottage Chapel Lane Ashbury - Replacement front windows – Granted

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Other;

- P22/V2085/DIS - Sunningwell House Ashbury- Discharge of condition 5 (Landscaping) on planning application P21/V3488/HH New garage and craft room building

- 11 Public Forum-** To take comments , representation or queries on agenda items (15 minute time slot)
M Simons explained that the excess money raised from the Jubilee Celebrations is still sitting in the Village Hall Account. £170 will be going to each institution within the Parish. The remainder is for sporting events on the Village Green that will held every one or two months, encouraging teams to enter the tournaments. That money had been given to Cllr C Prentice to purchase the equipment. Cllr Prentice reported that he is still awaiting a costed proposal for the planned equipment. The purchase of a flag pole had been raised by residents as it had been noted that during the recent national period of mourning there was no flag flown, due to the Village no longer having a flag pole for such events. The meeting agreed that the County Council's Priority Fund could be used to purchase a flagpole. M Simons offered to obtain 2 quotations, and Cllr J Ruggiero to do a consultation with the residents to decide the best location and type of flags to be flown.
Action: Cllr J Ruggiero to produce a paragraph for 'Councillor's Corner' asking residents where they would like the flag pole and what flags are to flown.

12 Individual Topics (12 minutes allocated)

- Ukraine – Two families are now in the Village and are settling in well.
- Deep Cleanse Services- P Smith to send photos along with the location to the Clerk.
Action: The Clerk to then feed the location information for the Deep Cleanse back to South and Vale.
- Rospa Playpark Inspection – The playpark inspection report was circulated to all APC Councillor's. **Action:** Cllr P Cowx to complete some minor repairs.
- Village Green- Grass cutting – BGG do not liaise directly with J Blake who monitors the grass cutting on the Village Green. J Blake to report issues to Cllr N Morgan who will feedback to BGG. The last few months the grass cutting has been intermittent but this could be due to the extreme weather. The Village Green has only been cut twice since the Jubilee celebrations. **Action:** Cllr N Morgan to continue feeding back any issues to BGG.
- Dog Waste Bins – A suggestion was given to APC regarding purchasing one or two dog bins for the village green as currently dog waste is being put into the bin inside the play area which could be dangerous for children who are using the area. For APC to consider the purchase of a bin, costs need to be obtained.
Action: The Clerk to enquire with the Waste Team at South and Vale as to how, if a new bin was purchased, it might be emptied. Would it be added to their scope of collections or would it come at a cost to APC? Clerk also to chase the request for the Bus Shelter bin to be added to the rounds.

13 Agenda Diary

- Councillors to sign Register of Interests – All Councillor's in attendance completed and signed the new Register of Interest Forms.

14 Correspondence- The meeting noted that no correspondence had been received.

15 Future Agenda Items

- Connectivity
- NPG
- Website
- Shop Sub-Committee
- Play Park Quotation
- Footpath by the pond
- Dog Waste Bins
- Cost Of Living

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Reserved Business

The meeting closed at 7:45pm

The next meeting will be held on Monday 14th November 2022 at 6pm in the Village Hall.

Signed.....Date.....

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Councillors Actions Arising

Cllr C Prentice (Chair)

No Actions

Cllr J Greenham

No Actions

Cllr N Morgan

- **Grass Cutting - Action:** Cllr N Morgan to continue feeding back any issues to BGG.

Cllr J Ruggiero

- **Bus Shelter- Action:** Cllr J Ruggiero to consult with the volunteers to see if they are able to place a leaflet holder inside the bus shelter.
- **Flag Pole - Action:** Cllr J Ruggiero to produce a paragraph for 'Councillors Corner' asking residents where they would like the flag pole and what flags are to flown.

Cllr P Cowx

- **Website- Action:** Cllr P Cowx to produce a paragraph for the 'Councillors Corner' requesting residents to give feedback on the website
- **Ropsa Playpark Inspection - Action:** Cllr P Cowx to complete some minor repairs.

Cllr A Reynolds

No actions

Clerk

- **Deep Cleanse - Action:** The Clerk to then feed the location information for the Deep Cleanse back to South and Vale.
- **Dog Waste- Action:** APC wish for the Clerk to enquire with the Waste Team at South and Vale as to how, if a new bin was purchased, would be emptied. Would it be added to their scope of collections or would it come at a cost to APC. Clerk to chase the request for the Bus Shelter bin to be added to the rounds
- **Bin Shields Invoice-** Action: Clerk to consult with Cllr A Reynolds regarding invoicing the Landlord and Shop Managers for their contribution

Ashbury Shop Sub-Committee

- **Action:** Cllr J Greenham to chase the Solicitor for the invoice for the new shop lease that was drafted

District Councillors

- **Road Re-Surfacing- Action Carried Forward-** County Cllr Y Constance to continue chasing Officers regarding the resurfacing works.
- **County Council's Priority Fund - Action:** County Cllr Y Constance to send the link to the Priority Funding application to the Clerk.

NPG

No actions

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**District Councillors Report to Parish Councils
Watchfield and Shrivenham Ward
September 2022
Vale of White Horse District Council**

Homes for Ukraine For general Ukraine queries please go to www.oxfordshire.gov.uk/ukraine
Telephone helpline 01865 966444 Open 0845am-5pm Monday to Friday closed weekends and bank holidays

Email: ukraineresponse@oxfordshire.gov.uk

For general queries, housing and community support in the Vale go to
www.whitehorsedcc.gov.uk/ukraine

Telephone helpline 01235 422600 Option 1 Open 0830am-5pm Monday to Thursday 0830am – 4.30pm Friday closed weekends and bank holidays

Email: communitysupport@southandvale.gov.uk

Covid – Awaiting confirmation of the autumn vaccination programme. Although domestic restrictions have been removed there are steps that can be taken in order to reduce the risk of catching and spreading Covid. Get vaccinated, let fresh air if meeting indoors or meet outside, wear a face mask in crowded or enclosed areas. For more guidance visit www.gov.uk/coronavirus

Cost of Living – There is a range of information on the Vale website which is aimed to help those residents who are struggling to pay their bills and cope with the increased cost of living. Go to: [www.whitehorsedc.gov.uk/cost of living help](http://www.whitehorsedc.gov.uk/cost_of_living_help)

Planning

The number of planning applications for Ward villages continues to rise. Details for each Parish may be found on the Vale website www.whitehorsedc.gov.uk/planning

There are three Reserved Matters applications in Shrivenham that are still awaiting determination. These relate to Phase 2 of the Cross Trees Park development on Highworth Road. The Vale is awaiting amendments from the developer and once received these will be considered as part of the determination process.

It was encouraging to receive notification that the new primary school planning application had been granted. Unfortunately, the expected delivery date of the new school has been delayed from the scheduled September 2023 to February 2024. This is very disappointing and it is hoped that there will not be any further delays to the operational opening date.

Planning Appeals

- 1) An appeal has been submitted to the Planning Inspectorate for the application of 26 dwellings on Townsend Road in Shrivenham on the grounds of non-determination within the specified timescale. The Appellant has requested that the appeal be held in public at a formal hearing. Date, time and venue to be advised.
- 2) An appeal has been submitted to the Planning Inspectorate for the application of five self-build dwellings on land at the rear of Swiss Cottage Faringdon Road Shrivenham. The grounds for the appeal are based on the reasons for refusal by the Vale. The Appellant has requested that the appeal be held in public at a formal hearing. Date, time and venue to be advised.
- 3) An appeal has been submitted to the Planning Inspectorate for a two storey side extension to Acorn Cottage The Green Longcot. The appeal is the refusal of planning permission by the Vale. The appellant has requested that the appeal be dealt with by written representations.

Council Meeting – The next full Council meeting will be held face to face at The Beacon Wantage on Wednesday 12 October. The agenda will be published on 5 October.

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Climate Emergency Advisory Committee – The Committee last met on Monday 11 July. The minutes of the meeting are available on the Vale website. The next meeting is scheduled for Monday 10 October.

Swindon CCG/Integrated Care Alliance – As previously reported we met with the CCG on 29 June. We met again on 13 September for a brief update. A further meeting is to be arranged in November..

On the Move again – The Vale and South Oxfordshire District Councils will be moving from Milton Park to Abbey House Abingdon at the end of September. This will be a temporary move for around two years until the new offices are built at the Gateway in Didcot. Following the Pandemic the majority of council staff now have hybrid working arrangements. This means that they can work from home or other remote locations or in the office. As a result less office space is required. The doors to Abbey House will open to Vale and South offices from Monday 3 October.

Oxfordshire 2050 – Local authorities in Oxfordshire have been working together on a joint plan for the whole of Oxfordshire up to 2050. Unfortunately the five authorities of Cherwell DC, West Oxon DC, Oxford City, South Oxon DC and Vale of White Horse DC were unable to agree on an approach to a plan for housing needs within the Oxfordshire Plan framework. Housing Needs will now be dealt with by each local authority's Local Plan. Councils will cooperate with each other and other key bodies as Local Plans are prepared.

Diversity and Inclusion Strategy - Have your Say – South and Vale have launched a survey to create a new Diversity and Inclusion Strategy. The Councils want everyone to say what would help most when they interact with them. The survey closes at 1159hrs on Monday 3 October. Access the survey online at www.southandvale.gov.uk/DI

Swindon Borough Council – New Eastern Villages

As reported previously the former Madison Hotel site is to become a Garden Centre with a Drive-Thru coffee shop with alterations to existing accesses. We await the outcome of this application. Significant overspend on the new Southern Connector Road has been identified. This is the road that is due to serve the new Eastern Villages to the south of the A420.

Amazon has submitted an application to Swindon BC to increase the HGV parking area from 36 to 76 bays at Symmetry Park.

Local Traffic Issues – Nothing Changes -The increase in traffic through Shrivenham village via Bourton Wharf/Townsend Road access from the A420 continues. We believe this is due to traffic avoiding the traffic lights and single lane access on the Bypass where the new roundabout is being constructed. We hope that this increase will only be temporary. Additionally Earthline HGV's are continuing to use Shrivenham High Street, the B4000 and other unsuitable country roads to access their Wroughton facility. We have written to the company and hope that they will consider the damage that their vehicles are causing to local roads and to use the main roads that are available to them. Earthline did respond but their vehicles are **still** coming through the villages! As you know Elaine is a member of the Faringdon Area Traffic Advisory Committee and will again raise the ongoing rat running around Shrivenham at the next meeting which is scheduled for Monday 12 September. Please contact Elaine if there are any other transport issues that are causing concern. Due to the passing of the Queen this meeting was cancelled.

Anti-Social Behaviour – In recent times Shrivenham has experienced a number of Anti-Social Behaviour issues. These have been reported to Thames Valley Police and advice given should the issues continue. If you see or hear any anti-social behaviour please report it to Thames Valley Police via the 101 telephone service or online www.thamesvalley.police.uk/reportacrime

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

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

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

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Appendix 2

Report to Ashbury Parish Council (APC) from Ashbury Neighbourhood Plan Group (NPG) for period June 27th – September 14th 2022

Internal Activity

1. No of planning application responses completed x 2 since June meeting

2. Ashbury Website and NP/NPG requirements: Ongoing and in progress: NPG Requests have been made and registered to the APC Website Officer for a number of actions/changes required to the Ashbury website re NP and NPG documents

3. Planning applications and APC/NPG responses: To NOTE a change as from July 2022 to the process for PC/NPG's submitting a response to a planning application to the VWHDC planning application register.

- With South and Vale now working together a change in process was inevitable to secure a consistent practice of response submissions for both Districts
- The previous VWDC process included the completion of a pdf form and then submitting this via email to the Planning dept and Case Manager for the application – from there the submission was



VOWH pro forma
planning response.do

uploaded onto the planning application register (see attached old form)

NEW process as follows:

1. 2 notifications sent to Laura who forwards them to me/NPG Chair:
 - From alerts@whitehorsedc.gov.uk
 - From registration@southandvale.gov.uk
2. The planning application details are accessed only by using the link sent in both e-mails, so **NO** pre-set PDF form is provided to complete
3. NPG Lead for the planning application will forward to NPG members the notification from the **Registration email only** so that members can view the application and assess against our NP and policies/other data
4. There are 2 ways to submit a response from NPG/APC:
 1. To complete the online form (linked to the registration email notification) which has Laura's details automatically completed as the sender from APC (*this method means NPG is not able to copy anyone into the response*)
 2. To drop in a response to this online form with a response word document --- We will use this so that the response document can be circulated to all NPG members.
5. The submitted response is now sent direct to the Registration team (*I checked this with the team in August*)

Oxfordshire and VWHDC

1. **Closure/ending of Oxford 2050 Plan:** On August 3rd 2022, a joint statement was released by the 4 Oxfordshire District Councils and City Council announcing the Oxfordshire 2050 plan work will end. The statement continued – 'we were unable to reach agreement on the approach to planning for future housing needs within this framework of the Oxfordshire Plan. Issues of housing needs will now be taken addressed through individual Local Plans for CC and DC's'
2. **Joint local plan 2041 South and Vale:** as reported at the June APC meeting, the NPG submitted a substantial response to the draft Plan documents circulated for comment

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From the Joint plan website:

- A summary of the main issues raised in the consultation is to be compiled by South and Vale – no date is provided for when this will be available
- In early 2023 South and Vale expect to publish a joint local plan ‘preferred options’ for house build numbers and locations and the opportunity to give views on the preferred options

(the new joint local plan is timed to be adopted during 2024, there are no details for any changes to this at the moment)

Ongoing NPG action

1. NPG members will be staying alert to what happens nationally and at District levels in the Joint local plan re any element of the Levelling up and Regeneration Bill/agenda/NPPF (changes expected) particularly that related to Agricultural Land use (as South and Vale plan to/have already mapped/score/rate value of agricultural land for food production in both districts)
2. The Climate change agenda is now ‘top priority’ nationally and at districts levels in relation to house build/fuel provision and more. As a heads up: NPG is proposing a parish wide event next April/May to be able to generate a live agenda of climate change and issues related to current housing stock/fuel with accompanying directions for action. This will provide the launch for that element of any climate change policies for the NP review – expected to commence late 2023 to take account of any adopted joint local plan
 - We will provide more detail and a requests for costs for the November 2022 APC meeting

Pauline Smith

Pauline Smith as Chair Ashbury Neighbourhood Plan Group September 2022

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Appendix 3

ASHBURY PARISH COUNCIL

FINANCE REPORT TO 31 AUGUST 2022

1. The Parish precept for 2022/2023 is £14,536.
2. The first tranche of the precept (£7,268) was received during April.
3. To 31 August 2022, precept-related expenditure was expected to be £5,887.
4. To 31 August 2022, precept-related expenditure was actually £3,021. The underspend was mainly due to no costs having been incurred to date in relation to the work undertaken on the website, and the new laptop not having been bought yet. The shop lease has been renewed but no invoice has yet been received in respect of the legal costs. The details can be found in the attached report.
5. At 31 August 2022, total reserves stood at £50,164 (compared to £46,840 at 31 March 2022) of which £33,877 related to earmarked reserves. Again, the details can be found in the attached report.