

**Meeting of Ashbury Parish Council
At The Village Hall
Monday 14th March 2022 at 6.00pm
Minutes**

Present: Cllr C Prentice (Chair), P Cowx, A Reynold, N Morgan, J Ruggiero, L Evans (Clerk), P Smith (Chair of NPG) and 20 members of the public.

Ukraine Refugees Briefing – Cllr C Prentice held a discussion on how best to encourage Ashbury residents to take part in hosting/sponsoring of refugees from the Ukraine. The Government are issuing further guidance on the scheme including the commitment needed. This will circulate via email and Facebook.

The meeting agreed to seek volunteers and if residents are interested in any of the three volunteer roles below, to contact the Clerk via email on clerk@ashbury.org.uk

1) volunteers who wish to join the APC Ukraine Sub Committee

2) volunteers who show an interest in hosting a refugee

3) volunteers who show an interest in helping the refugees in some practical way, but do not have the capacity to host a refugee, eg integration into local society; education, health, statutory benefits, etc.

Action- Clerk to draft an article with the information announced by the Government and circulate, Clerk to collate any interested volunteers.

ITEM

1 To receive apologies for absence

County Cllr Y Constance, District Cllr S Howell and Cllr J Greenham

2 To receive any declarations of personal and/or prejudicial interest in respect of items on the agenda for this meeting – Cllr C Prentice declared an interest in item 11 of the agenda- Planning matters.

3 To approve the minutes of the Ordinary Meeting on Monday 17th January 2022

The Minutes of the meeting held on 17th January 2022, were approved and signed as a true record.

4 To address matters arising from the previous meeting

- **Broadband-** The APC working group has been formed and information is being sent out regularly. As of yet Idstone is not connected to Airband and a resident raised concerns that Airband is claiming Kingstone Winslow is connected, but this only means the poles have been erected and the resident is awaiting full connection. P Smith explained that Airband, as a company, has grown in demand rapidly, resulting in the customer service not being as good as Airband would like and they are working hard on rectifying this.
- **ICO-** No further correspondence has been received from the ICO.
- **Jubilee Celebrations-** The committee has met and progress is being made. Cllr C Prentice will be looking for volunteers to help organise the planned Children's games.
- **20MPH-** Cllr J Ruggiero has prepared a statement to gauge the support for the scheme from residents **Action- Clerk- Circulate statement via Facebook and Round Robin emails.**
- **Website-** Cllr P Cowx circulated an update report on the Website working group. Progress is being made, two meetings have been held, and numerous internal conversations. The working group are struggling to adapt the home page but this is being investigated. The Chair of the Village Hall Committee requested all the items be removed for the Village Hall page as this is out of date and to concentrate on the contact details of the hall. The Church and the Village Hall to resend a list of items from these sections to be removed to Cllr P Cowx. Cllr C Prentice requested that the Village Hall section of the website be a priority and thanked the group for the progress made so far. **Action- Cllr P Cowx and the working group- To concentrate on the Village Hall section of the website and get this to an accessible level.**

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- 5 **County & District Councillors-** To receive reports from County and District Councillors (5 minute time slot) Reports will be circulated when received from the County and District Councillors towards the end of the month.
- District Cllr E Ware reported that there are currently two controversial planning applications in Townsend Road, Shrivenham. One application composing of 100 dwellings and another for 26 dwellings. The applications have been updated, so not expecting a decision until mid- April. An email was received from the Vale regarding a Care Home also being built in Townsend Road and that there is an exhibition being held in Shrivenham Memorial Hall on Friday 18th March 2022. District Cllr E Ware is now the Vice Chair for Faringdon Area Traffic Committee. Should APC have any issues regarding traffic this can be forwarded to District Cllr E Ware.
- 12 electric charging ports are being installed at Southampton Road Car Park in Faringdon. This will help those residents who do not have access to off road parking.
- Car Parking Charges across the Vale are increasing, and the free two-hour parking will be reduced to one hour as from the 4th April 2022.
- The Vale have released their precept figures. Band D will increase by 4.71% this will be £2092.11p a year for Band D properties in Ashbury.
- 6 **Chairs Verbal Update (3 minute time slot)**
- Cllr C Prentice noted that APC have been very busy and achieving a lot across many fronts. Added to this now was the new challenge to plan help for Ukrainian refugees.
- Cllr C Prentice asked if any of the Councillors wished to be on the Ukrainian Sub-Committee. Cllr P Cowx and Cllr C Prentice volunteered to be on the sub-committee.
- 7 **Clerks Verbal Update (3 minute time slot)**
- Nothing to report.
- 8 **Councillors Forum-** To receive reports from responsible officers (12 minute time slot)
- No reports received – Cllr C Prentice requested that the Councillors Forum be removed from the agenda. **Action- Clerk- Remove Councillors Forum from the next agenda.**
- 9 **Sub Committee Reports-** To receive reports from Sub-committees (6 minute time slot)
- Ashbury Shop Sub-Committee – In Cllr J Greenham absence, Cllr C Prentice presented the report and quotation that had been circulated prior to the meeting. The Sub-Committee had met and minutes of the meeting had been circulated. Approval was being sought to appoint the legal team selected. The cost would be £1,500 to the maximum of £1750. Cllr C Prentice proposed appointing the selected legal firm. Cllr A Reynolds seconded the proposal with the condition that APC should be given prior notice should the fees look likely to exceed the £1,750. This was unanimously agreed. **Action- Cllr Greenham to inform the legal firm of the approval to proceed.**
- Cllr C Prentice gave an update on the quotation that had been sought for signage to prevent parking near the junction outside the shop. There was no interest from residents local to the shop as they see the signage as clutter and the shop managers did not see it as adding much to the signs they were already displaying in the shop itself, including a new sign on the door. This proposal would therefore be dropped.
- Screening of the Shop bins – The APC had committed to pursue this when the change of use application was submitted. A screen had been built but Biffa had objected to it, saying they would not collect the bins as it was too difficult to access. A range of different proposals had been explored. One had now been found which all parties involved are happy with. It involved the relocation of the flat entrance gate, allowing the bins to be moved to the corner and screened. The quotation for these works is £1,500. The Landlord is happy to contribute a third of the cost. Cllr C Prentice proposed that APC contribute a third of the cost also, and he would speak to the Shop Managers to see if they are also willing to contribute a third. Cllr Prentice would then ensure that all planning requirements were met. The meeting unanimously agreed to the proposal. **Action- Cllr C Prentice to**

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make contact with the Shop Managers to discuss their contribution towards the fencing of the area; and to ensure any planning requirements are met.

- NPG Report – Report attached to the Minutes in appendix 1.
P Smith- Chair of the NPG presented an update on the Britchcombe Farm. In 2021 Plot 1 of the farm was sold to Lovat Parks Ltd. This plot was previously used for caravans, tents and teepees. No planning application had been submitted by Lovat Parks. Uffington Parish Council had set up a working group to monitor plans, as and when Lovat Park submitted them. The Chief Executive for Lovat Parks would be attending Uffington Parish Council meeting, to take questions, when a date is set. Uffington Parish Council had thanked APC for their support.
- Telecomms and 5G Networks Sub-Committee – Covered under item 4.

10 Financial Matters

Cllr A Reynolds had prepared the Finance report and circulated it to all Councillors (attached to the Minutes in appendix 2)

- Bank Reconciliation – was signed by the Clerk and Chair
- CIL Monies – Community Infrastructure Levy (CIL) will be due to APC in the new financial year. This is to be spent within 5 years and all receipts/invoices that the CIL monies are used for must be kept. It was agreed via email after the meeting that it is best for the CIL Monies to be held by the Parish Council rather than The Vale.
- Contribution towards Village Hall Window repairs- Cllr C Prentice proposed a £250 contribution towards the Village Hall Window Repairs from the CIL Monies due. Cllr A Reynolds seconded the proposal which was unanimously agreed.
- OALC Subscription for 2022-2023 – Cllr A Reynolds proposed proceeding with the OALC Subscription for 2022-2023. Cllr C Prentice seconded the proposal and was unanimously agreed. **Action- Clerk to pay OALC Subscription invoice.**
- Approval of funds for a Jubilee Oak on the Village Green, from the Maintenance fund for the Green, and associated plaque - The meeting agreed to commit £65 for the Jubilee Oak Tree.
- Cllr C Prentice proposed that, as there will be an underspend of £1,800 by year end, that a contingency fund of £1000 be allocated for the Ukraine Emergency, and £800 for any overspend for the legal fees for the Shop Sub-Committee. The meeting agreed to the proposal. **Action- Cllr A Reynolds to amend the Financial sheet to show the contingency funds for the Ukraine Emergency and any potential overspend on legal fees.**
- Bus Shelter- Cllr J Ruggiero explained that two residents were willing to help rebuild the bus shelter. Cllr C Prentice suggested that a proposal and plan for the bus shelter be prepared and then the Council can make a decision. **Action- Cllr J Ruggiero to contact the residents to obtain the proposal and plans for the bus shelter rebuild.**

11 Planning Matters

Applications;

- P22/V0176/HH-: Ashbury Manor Berrycroft Ashbury -The application is for: Proposed sustainable energy installations.
- P22/V0220/HH – Four Winds, Church Lane, Ashbury- Variation to condition 2 (approved plans) and 5 (slab general arrangement) of P2-/V3046/HH- minor amendment to door and window positions and revised garage position.

Decisions:

- P21/V3357/LB - Craven Cottage 6 High Street Ashbury, SN6 8NA - Provision of first floor WC – Granted.

Other;

- Britchcombe Farm- Lovat Parks Ltd- Covered under item 9 NPG Report.

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12 **Public Forum-** To take comments , representation or queries on agenda items (15 minute time slot)

A resident asked if the Parish Council has considered moving the 30MPH sign beyond the allotments towards Wantage to make that part of the road safer for users. Cllr C Prentice confirmed that this had been explored before, with speed surveys etc but unfortunately The Vale had reported that the criteria for placing speed limit signs were set at National level and there was no scope to move the sign. Cllr J Ruggiero agreed to include this in Ashbury's "20 is Plenty" scheme. **Action – Cllr J Ruggiero to include the reduction of the speed limit past the allotments towards Wantage in the "20 is Plenty" Scheme.**

13 **Individual Topics (12 minutes allocated)**

- Canal Brief Meeting 23rd March – Resident K Donald will be attending the Canal Brief Meeting on behalf of APC and the residents of Ashbury and will report back at the next meeting.
- Platinum Jubilee Celebrations 5th June – Cllr C Prentice will be advertising for help towards running the Children's games. The Committee is hoping to achieve full funding for the event by raising money in advance of the celebration. The Jubilee celebrations will be heavily subsidized.

14 **Agenda Diary**

- Review of asset register and condition of assets – The Asset Register was reviewed, the War Memorial and the trees on Church Lane were missing from the Register. **Action - Cllr A Reynolds to contact and organize a visit from the Tree Conservation Officer to assess the lime trees on Church Lane. Action - Cllr A Reynolds to contact P Smith who originally helped identify the assets within the Parish to ensure all assets are registered.**
- Re-approve Standing Orders – The meeting approved the Standing Orders.
- Re-approve the Financial Regulations – The meeting approved the Financial Regulations.
- Re-approve the bank mandate – The meeting approved the Bank Mandate

15 **Correspondence**

The meeting noted that no correspondence had been received.

16 **Future Agenda Items**

- Ukraine
- Jubilee Party
- Report from the Canal Meeting

Cllr J Ruggiero raised the issue of graffiti in the play park. This graffiti was also found in the Ambassadors Bible Church. **Action- Cllr J Ruggiero and Cllr N Morgan to source paint/graffiti mover and attempt to remove the graffiti from the park.**

Millers Lane – The verge has been rather crudely cut back- item deferred until spring as the verge may look better once it has regrown.

17 **Reserved Business**

The meeting closed at 19:59pm

The next meeting will be held on Monday 16th May 2022 in the Village Hall

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

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Councillors Actions Arising

Cllr C Prentice (Chair)

- Ashbury Shop- Bin screening- Action- Cllr C Prentice to make contact with the Shop Managers to discuss their contribution towards the fencing of the area; and to ensure any planning requirements are met.

Cllr J Greenham

No Actions

Cllr N Morgan

- Play Park Graffiti - . Action- Cllr J Ruggiero and Cllr N Morgan to source paint/graffiti mover and remove the graffiti from the park

Cllr J Ruggiero

- Bus Shelter- Action- Cllr J Ruggiero to contact the residents to obtain the proposal and plans for the bus shelter rebuild.
- 20 MPH - Action – Cllr J Ruggiero to include the reduction of the speed limit past the allotments towards Wantage in the 20 is Plenty Scheme.
- Play Park Graffiti - . Action- Cllr J Ruggiero and Cllr N Morgan to source paint/graffiti mover and attempt to remove the graffiti from the park

Cllr P Cowx

- Website - Action- Cllr P Cowx and the working group to concentrate on the Village Hall section of the website and get this to an accessible level.

Cllr A Reynolds

- Asset Register- Action - Cllr A Reynolds to contact P Smith who originally helped identify the assets within the Parish to ensure all assets are registered.
- Asset Register - Action - Cllr A Reynolds to contact and organize a visit from the Tree Conservation Officer to assess the lime trees on Church Lane
- Contingency Funds- Action- Cllr A Reynolds to amend the Financial sheet to show the contingency funds for the Ukraine Emergency and any potential overspend on legal fees

Clerk

- Ukrainian Volunteers - Action- Clerk to draft an article with the information announced by the Government and circulate, Clerk to collate any interested volunteers
- 20MPH - Action- Clerk- To circulate statement drafted by Cllr J Ruggiero to gauge interest/support for the scheme via Facebook and Round Robin emails
- Councillors Forum - Action- Clerk- Remove Councillors Forum from the next agenda.
- OALC Subscription 2022-23 - Action- Clerk to pay OALC Subscription invoice

Ashbury Shop Sub-Committee

- Ashbury Shop - Action- Cllr Greenham to inform the legal firm of the approval to proceed

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Appendix 1

Ashbury Parish Neighbourhood Plan Group

Report to Ashbury Parish Council (APC) from Ashbury Neighbourhood Plan Group (NPG) for period January 17th 2022 – March 14th 2022

Activity

A very active and busy 2 months

1. **No of planning application responses completed** – 4
2. **Writing Brief, set up and monitoring of Ashbury Parish connectivity piece of work with Graham Turner** (implementation of the OCC digital infrastructure Strategy as it applies to Ashbury parish)



briefconnectivityAPCjan2022v2.docx

- Update information has been circulated by Graham T in the newsletter, via email and fb post, presentation and discussion at the February Ashbury Community group meeting and the setting up of the one drive with extensive supporting information for any Ashbury resident to access
- In response to the information provided a number of residents are now in touch with GT and ongoing activity and actions continue
 - There are 2 possible options for Idstone – Airband will installed if sufficient resident commitment – being coordinated in Idstone by Mark Watkins
 - KW barns and Dairy + other = Group of residents and Developer working directly with Airband for options, agreements
- I have provided feedback to Craig Bower in Lead OCC Digital Infrastructure role about the local difficulties being experienced by residents in aspects of the implementation phase of the contracted work with Airband. *(not the responsibility of the APC to sort and OCC have requested feedback for strategy scrutiny and monitoring purposes)*

This is a very constructive and useful subgroup piece of work led by Graham T that is, via the monitoring process, continuing at present

3. **Manual for orientation to the activity of NPG:**

So far Draft in circulation:

- NPG members and new members Development needs process/ plan *(this can be generated as a self-assessment and plan development process or in discussion with the Chair)*
- Terms of reference for NPG

4. **Britchcombe Farm build plans by Lovat Parks**

- I collated APC/NPG statements into questions form (as requested by UffingtonPC) and sent these + our support to any next steps to Chair and Vice Chair (I forwarded to you all previously response from the Chair)
- Uffington PC meeting on 14th March when questions raised during February process will be shared and discussed with the Chief Exec Lovat Parks. A planning application expected after this time. Uffington PC will let us know how they plan to respond and what our input might be

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- 5. Briefing to APC re National and South/Vale Planning Enforcement policy in practice** as related to a situation in the Parish, now closed

NPG and Vale activity

1. Meeting: PS, CP, EW with Emily Hamerton Vale and South Development Manager Planning to feedback and discuss changes in practice to support best use of ANP/NP's in and for the planning application process

The first meeting was held on 8th Feb 2022. 2nd meeting will take place March 16th 202

2. NPG response sent to proposed revised VWHDC and SODC 'Design guidance' content and method

ONPA

1. Next meeting planned for 9th April
 - NPG response sent to LGA re a piece of work for South/Vale where use of NP as part of this review has been excluded

Pauline Smith as Chair Ashbury Neighbourhood Plan Group March 2022

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Appendix 2

ASHBURY PARISH COUNCIL

FINANCE REPORT TO 28 FEBRUARY 2022

1. The Parish precept for 2021/2022 is £9,984.
2. Both tranches of the precept have now been received.
3. To 28 February 2022, precept-related expenditure was expected to be £9,332.
4. To 28 February 2022, precept-related expenditure was actually £7,541. The underspend was mainly due to the community bus service not having started (owing to Covid) and fewer 'cuts' of the grass at the old churchyard. This was partially offset by a large increase in the annual insurance premium. The details can be found in the attached report.
5. Transfers from general reserves have been made to the Parish Maintenance and Village Green Future Maintenance reserves - £758 and £1,768 respectively.
6. At 28 February 2022, total reserves stood at £47,547 (compared to £48,216 at 31 March 2021) of which £32,584 related to earmarked reserves. The main area of spend was on the bases and picnic tables, from the Village Green reserve. Again, the details can be found in the attached report