

BLEWBURY PARISH COUNCIL

Minutes

Of the Meeting of the Parish Council

held in the Vale Room on Wednesday 11th January 2017 at 7.30 p.m.

Councillors present: Mr C Lakeland (Chair), Mrs J Gibson, Mr M Shayler (MS), Mrs L Inglis (LI), Mr D Lomas (DL), Mrs C Cameron (CC), Mr M Blythe (MB), Mr M Penington (MP). **Also present:** Mrs Elaine de Ridder (clerk), David Hollick (Lengthman), District Councillor Waite, District Councillor Shelley, 1 member of the public.

Matters resolved:

1. The budget and the precept for 2017-18. It was agreed to set the precept at £56,100.
2. All payments were approved.

Actions arising from the meeting	Target date
1. MS & lengthman to investigate trees on FP24. Clerk to contact Mr Sibley with an update.	By next meeting
2. MP to ask BVCIC for financial statements for the Annual Meeting	By next meeting
3. CL to meet with the Tennis Club.	By next meeting
4. Clerk to submit the precept request	As soon as possible
5. Clerk to obtain forms for online banking	By next meeting
6. Clerk to submit the claim for TFF car park	As soon as possible
7. Clerk to contact Jason Woodage for a quote for work at the Playspace	By next meeting
8. Clerk to invite quotes for internal audit services.	By next meeting
9. Clerk & JG to contact Bellway re Bridus Way BOAT	As soon as possible
10. Clerk to report drainage and potholes on Church End	As soon as possible
11. Clerk to respond to 1 Downside correspondence	As soon as possible
12. CL to explore SCI consultation	By next meeting

1. **To receive apologies for absence.** Apologies from Ms M Jacobs (MJ), County Councillor Lilly.
2. **To record declarations of interest.** MS declared an interest in payments. MP declared an interest in the planning item.
3. **To approve the minutes of the Parish Council meeting held on 14th December 2016 and finance committee meeting of 4th January 2017.** The minutes were accepted and signed as a true record.
4. **To receive the County Councillor's report.** The County Councillor's report was circulated prior to the meeting. See Annex A.
5. **To receive the District Councillor's report.** District Councillor's report was circulated prior to the meeting. See Annex B. Both District Councillors were present and were asked about the proposed Statement of Community Involvement. It would seem that Parish Councils would no longer be automatically consulted on planning applications. The District Councillors would investigate if that would be the case.
6. **To receive the Lengthman's report.** The lengthman's report was circulated prior to the meeting. See Annex C. The lengthman will be on holiday and CL, MS & DL will be doing safety checks and litter bins.
7. **Open Forum.**
Concerns were expressed about the state of the trees and shrubs on Footpath 24 (between Dibleys and Eastfields). The PC responded that the Vale might be responsible but that it would be investigated.
Action: MS & lengthman to investigate trees on FP24. Clerk to contact Mr Sibley with an update.
8. **Matters arising**
 - 8.1. To report back on actions arising at previous meeting. All actions were taken. The lack of response to the Parish Council's request for evidence of flooding was mentioned. A follow up note would be put in the Bulletin. The CIC has notified the PC that work to the heating will not be carried out in the near future as more bookings are anticipated during the Village Hall

refurbishment and the Melland Room cannot be without heating in that time. Hedging plants will be investigated for the cemetery.

9. **Village hall redevelopment**

9.1. To receive an update on the progress of the working party and fundraising. Pre-commencement meeting will be on the 17th of January. It has been agreed that since Knowles & Sons have already been appointed, the contract can be signed when ready.

10. **Recreation Ground**

Work to the heating will not start before April. **Action: MP to ask for financial prediction for the Annual Meeting.** CL reported that the Tennis Club would like to meet. **Action: CL to meet with the Tennis Club.**

11. **Planning & Housing**

11.1. To receive the planning committee report. See Annex D for the planning report.

11.2. To approve responses to current applications

P16/V3164/HH, Beorg Lodge, Bessels Way

Single storey timber outbuilding for use as a garden room.

No objection.

P16/V2290/FUL Blewbury Methodist Church, Chapel Lane

Full planning application for the change of use from place of worship (class D1) to one bedroom residential dwelling (class C3), including demolition and rebuilding of rear extension. The provision of a single parking space and associated works. (As amended by plans and documentation received on 16 December 2016)

MP and CL declared interests in this item.

Blewbury PC has no objection.

Too late to be included on agenda:

P17/V0002/FUL Pennie Lane Stud Berry Lane

Submission of Full Planning Application for the demolition of the existing and erection of a replacement dwelling at Pennie Lane Stud, Blewbury, Oxfordshire

Blewbury PC has no objection.

It was mentioned that the Hillview appeal was allowed but no mention was made of the BNDP. The PC has been informed that as the plan was not yet formally made, it would not have been taken into consideration.

12. **Finance & Administration**

12.1. To receive a report from the finance committee meeting. To consider and approve the budget and the precept for 2017-18. The finance committee recommended a small increase in the precept as there would be no government funding in 2018 and there is a possibility that increases to the precept might be capped. There have been pressures on the Parish finances owing to the work on TFF playground and general maintenance coupled with a reduction in the amount received from the Council Tax Reduction Scheme for 2017-18. The Parish Council agreed to increase the parish precept by just 2% to £56,100. **Action: Clerk to submit the precept request.**

12.2. To appoint councillors to committees. DL will go along to the Sustainable Blewbury meeting before agreeing to be the BPC representative.

12.3. To agree to arrange for “view only” online banking with Barclays Bank for the clerk. To remove signatories who are no longer councillors from all bank accounts. To consider adding another signatory to all bank accounts. It was agreed to apply for online banking. No additional signatories will be added this time but signatories who are no longer councillors will be removed. **Action: Clerk to obtain forms for online banking**

12.4. To approve payments to be made under ancillary powers and within budgeted amounts

Description	Amount
E de Ridder (salary and expenses)	£983.32
D Hollick (salary and expenses)	£627.85
NEST (pension contribution)	£61.21
BT Payment Services Ltd	£25.44
Biffa Waste Services Ltd	£71.04
Post Office Ltd (PAYE & NI)	£586.66
Blewbury Hall Executive Management Committee	£300.00
Shayler Concrete Pumping Ltd	£240.00
<i>Payments relating to the Village Hall refurbishment</i>	
West Waddy ADP	Amount to be confirmed
PSB Consulting Engineers (Oxford) Ltd	£591.00
PROVISIONAL TOTAL	£4,686.52

MS declared an interest in one of the payments. The payment amount to Shayler Concrete Pumping Ltd was only £240 and not £1440. No payment was made to West Waddy. Total £3,486.52. All payments were approved. **Action: Clerk to submit a claim for the car park grant.**

13. **Risk Management**

13.1. 05/01/17 To receive an update on annual inspection of play areas and repairs needed prior to the inspection. The clerk has contacted the inspector. It was reported that the last of the funds held by Toby Hill for the Playspace was paid over to the PC. **Action: Clerk to contact Jason Woodage for a quote for work at the Playspace.**

13.2. 05/01/17 To seek quotes for internal audit services. **Action: Clerk to invite quotes for internal audit services.**

14. **To receive an update on any issues relating to Footways, Footpaths, rights of way and open spaces.** The clerk was asked for more DMMO forms. JG reported that some footpaths signs are missing.

15. **To receive an update on any issues relating to roads, road safety and public transport.** The Bridus Way BOAT has reopened but it was in a bad state. **Action: Clerk to contact Bellway to ask if they will improve the surface of Bridus Way.** The clerk mentioned issues at Church End has been brought to her attention. **Action: Clerk to report potholes and poor drainage at Church End.** It was reported that £300 has been included in the budget for the bus subsidy for the next financial year

16. **Village Hall Management Committee.** *To receive an update from the VHMC.* It was reported that an insurance claim has been made after a member of the Bridge Club fell at the car park.

17. **Correspondence**

17.1. **Items requesting a reply & consultations**

17.1.1. OALC circular: No capping for next year but restraint required by minister

17.1.2. Didcot Garden Town Stakeholder Meeting: Thursday 19th January 2017 at Cornerstone. CL to attend.

17.1.3. Correspondence re insurance claim. Noted

17.1.4. Not on the agenda: Correspondence re 1 Downside appeal. The Parish Council felt that there was a process underway and it would not be appropriate for us to interfere. **Action: Clerk to respond to 1 Downside correspondence.**

17.1.5. SODC Statement of Community Involvement consultation. **Action: CL to explore SCI consultation.**

17.2. **Items for information that have been circulated**

17.2.1. OALC update. Noted.

18. **Any other business.** *Exceptionally to deal with business received too late for inclusion in agenda.* Nothing discussed

19. **To set the date of the next meeting.** The next meeting of the Parish Council is on 8th February 2017.

Meeting closed 21h05

Annex A
REPORT TO PARISH COUNCILS FOR JANUARY 2017

FROM CLLR STEWART LILLY

IMPORTANT PLANS TO TRANSFORM ADOPTION SERVICES ACROSS THAMES VALLEY

OCC is joining forces with neighbouring councils to create a Regional Adoption Agency (RAA) for the Thames Valley. The agency will improve outcomes for both children and adopters – including the ability to match children with families more quickly and improve support services for adopters. The Government has advised that a grant of £300k will be made available to help set up the new service. *OCC will be the host authority within a partnership known as ‘Adopt Thames Valley’, alongside six other councils (Bracknell Forest, West Berkshire, Windsor and Maidenhead, Wokingham, Swindon and Reading) and two Voluntary Adoption Agencies (PACT and Barnardo’s).* All partners have begun work to develop the new shared service across the geographical area covered by the councils.

LAUNCH OF NEW ONLINE FLOODING ‘TOOLKIT’

A new online 'toolkit' has been launched by OCC which provides information and advice for those wanting to take action to safeguard their homes or businesses against the effects of flooding. Visitors to the site can use its “tools” to determine whether their home or business is in an area at risk at flooding, and links to a series of “How To” guides. The toolkit also explains the different types of flooding that can occur with bespoke guides on how to deal with them and, for those responsible for things such as drains and streams running across their land, guides on how to carry out preventative maintenance. Interactive illustrations give visual inspiration for ways people can protect their properties and highlights often forgotten areas such as garages, airbricks and cable holes. The toolkit can be found at www.oxfordshirefloodtoolkit.com

ADULT SOCIAL CARE PERFORMANCE ABOVE NATIONAL AVERAGE

The Delayed Transfers Of Care (DTC) figures released in December show Oxfordshire improving significantly on the situation a year ago: total delayed transfers of care were 11% lower, and those due to social care delays were 19% lower. This compares with a rise in numbers nationally of 25% in total and 41% due to social care. Nationally over a third of all DTC cases were attributable to social care delays, but in Oxfordshire it was less than a fifth.

HOME LIBRARY VOLUNTEER SUCCESS AND NEW LIBRARIES E - NEWSLETTER

In September OCC launched a county-wide campaign for Home Library Service volunteers. This successful campaign has led to 150 volunteer applications so far, *(and the campaign is now shortlisted for a public sector communications award.)* Home Library Service volunteers choose and deliver books to those who are unable to get to a library. More information about the scheme, including details of what volunteering involves and interviews with those who benefit from the service, can be found at: www.oxfordshire.gov.uk/homelibrary

The Library Service has also recently launched a bi-monthly newsletter sent to 6000 library service users. It contains the latest libraries news, events, book recommendations, volunteering opportunities and more, including information about **Zinio** (free electronic magazines), eBooks, People’s Network (free public access to computers) and Wi-Fi in Libraries. **Please can all Parish Councils inform residents via their Village Newsletter/Parish news, that they can sign up at** www.oxfordshire.gov.uk/librariesnewsletter

GRANT FUNDING ANNOUNCED FOR ‘OPEN ACCESS’ CHILDREN’S SERVICES

Community-led schemes will complement a comprehensive new service for 0-19-year-olds across Oxfordshire, which ensures children at risk of abuse and neglect are protected and that families who need extra help are identified at an early stage. Applications received during the first round of the £1m grant scheme were assessed by a cross-party working group, (which included myself), of councillors which made recommendations to the council’s Cabinet. Six community groups planning to run ‘open access’ children’s services were successful and will receive funding worth £163,000 from the scheme. They are:

- Butterfly Meadows (Bloxham) - £29,384
- Carterton Town Council - £30,000
- Bridges (Oxford) - £30,000
- Grandpont Nursery (Oxford) - £35,600
- St Nicholas Primary School (Marston) - £8,000
- Sharing Life Trust (Thame) - £30,000

A further eight bids were supported in principle by the working group, but deferred to the second round of bids so that further work can be carried out on their business models. The panel refused just three bids – in these cases the eligibility criteria were not met.

HEALTH INEQUALITIES COMMISSION REPORT

Oxfordshire's Commission on Health Inequalities has published its recommendations to narrow the health and wellbeing gaps which divide communities in the county. The Commission was set up earlier this year by the Oxfordshire Health and Wellbeing Board. Its members came from health, local authority and voluntary sectors. Public sessions were held at venues across the county and evidence was taken from a wide range of statutory, voluntary and private sector organisations. The Commission heard that Oxfordshire, overall, is an affluent county with relatively low levels of deprivation, but there are significant variations. Among the 60 recommendations made by the Commission are:

- An integrated transport strategy to reduce social isolation
- Greater investment in prevention of ill health
- Employers to promote the health of working people
- Greater integration of health and social care and more support for unpaid carers
- Public sector organisations should review their buildings and land which might be used for key worker and affordable housing
- Promotion of physical activity and exercise among vulnerable groups
- More provision for mental health services

The next steps for the Commission will be to promote the findings of the report and for discussion of what can be achieved through local action.

NEW RAILWAY TO LONDON FROM OXFORD

The link between Oxford Parkway and the city centre is now open. (A collaborative venture by Chiltern trains, OCC, Network Rail & Government). From 12th December a journey time of just 58 minutes to London (Marylebone). The Secretary of State for Transport, Chris Grayling, attended the opening.

Also, OCC Leader Ian Hudspeth, & Deputy Leader Rodney Rose, took opportunity of discussing not just railways, but also the increasing highway problems in Oxfordshire. Discussion regarding the A34, A40, A420 & Science Vale areas were examined; Ian went on to remind the Secretary of State that if we are to have the projected extra houses and jobs, from the District Councils' planning permissions given, *then OCC needs to receive its proper share of funding for the necessary infrastructure to sustain this continued level of development.*



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May I wish you all a Happy New Year!

Cllr Stewart Lilly. 01.01.2017

Annex B

Blewbury Parish Council

**District Notes for Parish Councillors on Wednesday, 11th January 2017
from Cllr Janet Shelley & Cllr Reg Waite**

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Enforcement Investigations:

VE16/610 - Blewbury Garage, London Road, Blewbury

Alleged breach: display of illuminated signage without advertisement consent

Reported: 2 December 2016

Case Officer: Corey Webster.

6 week target date: 13 January 2017. 12 week target date: 24 February 2017.

VE16/394 - 12, London Road, Blewbury

Alleged breach: without planning permission, erection of a tree house (raised platform)

Reported: 3 August 2016

Case Officer: Corey Webster

6 week target date: 14 September 2016. 12 week target date: 26 October 2016.

Awaiting further news – no formal planning application appears to have been submitted.

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Christmas Trees:

If you are one of the Vale's garden waste customers, we'll come and collect it from you – just put it out next to your brown bin – and for Blewbury this week it's Thursday, 12th January. Please don't put it in the bin as it's tricky for the crews to get out.

If you are not a garden waste customer, you can drop your tree off at one of our designated locations around the district for composting – the nearest venues are Milton Burial Ground by Thursday, 12 Jan; Wantage Charlton Park Garden Centre; Milletts Farm Garden Centre, or Brightwell Root One before Sunday, 15 Jan.

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Waste Recycling:

South Oxfordshire District Council is named as the best recycler in DEFRA's annual recycling table for 2015/16 once again whilst we in the Vale came lower in 4th place.

It is the third year in a row for South although the Vale has dropped from second last year to fourth this time. This is partly due to big improvements from other councils – particularly East Riding of Yorkshire who are in second place and improved by over 8%.

South Oxfordshire's recycling rate was 66.6 per cent and the Vale's 64.8 per cent.

Following recent changes with our green bins we are aiming for a higher figure for the current year and encourage residents to provide their strongest support.

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Small electrical items and old clothes and domestic batteries:

Please don't forget you can recycle your old small electrical items and old clothes and used domestic batteries with your other waste.

Small electrical items need to go in a small carrier bag next to your **grey bin**, and clothes that aren't good enough for charity and other textiles in a tied carrier bag next to your **green bin**.

Used domestic batteries can also be recycled – just place them in a small clear bag which you can then place on top of your **green** bin.

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Waste – If there's Snow and ice:

If bad weather means we can't empty your bin, please leave it out for three days. If we haven't managed to empty it by then, bring it back in and we'll empty it next time it's due. We'll keep the Vale's website and Twitter page updated with any disruptions.

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Planning pre-application advice:

Both the Vale and South Oxfordshire District Councils offer pre-application planning advice to individuals and companies on a commercial basis.

Prior to a full planning application being made, we respect the commercial confidentiality of the advice given. However, in the interest of being transparent we are putting a new process in place from

January 2017 whereby the advice on new cases will be available publicly on our website once the full application is submitted.

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A competition for new businesses:

South and Vale are sponsors of a new competition for businesses which are less than two years old.

Southern Oxfordshire New Business Competition 2017 (SONBC 17) is accepting applications from now, early January to 28 February. Judges are looking for the brightest rising stars in local business, whatever their trade or industry.

The winner will receive a serviced office rent-free for a year, plus a host of other great prizes to help boost their businesses including expert branding and website advice, social media coaching, IT consultancy and support, accountancy services and a full programme of business mentoring. For more information and to download an application form go to www.sonbc.co.uk

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Councils' meet Food Standards Agency targets:

The Food Standards Agency has recently published its report on local authority food law enforcement for the period 2015-2016.

Out of the 323 English authorities that provided data, only 18 met the target to complete 100% of inspections for the year. Both the Vale and South Oxfordshire District Councils are included within these 18, and are the only Oxfordshire authorities to have met this target. Both councils also achieved the national average of 93% for food premises that are 'broadly compliant' with food law.

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Grants available to help get residents active:

New funding from Sports England will be available to councils, community groups and sports clubs from this month. The funding is aimed at projects which reduce inactivity, increase volunteering and improve facilities. Please spread the word about the following funds:

- Community Asset Fund for capital projects to provide new or enhanced facilities, or new facilities in fields or unused buildings. Types of projects that could be eligible include renovating a sports pavilion, installing floodlighting or creating a new sports pitch. £5,000 - £150,000 is available.
- Inactivity Fund for revenue projects that increase activity levels in people aged 55 and over such as Walking Football or care home activities. Funding is anticipated to be between £250,000 - £500,000.
- Volunteer Funding which targets under-represented groups and young people aged 10-20 years. Projects could include charities and organisations working with groups to promote volunteering opportunities for example matching volunteers to sports club volunteering roles.

For further information please contact Cath Dale, Participation Officer on 07801 203 551 or 01235 422222.

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Evening for sports clubs:

All sports club members are invited to attend the next sports club evening on Wednesday, 23 January at 6.30 pm at Tilsley Park, Abingdon. The event is for anyone involved in the running of a sports club who would like to learn more about

- the council's community grants
- how the council can support you in applying for funding

- the projects delivered by the council's participation team and how you can get involved
- Sport England's new funding streams

To find out more or book a FREE place contact Cath Dale, Participation Officer on 07801 203 551 or 01235 422222.

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Local Plan adopted:

The Local Plan 2031 (Part 1) was adopted at the Vale's full council meeting on Wednesday, 14 December.

More information about the Local Plan (Part 1) can be found on the website.

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Planning for infrastructure consultations:

The Vale is proposing to carry out a public Examination of the Community Infrastructure Levy (CIL) Draft Charging Schedule (DCS) on 23 February 2017.

The draft documents for both the CIL, DCS and Developer Contributions SPD are subject to two separate consultations for a six week period from Thursday, 15 December 2016 to 5 pm on Thursday, 26 January 2017. Full details of the consultation and links to the documents can be found on the website.

Responses to the consultation can be made:

- online using our consultation system (registration is required)
- by downloading a copy of the response form from our website and return by email
- by posting a copy of the response form to Planning Policy, Vale of White Horse District Council, 135 Milton Park, Milton, Abingdon, OX14 4SB.

If you have any questions about these consultations please contact Planning Team via email or call 01235 422600.

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Business Breakfast 2017:

Please mark 21 February 2017 in your diary as the confirmed date for South and Vale District Councils' annual Business Breakfast to be held at De Vere Oxford Thames hotel from 07.30 to 10.30 am.

After a successful 2016 event at STFC in Harwell, it's time for SODC to host, so as well presentations from Cllr John Cotton, Leader of South, and the CEO of both Councils, David Hill, a programme is being put together including key speakers to address issues affection south Oxfordshire and beyond.

Register at www.slido.com using the code #SVBB17 and post your questions and topics that you would like to see answered and discussed at the event. Alternative contact the Economic Development Team with your suggestions for business sectors.

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JS & RWW 11 January 2017

LENGTHMAN'S REPORT
DECEMBER 2016

A very happy New Year to each and everyone!

Nothing really to report this month. It has been very quiet without any issues.
No grass cutting and only the usual litter around the Car Park.

I have started on the winter maintenance of the tractor and mowers etc,

Regards

David

Annex D

Planning report for Parish Council – January 2016

Planning Applications

All Blewbury planning applications, decisions and Parish Council responses, including items under consideration, can be found in the 'Parish' section of the Blewbury website (<http://blewbury.co.uk/parish/planning/>), which is updated once a week. Links are also provided to the main Vale Planning site, where full details can be obtained.

Responses from the Parish Council:

P16/V2290/FUL (Amended plans submitted 16th December 2016)

Methodist Church, Chapel Lane

Change of use from place of worship (class D1) to one bedroom residential dwelling (class C3), including demolition and rebuilding of rear extension. Provision of a single parking space and associated works.
Parish Council has no objections.

P16/V3164/HH Beorg Lodge, Bessels Way

Single storey timber outbuilding for use as a garden room.
Parish Council has no objections.

P17/V0002/FUL Pennie Lane Stud, Berry Lane

Full Planning Application for the demolition of the existing and erection of a replacement dwelling.
Parish Council has no objections.

Decisions from the District Council:

P16/V2739/HH Meers Parcel, London Road

Proposed greenhouse.
Granted.

P16/V2826/HH & P16/V2636/LB Bohams House, Westbrook Street

Proposed partial barn conversion to form new studio & store (planning permission & listed building consent)
Granted.

P16/V2686/LB Charity School House, Church Road

Replace cast iron gutters and downpipes with aluminium gutters and downpipes.
Granted.

Enquiries regarding planning in the parish may be sent to blewburypc@gmail.com