

Stadhampton Parish Council

Minutes of the meeting of Stadhampton Parish Council held at the Village Hall, St John the Baptist Church, The Green, Stadhampton OX44 7UA on Monday 18th September 2023 at 7.30pm.

Attending:

Parish Councillors (Cllrs): Cllrs Allen, Campbell, Fitzgerald (Chairman for the evening) and Odell.

Staff: Bev Field, Parish Clerk/RFO (PC)

Members of the public: Nine

Chairman's Announcement for Public Participation: The Parish Council receives correspondence from well-intentioned residents with items they would like the Parish Council to do. However, Parish Councillors are unpaid, and each project requires volunteers to make it happen. As friends of the Parish Council, please spread the word that more volunteers are needed, as we are all making a community effort. If a task is highlighted, please prompt people to volunteer for tasks, or suggest people with the skills to help us achieve it. We all need to help each other to improve the village, and volunteering is positive and good equally for individuals and the community. Current projects that need help to make it happen include the playground replacement, grant applications for the playground and the football club/pavilion, communications like using Facebook, and events like Fireworks night.

Public Participation Topics:

Resident 1&2: The Crown pub is looking neglected.

A. The Parish Council is not responsible for The Crown but will make contact to request some regular maintenance (**action: PC**).

Resident 3: The defibrillator owned by the BP garage.

A. A resident replied it is not currently active, but it is stored safely now. BP have agreed to re-mount it. The Parish Council owns one active defibrillator, sited at the Coach and Horses in Chiselhampton.

Resident 4: Hedgerow cutback for Copson Lane and ditch clearing to prevent flooding.

A. Cllr Allen replied that it could not be done in the bird nesting season. He will investigate actions and seek quotes (**action: Cllr Allen**).

Resident 5 – see agenda item 68/0923

Resident 6- A blocked drain in Newington Rd is causing flooding. It was reported to OCC and Cllr Bennett.

A. The Parish Council will also report this on Fix My Street (**action: Cllr Fitzgerald**).

Resident 7: Litter and uncut grass in the churchyard.

A. The Parish Clerk contacted the Vicar and will pass on the concern to the church secretary (**action: PC**).

Resident 8: Mr Humm presented his resignation as Clock Winder, after 40 years of service. He is willing to mentor/support any volunteer for the role. Mr Humm was sincerely thanked by Parish Councillors for his faithful service (**action: PC**).

58/0923 Chairperson: In the absence of an elected Chairperson for the year, the Parish Councillors present elected Cllr Fitzgerald to chair the meeting for the evening (proposed Cllr Odell, seconded Cllr Allen).

59/0923 Apologies: Apologies were received from Cllr Bayoumi.

Cllr Heritage (SODC) also sent her apologies.

60/0923 Declarations of interest: None

61/0923 Minutes: The minutes of the meeting held on 17/07/2023 were approved as an accurate record (**action: PC**).

62/0923 Matters arising:

- The overnight parking stopped once a letter from the Parish Council was hand delivered.
- The grass at Warren/Newington Rd junction was reported to SODC on 19/07/23 who are checking with the highway records team. The resident was updated.

63/0923 Planning and licensing applications:

- a) **Santannas Place, Watlington Rd, Stadhampton, OX44 7UQ** application P23/S1760/FUL The SODC Planning Committee will consider this application on 20 September 2023. The officer's recommendation to the Committee is to grant planning permission.

Agreed: To inform Cllr Heritage that no Parish Cllrs are available to attend (action: PC).

- b) **Chiselhampton Hill Cottage Chiselhampton Hill Chiselhampton OX44 7XQ** application P23/S2239/HH for the erection of an ancillary dwelling in the garden (retrospective).

Agreed: Any objections to be sent to the Parish Clerk this week.

- c) **Land between A34 Milton Interchange, and B4015 north of Clifton Hampden** for the dualling of the A4130 carriageway, construction of the Didcot Science Bridge, road bridge over the Appleford railway sidings and road bridge over the River Thames and associated works between the A34 Milton Interchange and the B4015 north of Clifton Hampden. This has been called in for the determination of the Secretary of State following the holding of a Local Inquiry.

- d) **Applications validated since the publication of the agenda:** None.

- e) **Recent decisions on planning applications:**

- **Vine Cottage, The Green, Stadhampton OX44 7UA** P23/S2777 condition 3 (joinery details) discharged 08/09/23.
- **Newells Farm, Newells Lane, Stadhampton OX44 7XJ** P23/S2682/AG for the formation of a farm track and associated/related works. Decision on 05/09/23 that for 'Agricultural Development' an application is not required.
- **Chiselhampton House, Chiselhampton OX44 7XF** P23/S2253/LB External security lighting. Listed Building consent given 04/08/23.
- **Doyleys Farm, The Green, Stadhampton OX44 7UB** P23/S1767/FU and P23/S2210/LB for the conversion of a barn to a single dwelling and change of use to C3. Planning permission and Listed Building consent given on 17/08/23.
- **Wheatfield, Copson Lane, Stadhampton OX44 7TZ** P23/S1820/PDS for the provision of additional storey. Planning permission 26/07/23
- **Brick cowshed at Newells Farm, West Newells Close, Stadhampton P23/S1745/N4B** Conversion to dwelling. Planning permission 18/07/23

64/0923 Ward Councillors (SODC and OCC): Reports were circulated and submitted to Village Voice.

65/0923 Biodiversity and Sustainability working group:

- a) **Grass Cutting:** The schedule will not change for now. A biodiversity plan for a community orchard would be more effective.

- b) **Apple Tree planting:** The trees on The Green have recovered this summer. Apple trees will be planted in Copson Lane. Two failed damson trees in Copson Lane will be replaced (action: Cllrs Odell and Campbell).

- c) **Pollution in the River Thames:**

Resolved: To draft a letter to the MP and copy in Cllrs Bennett and Heritage (action: Cllr Odell/PC).

66/0923 Reports from Working Groups and Projects:

- a) **Play area project and repairs:** The project needs volunteers to help take it forward and seek grant funding. A resident volunteered her skills and will be put in touch with Mr Dawson (action: PC).

- b) **Traffic Calming and Safety Measures:** Potholes have been repaired but the overgrown B480 footpath is yet to be cut back and will be reported again, it is safer to walk along the meadow. More work on funding and grant applications is needed over the next 2 months (action: Cllr Fitzgerald).

- c) **Bus shelter, School Lane:** The shelter was installed with the help of Green and Growing, and driver visibility is not impaired. Turnaround Gardens set up the planters and a resident is advising on low maintenance plants from Notcutts. Donations of annuals would be welcome.

Funding Note: Large developments are charged a Community Infrastructure Levy (CIL) and 15% of that money goes to the local area to improve transport, play parks, sports, community safety and other facilities. CIL money from the Land East of Newington Rd has been directly spent to provide this bus shelter project. A grant of £500.00 from Oxford Bus Company was donated towards the project.

Agreed: The Parish Council thanks Mr Wells for his leadership on the project, and Mr Turner and Mr Pattison and residents for their help.

d) **Water supply to the Allotments:** Discussions are ongoing.

67/0923 Updates:

a) **Pavilion management and maintenance meeting 24/08/23:** Cllrs Fitzgerald and Bayoumi attended, and a report was circulated. The football season starts on 24/09/23 and the football club will circulate the fixtures list to the custodian, dispose of old kit, source a plumber for the waste pipe/shower and continue to fund cleaning materials and toiletries. To help sustain the Football Club and their use of the pavilion, Cllr Fitzgerald will help them identify appropriate grant funding streams.

Resolved:

- 1) To continue to pay the utilities and postpone replacing the windows and doors and monitor their condition.
 - 2) To fund two (cylinder) grass cuts, clean the gutters and windows, repair the broken window, arrange clearing/weedkiller in the car park (**action: PC**).
 - 3) To research grants/funding options for the club to explore (**action: Cllr Fitzgerald**).
- b) **Manor Pond works:** Clearing the tree stumps revealed significant damage to the bank and stone wall by self-seeded plants. Safety barriers will be erected, and work will continue at the end of September to rebuild and make it safe. The pond should remain undisturbed, the plants will regrow. This project is being funded by CIL money (see explanation in item 66c/0923)

68/0923 Maintenance to North Green adjacent to fence:

Agreed: To implement the maintenance part of decision 160/21 using regular contractors (**action: PC**).

69/0923 RoSPA Inspection Report (action: PC).

Resolved:

- a) To accept a quote from Green and Growing at £895.00 + VAT to make remedial repairs.
- b) For Jays Property Maintenance to add raking and levelling the safety surface to his monthly schedule.

70/0923 Finance (action: PC).

- a) The bank balances on 31/08/23 were Lloyds current £14,802.85, deposit £11,637.33 and CCLA (Churches, Charities and Local Authorities Investment Fund) £42,230.96 on 31/08/23. The second instalment of the precept was received on 08/09/23.
- b) **CIL update:** Noted.
- c) **Lloyds Bank:** a mandate was signed to remove 4 signatories.
- d) **Audit update:** Registration with the Information Commissioner's Office is completed, the general reserve policy finalised, and training booked on website accessibility guidelines.
- e) **Website:** Hugofox is withdrawing the free service and charging from October.

Resolved: To remain with Hugofox at £9.99pcm +VAT to include the website, hosting, SSL certificate, web accessibility compliance and basic support (not the planning tracker) and wait for a government e-mail switch to reduce the price of Google Workspace.

71/0923 Payments: The payment schedule and a direct debit for Castle Water and Hugofox were approved (**action: PC**).

72/0923 Items for the November Agenda: Parish Council small grants, river Thames update, grant applications to deliver projects in the community.

Date and time of Next Meeting (planning focus): Monday 16th October 2023 at 7.30pm at the Village Hall, St John the Baptist Church, The Green, Stadhampton OX44 7UA

The meeting closed at 9.37pm

Signature:

Date: