

Minutes
Berrick Salome Parish Council
14th January, 2016

The Meeting of the Berrick Salome Parish Council was held in the Village Hall, Berrick Salome, on Thursday 14th January, 2016. Present:

Ian Glyn (Chair)
Hannah Bradley (Vice-chair)
Craig Tribe (Treasurer)
Steve Rhodes
David Bridgland
Chris Cussens (Clerk)

1. Apologies received
David Turner
Ellie Cross
2. To approve and sign the Minutes of the previous Parish Council meeting
The minutes of the meeting of the 12th Nov, 2015 were approved.
3. Matters arising from the Minutes
 - Ref 3.3 Steve reported that he has the necessary forms and guidance for our registration with the Land Registry and plans to submit our application next month. This will be within our £200 budget.
 - Ref 6 Hannah reported on the implications of the additional houses proposed for Littleworth, Benson. Currently 107 houses, plus retirement homes and flats have been approved and an application for a further 200 homes is being made. Derek Shaw stated that he'd be attending a meeting on the subject in Benson Parish Hall the following night (Jan 15th).
An implication for us in the context of our conversation with Thames Water is that additional funding should become available from the developments to fund our own improvements, such as the pipeline from Rokemarsh to Benson.
 - Ref 8 **ACTION** David Turner to incorporate our mobile phone receptions findings in his overall review.
 - Ref 9.1 Ian has written again to our base contact at RAF Benson, receiving no reply to date. The view from Roke is that we should wait until the summer to see how big a problem there may be. Ian has a hard copy of the 72 page Benson Noise Assessment document from SODC, also [available online](#). This forms useful background as (eg) it states what is acceptable and unacceptable.
 - Ref 9.5 **ACTION** David Turner to introduce us to Andy Maton (Chalgrove PC) who works in community relations at the base.
 - Ref 10 It's unclear where the Child Safety contact information is held on the parish website. **ACTION** Steve to ensure it's available.
 - Ref 11 The Risk Assessment has been checked and Ian has signed it off.
 - Ref 12 **ACTION** David Turner to advise re Oxfordshire Together insurance arrangements if we undertake work in the villages hitherto undertaken by OCC. (NB Steve Rhodes should have been actionee.)
 - Ref 14 Steve was thanked for organising the Christmas tree, with Ian Kirkwood, at the triangle. The possibility of planting a tree on the site was discussed, but the view following the meeting was that we should acquire a new tree each year as it would be better looking.
4. To receive reports from the District and County Councillors:-
 - 4.1. David Turner, District Councillor, who was unable to attend, provided his January report beforehand ([click for online version in full](#)):-
 - 4.1.1. South and Vale top the recycling charts again; South are at the very top with 67.3% and Vale are second with 65.6%.
 - 4.1.2. Rural Oxfordshire are still ranked relatively poorly on geographical barriers to services.
 - 4.1.3. "A Low Emissions Strategy for South Oxfordshire" will be published shortly, giving residents a chance to let the council know what they think of the suggested actions.
 - 4.1.4. The SODC planning team are now showing their faces on the web. [Click here to see them](#).
 - 4.1.5. SODC have just set up a new register for people building their own property.

- 4.1.6. Community Infrastructure Levy. The Government Inspector has recommended approval of this for SODC, subject to a few modifications.
- 4.2. Steve Harrod, County Councillor, provided the County Council report ([click for online version in full](#)):-
- 4.2.1. Local Government Settlement. Oxfordshire County Council has now received details of future grant funding from central Government and the levels are even worse than feared. The council had been preparing for up to £50m of savings from 2016 to 2020 (on top of the £292m it is already in the process of making for the period from 2010 to 2018). However, on the basis of figures provided by central Government last month, OCC will have to make £20m further savings on top of the £50m, bringing the total saving to £70m over the next four years. Central Government has changed the formula for funding councils, and it seems shire counties, particularly in the south of England, have come off worst. Steve's view: this is a problem, but not a crisis.
- 4.2.2. Oxfordshire's High Volume Pump has been deployed to flood hit areas in the North to assist with operations. The pump is crewed by seven fire fighters, all of whom volunteered to go and help.
- 4.2.3. Oxfordshire Libraries can now be accessed from smart phone or tablet. People can:
- manage their account
 - search the catalogue
 - renew and reserve books.
- 4.2.4. County's Youngsters improve in core subjects. Oxfordshire's eleven-year-olds have surged ahead in reading, writing and maths tests, according to the latest figures.
- 4.2.5. Some good news – Oakley Wood recycling centre has been reprieved and will remain open, subject to ratification, which is expected.
5. To receive the report from the Treasurer
- 5.1. Bank balances as at 31 December 2015 totalled £8,021. There were two unrepresented cheques totalling £135. The total reserves of the Parish were therefore £7,886.
- 5.2. At 31 December 2015 the accounts show a deficit of income to expenditure of £3,341. The budget for this period was for a deficit of £504. The main reason for the difference is the playground maintenance expenditure of £3,370 which is covered by our separate playground maintenance reserve.

See Appendix 1 for schedule of payments and bank transfers, as approved by the Council.

Budget

Craig proposed that we submit a request to SODC for a precept of £6,380. This is equivalent to a Band D charge of £39.43 which is a 1.99% increase on the 2015-16 figure. The budget and precept was approved by the council members.

6. Audit arrangements.

The present annual return and audit arrangements continue for the 2016-17 financial year.

For the year commencing 1 April 2017 we will not have our annual return subject to an external audit as our income is less than £25,000 p.a. We are classified as a smaller authority.

Although the annual return does not require an external audit we are still required to appoint an auditor in case there are questions from electors that need to be resolved.

We can choose to have the auditor appointed by a 'sector-led body' called the Smaller Authority Audit Appointment Authority Limited, the default position. Alternatively we can appoint our own auditor. This is a process Craig would not recommend. Therefore he proposed that we opt-in to the default position. This proposal was accepted by the PC.

7. Review of planning applications

Decisions since previous meeting:

- 7.1. Quakers Corner, Rokemarsh. Proposed re-construction and minor alterations to cottage following fire damage. Consent granted.

See Appendix 2 for details.

As SODC budgets are becoming very tight, Douglas Taylor reminded us that SODC planners have less time to examine planning applications, so he recommended that we provide additional resource from the Parish to compensate. Our current procedure is to canvass local residents, which works well for straightforward applications. However, it was agreed that if a proposal is likely to involve reference to published planning

guidelines and policies, we should invite others, like Douglas, to help us, following which the PC can benefit from this in making their decision.

Douglas agreed to prompt us when such an application arises.

8. Thames Water

David Bridgland is continuing to apply pressure to Thames Water and has been advised that 31 parishes in the Thames region have similar problems. In essence, the 80 mm pipe from Rokemarsh to Benson needs to be replaced throughout its 500 metre length by one of 100 mm; an 80mm pipe should support up to 40 dwellings, which was just about OK when it was laid down, but with the connection of Berrick Salome to the mains, the demand has grown from 50 dwellings to around 100.

As part of the Benson Drainage Strategy ([available online](#)), residents will be sent a survey shortly, which all parishioners are urged to take very seriously; if we encounter problems and report them in the survey, our priority for repair will increase. The results of the survey will be used to direct the action TW will take in 2017. Thames Water have fully accepted that we have a problem.

9. Playground Inspection Report

No high risk areas have been identified. We simply need to continue general housekeeping.

10. Oxfordshire Together

It was agreed that we're not big enough to participate on this on our own, but might find it worthwhile to do so in conjunction with another parish. Craig recommended that we monitor how this progresses and will take action if/when it seems appropriate. This was agreed.

11. Village Archiving

It was agreed that

- (a) The archive would be stored in a filing cabinet, preferably fireproof **ACTION** Craig to purchase
- (b) The list of items would be displayed on the Parish website **ACTION** Steve

12. The Queen's 90th Birthday

This is to be celebrated nationally on June 11th/12th. **ACTION** Ian agreed to ask each pub if they'd be interested in hosting an event.

13. Circulation guidelines to parishioners

Ian's proposed guidelines for the Clerk re sending documents to parishioners were agreed as follows:-

- 13.1. Commercial ventures-- never
- 13.2. Local charities and initiatives--- yes / maybe
- 13.3. Local news--- yes
- 13.4. OCC & SODC news--- yes if relevant or important
- 13.5. Most other stuff-- no

14. Date of next meeting

3rd March

15. Any other business

15.1. Craig raised the state of the verges outside and opposite two building sites in Roke. Ian reported that the owners of Roakham Bottom have agreed to restore the verges once work was complete.

ACTION Ian to write to the owners of Mulberries (formerly Denham Cottage) asking them to do similarly.

15.2. Hannah advised that we are on track for broadband improvements by Dec 2017, though the improvements are unlikely to be dramatic.

15.3. The Village Hall committee has a pile of topsoil available to anyone who wants it. So has David Langston of Berrick Prior. **ACTION** Clerk to circulate availability

15.4. It is planned to hold a village barn dance later this year and Ian sought approval for use of the recreation ground. This was given.

There being no other business, the meeting closed at 9.30pm.

Signed Chairman

Date

Appendix 1

Schedule of payments

1. Confirmation of the Council requested for the following cheque payments:

Date	Chq. no.	Payee	Amount (£)	Purpose
09/12/2015	100662	The Play Inspection Company Ltd	75.00	Playground inspection
22/12/2015	100663	Roy Troth	60.00	Grass cutting
14/01/2016	100664	Steve Rhodes	100.49	Website hosting, Christmas tree and battery boxes

There have been no inter account bank transfers since the last meeting.

2. Claim for refund of VAT paid for £719.35 submitted to HMRC covering the period to 31 December 2015.

Appendix 2

Planning Applications

Planning ID	Location	Application	Status 14.01.16
P15/S3361/LB	Quakers Corner, Rokemarsh	Proposed re-construction and minor alterations to cottage following fire damage.(Amendment to P15/S1193/LB Part retrospective)	Listed Building Consent granted on 2nd December 2015
P15/S3823/FUL	Rosebank, Roke	Demolition of existing dwelling. Erection of new dwelling with detached ancillary garage building. Closing up of two existing vehicular accesses and formation of single new vehicular access.	Application under consideration. Target decision date 08 Feb 2016
P16/S0042/HH	The Garden House Roke	Single storey side and rear extensions with roof alterations	PC notified: 13.1.16 Target Decision: 07 Mar 16