

Minutes
Berrick Salome Parish Council

The Meeting of the Berrick Salome Parish Council was held in the Village Hall, Berrick Salome, on Thursday 13th Sep 2018. Present:

Ian Glyn [IG] (Chair)
Steve Rhodes [SR] (Vice Chair)
Craig Tribe [CT] (Treasurer)
Ellie Cross [EC] (Councillor)
David Turner [DT] (District Councillor)
Chris Cussens [CC] (Clerk)

1. Apologies for absence
David Bridgland [DB] (Councillor), Steve Harrod [SH] (County Councillor), Derek Shaw, John Bird
2. Declarations of interest regarding items on the Agenda
None
3. To approve and sign the Minutes of the meeting of 28th Jun 2018
Approved
4. Matters arising from the Minutes
Re item 10, CT advised that there will be follow-up information available on GDPR probably next month.
5. County and District Councillors' Reports
 - 5.1. OCC: [Monthly Report](#)
 - 5.2. SODC [Monthly Report](#)
6. Treasurer's Report (See Appendix 1 for report)
All payments and transfers were approved.
7. Planning (See Appendix 2 for details)
 - 7.1. Parish Applications
 - 7.1.1. [P18/S1643/FUL](#) – Rokemarsh Farmhouse. A revision by the owner of the proposal is awaited.
 - 7.1.2. [P18/S2411/HH](#) and [P18/S2412/HH](#) – Myrtle Cottage. SODC have now approved.
 - 7.1.3. [P18/S2883/RM](#) – Stonehaven. PC approved this application which was for reserved matters on the previously approved consent for one house.
 - 7.2. Applications External to Parish
 - 7.2.1. [APP/Q3115/W/17/3180400](#) -Land South of Watlington Rd. (BEN05). Following an appeal, permission has been refused by the Secretary of State.
 - 7.2.2. [P18/S0181/O](#) - 19 dwellings adj. to The Orchard, Rokemarsh. PC objected earlier; SODC response awaited.
 - 7.3. [Enforcement Investigation](#) - Land opposite entrance to Chapel Lane, Roke
 - 7.3.1. The Enforcement Officer has visited the site and plans to get in contact with the owner to discuss the height of the fence. The PC will continue to closely monitor the situation.
8. Thames Water and David Wilson homes
IG reminded us that we should not let the opportunity to upgrade the pipe from Rokemarsh arising out of Ben 3/4 to slip through our hands. DB earlier notified us that he will take this up with Thames Water before the next meeting.

ACTION
DB

10. Neighbourhood Plan

IG reported that the direction of travel of the plan is not to include any site allocation but define instead four distinct settlements within the Parish (B Prior, B Salome, Roke, Rokemarsh). Any future development could only take place as infill within these settlements, provided all other planning criteria are satisfied. The Plan will also define other policies to control the nature of such infill developments. The aim is to preserve open land and farming land between these settlements.

IG presented the dates the NP team has agreed to get us to Parish Council Approval and kick start the external Approval/Scrutiny process; the end point should be to go to a referendum in the spring of next year: -

18/9—NP team leader (Brian Tracey) summarises email of everyone's comments on version 8 for Consultant. 28/9 or before if possible-- Consultant circulates next version (9) of Plan and bullet point summary.

2/10-- NP team circulate final policy bullet points and summary of Plan to Parishioners for comment by email or attendance on 23/10.

2/10*-- Consultant sends Plan and bullet points to SODC for preliminary comments.

23/10-- Parish meeting to receive feedback if not already communicated by email.

29/10 -- NP team feedback the results of responses from email communications and Parish meeting.

29/10 to 2/11-- Consultant produces final version

5/11-- Parish clerk circulates final version to PC for consideration on 8/11

8/11 - Approval at PC meeting; could be rescheduled to 15/11 if required if 8/11 meeting is short on time
15/11 at 8:15pm – possible 8/11 overflow meeting to discuss and approve the NP.

* There was a very strong feeling from Councillors that, on 2/10, the latest iteration of the full Plan should be available for those who wish to view it. IG agreed to request from the Consultant that he ensures that the Plan should be in a suitable form for this when provided.

ACTION
IG

11. Traffic

There are now eight or nine people in the Traffic Team, which plans to meet on Oct 17th for the first time, when planning will commence.

IG reported that as a pedestrian was nearly injured by a vehicle last week at the main entrance, a new, safer pedestrian entrance to the Village Hall has been created at the end away from the Hall. This is a pre-cursor to a full vehicular entrance, once planning approval has been obtained.

It was agreed that this entrance requires a pedestrian gate, pending the arrival of the vehicular entrance gate. For this, a design and quotation would be provided by James Franklin; the PC agreed to pay for it.

12. PAGE

Rob Marsh reported that Oxfordshire County Council is now consulting on Issues and Options for the Oxfordshire Minerals and Waste Local Plan: Part 2. Their request for a response had been forwarded on Aug 8th by CC to the PC.

All Parish Councils who support PAGE are being asked to send a letter to OCC supporting the PAGE submission by the Oct 3rd deadline. The PC agreed to do this. The PC will receive a copy of the PAGE submission by Oct 3rd.

ACTION
IG, CC

13. Oxford – Cambridge Expressway

SR reported that the main corridor has now been announced and one of the 2 selected sub-options, B3, could come as far south and east as the road between Chiselhampton and the Golden Balls roundabout. Further investigation of the maps issued reveals a 'common corridor', the southern edge of which runs south of the A329. These common corridors are still in play and could potentially extend to a boundary between Warborough and ourselves, so we need to be well aware of this as it could yet present a real challenge to us. Over the next year, 5/6 routes are expected to be shortlisted, both north and south of Oxford, and will be evaluated to determine the final route.

The building of the Expressway is due to start in 2025, opening 2030.

14. Parish Website

SR reported that conversations have taken place between SR, CT and CC about the nature of the site. Originally it was set up as a village resource, but the amount of traffic on it is low. This is unsurprising as it is pretty static, the only changing material normally being circulated by email. It could do with a more modern look and some simplification to make it easier to administer. The PC agreed that it would be recast as a Parish Council site, with content retained to secure compliance with regulatory requirements.

15. Village Hall

15.1. Governance

This is work in progress. Solicitors has been instructed to prepare a document defining the relationship between the Parish Council and Village Hall committee.

15.2. Car Park and other developments

Work is well under way and IG complimented Colin Crump for doing a good job.

16. Dog waste bin

CT reported that the bin at the footpath entrance opposite the end of Chapel Lane required replacing and a quote for bin and installation has been received for £179.95. The PC agreed to this.

17. Defibrillators

The second defibrillator has been installed on the exterior wall of the Roke and Benson Brass Band Hall in Chapel Lane, Roke. Parishioners on the parish email list have been notified. A training session is being arranged; all those interested in attending should contact CT.

18. Other Matters

Re the Sep 17th shutdown of Gigaclear, parishioners who have signed up and use their phone through this network are reminded, that as well as having no internet, they will be unable to make any telephone calls, including those to the emergency services- so mobiles on other networks (or the trad landline) must be used and charged.

19. Next Meeting

Nov 8th

Signed Chairman

Date.....

Appendix 1: Responsible Financial Officer's Report

To Parish Council meeting Thursday 13 September 2018

1. Bank balances as at 31 August 2018 totalled £24,542. There was one unrepresented cheque for £1,548. The total reserves of the Parish were therefore £22,994. Since the end of August, the second half of the precept of £3,583 has been received.
2. At 31 August 2018 the accounts showed a surplus of income over expenditure of £4,967.
3. **Schedule of payments**

Confirmation of the Council requested for the following cheque payments:

Date	Chq. no.	Payee	Amount (£)	Purpose
12/07/2018	100727	PAGE	500.00	Donation
12/07/2018	100728	OALC	48.00	GDPR training course
20/07/2018	100729	Azalea Landscapes	200.00	Bridleway maintenance
30/07/2018	100730	RCOH Ltd	2,4710.57	Neighbourhood plan consultancy
30/07/2018	100731	Chiltern Society	200.00	Donation
17/08/2018	100732	WEL Medical Ltd	1,548.00	Defibrillator
12/09/2018	100733	RCOH Ltd	1,320.00	Neighbourhood plan consultancy

There have been the following bank transfers since the last meeting.

Date	Transfer from	Transfer to	Amount £
12/07/2018	Business Premium account	Community account	583.00
20/07/2018	Business Premium account	Community account	200.00
30/07/2018	Business Premium account	Community account	1,813.93
17/08/2018	Business Premium account	Community account	1,548.00
06/09/2018	Community account	Business Premium account	3,383.00
12/09/2018	Business Premium account	Community account	1,320.00

4. Annual Governance and Accountability Return for the year ended 31 March 2018

I am pleased to advise that the external auditors, Moore Stephens, provided a clean report on our annual return.

Appendix 2: Planning Application Summary as at 13.09.18

Click on link in Planning ID Column for SODC document

CLlr Abbreviations: CT – Craig Tribe; DB – David Bridgland; EC – Ellie Cross; IG – Ian Glyn; SR – Steve Rhodes

Date Abbreviations: PC – PC notification; EC – End of consultation; TCM – Target Committee Meeting;
TD – Target Decision

Planning ID	CLlr	Location	Description	Dates	Status
P16/S3441/O		Land South of Watlington Road (BEN 05)	Outline application for the erection of up to 120 dwellings. (Lead case)	TD (appeal): Not yet decided Enquiry evidence due 23 Jan	SODC refused (26 May 17) Application appealed Planning Permission refused by Secretary of State (20 Jul 18)
P18/S2883/RM	DB	Stonehaven	Reserved Matters application following Outline approval P17/S2044/O for the approval of layout, appearance, scale and landscaping of one detached dwelling.	PC: 23 Aug EC: 24 Sep TD: 18 Oct	The PC supported the outline application (13 Jul 17) and has agreed to support the reserved matters application.
P18/S0181/O	CT	Up to 19 dwellings adjacent to The Orchard, Rokemarsh	The site is in Benson parish, though immediately adjacent to Rokemarsh	PC: 16 Jan EC: 12 Mar TD: 11 Jul	PC objected Mar 9 th No decision to date
P18/S1643/FUL	CT	Rokemarsh Farm House	Demolition of all existing structures including farmhouse, barns, and stables. Erection of two detached dwellings, landscaping of site area.	PC: 7 Jun EC: 27 Jun TD: 26 Jul	PC objected Jun 28 th No decision to date
P18/S2411/HH	IG	Myrtle Cottage	Removal of existing attached garage and ground floor bathroom and addition of two-storey extensions	PC: 13 Jul EC: 31 Aug TD: 7 Sep	PC supported SODC gave planning permission: 4 Sep
P18/S2412/HH	IG	Myrtle Cottage	Erection of garage	PC: 13 Jul EC: 31 Aug TD: 7 Sep	PC supported SODC gave planning permission: 4 Sep