

**Draft Minutes**  
**Berrick Salome Parish Council**

The Meeting of the Berrick Salome Parish Council was held in the Village Hall, Berrick Salome, on Thursday 14th Mar 2019. 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

Steve Harrod [SH] (County Councillor), David Bridgland [DB] (Councillor)

2. Declarations of interest regarding items on the Agenda

IG reminded the PC that he is an interested party re The Chequers planning application (7a on the agenda), so will absent himself from the discussion, deferred until the end of the meeting.

3. To approve and sign the Minutes of the meetings of 10<sup>th</sup> Jan 2019

Approved.

4. Matters arising from the Minutes

All covered within agenda items.

5. County and District Councillors' Reports. Click on links to open.

5.1. OCC: [Monthly Report](#)

5.2. SODC: [Monthly Report](#)

DT reported that the consultation period for the Local Plan ended on Feb 18<sup>th</sup>. Its examination by SODC is due to be completed by end-March when it has to go to the Inspector. Thereafter, the inspector will decide when the plan can be examined in public, with timescale currently uncertain, with commencement likely to be within the June – October timeframe.

Re the section 106 money relating to BEN3/4, work is still underway to calculate the respective contributions.

DT announced a new document entitled "[Improving transport for Didcot and the surrounding area](#)".

A public meeting on "Stopping the Expressway" will be held in Bicester on March 30<sup>th</sup>. [Details here](#).

The Parish part of our Council Tax for a Band D property is £43.43 (which is the same as for 2018-19). The District part is £121.24.

DT confirmed that he would stand for the forthcoming election. Councillors and parishioners applauded DT for the magnificent support he has provided us with over the past four years.

6. Finance

6.1. Treasurer's Report (See Appendix 1)

All cheque payments and transfers were approved. Also, the council approved the new direct debit mandate in favour of 1&1 Ionos and the one payment made.

7. Neighbourhood Plan

IG proposed that the Agenda be changed to bring the Neighbourhood Plan before Planning Applications, for the following reasons; -

- 1) The Plan has been three years in the making
- 2) The settlement boundaries have been the subject of much debate over that time
- 3) In setting the settlement boundaries the team have been very careful to set them consistently and according to a set of principles AND importantly without a mind to the effect of the boundaries on

- individual plots. The team are required to adopt that approach. With one exception they all agreed on the merit and result of that approach. They recommended Councillors to approve the submission plan.
- 4) Were the PC to consider altering the boundary in Roke, involving the land opposite Chapel Lane, it would fracture the discipline described above and open up the possibility of a whole load of other debates where special interests may apply. This would delay the Plan, potentially to the Parish's detriment if other speculative applications are made before the Plan is made.
  - 5) The NP team would be extremely reluctant to recommend altering the boundaries in this instance and consider it would be wrong to do so.
  - 6) Given that it was, in IG's view, helpful in the consideration of the planning applications if the emerging Plan informs those decisions.

The PC agreed with this proposed change to the agenda, following which Brian Tracey, NP Team Leader summarised the status of the NP and the steps to be followed next. If the PC approved the NP at this meeting, the plan will be submitted to SODC for their examination as a Submission Neighbourhood Plan and as such can only be modified (by SODC) after the examiner report has been received. Once approved, it will form the referendum version on which everyone will be entitled to vote. It was too early to forecast a date for the referendum at this stage, but early autumn seems likely.

Parishioners requested sight of the plan and the PC agreed to provide this as soon as they are able.

SR proposed that the Parish Council approved the Neighbourhood Plan. This was seconded by CT and passed unanimously.

## 8. Planning (See Appendix 2 for details)

### 8.1. Parish Applications (The Chequers application was considered at the end of the meeting – see para 2)

[P18/S3688/FUL](#) – Lower Berrick Farm – Permission granted by SODC on Jan 30<sup>th</sup>

[P19/S0225/HH](#) – Mulberries

PC agreed to respond with 'No Objections'.

[P19/S0550/HH](#) – Beck House

PC agreed to respond with 'No Objections'.

[P19/S0546/FUL](#) – Village Hall

This application was submitted by the PC and therefore the PC was not expected to respond. CT noted a response submitted by a parishioner on the SODC website suggesting that the doors to the new storage area should be moved inside the hall rather at the front. IG said that this would be considered although the external doors were likely to be left as they improve the appearance.

[P19/S0703/FUL](#) with [Enforcement Investigation](#)- Land opposite entrance to Chapel Lane, Roke

The application submitted for the house construction included the items covered by the Enforcement Investigation. This application, along with a 'green space' amendment in the neighbourhood plan, led to a meeting of Roke residents on March 11<sup>th</sup>. Irrespective of the planning principles to be considered by the PC, two views on this application were expressed at the meeting.

1 It should be opposed because the applicant is attempting to bypass planning rules.

2 It would be better to have a house built on the plot rather than risk a dump of some sort.

EC summarised its status by covering site location, planning history, landscaping, building appearance, access, policy, flood risk, character and appearance of the area and public visual amenity. A vigorous public discussion ensued. Written responses to the application can be viewed on the SODC website via the link above.

The PC unanimously agreed to oppose the application on the basis of the consideration of the planning principles involved and in the light of the recommendations in the emerging BSNP. It was noted that the BSNP could carry little weight at this time but, nevertheless it was felt that (on the basis of the evidence before the PC) the Plan represented the view of the majority most concerned with this application. IG offered to help EC prepare the response, taking into account the comments raised at this meeting.

Councillors were asked for assurance that if the application was refused, and the worst fears of neighbours re the consequent treatment of the plot in question become a reality, the PC would be active in pursuing the relevant authorities to ensure that they protected the neighbourhood against any unauthorised activity on the site. IG stated that he couldn't commit future PCs but he would be very surprised if future PCs did not offer that support if required.

## 8.2. Applications External to Parish

[P18/S0181/O](#) - 19 dwellings adj. to The Orchard, Rokemarsh

This application was refused by SODC and the applicants have submitted an appeal. The PC have lodged a written representation to the appeal's inspector asking for the appeal to be dismissed. A request for dismissal had also submitted by Benson PC as the proposed development does not comply with their neighbourhood plan. No date for the appeal decision was known.

## 8.3. Update on [2034 Local Plan](#)

The PC provided their responses in early February. See also para 5.2 above.

## 9. Thames Water and David Wilson homes

A meeting was held with Thames Water last week. DB will report on this at the next meeting.

ACTION DB

## 10. Traffic

The traffic group's work is ongoing with the next meeting on April 24<sup>th</sup>. Their aim is to ameliorate the threatened traffic increase from Chalgrove and Benson. Ray Perfect was thanked for getting the refurbished weight limit signs installed.

ACTION  
IG/CC

## 11. Great British Spring Clean 2019

This will take place from 9:30am on March 23rd, organised again by Ian Kirkwood. Thanks to this annual event, the situation is much better than it was, and more volunteers are not needed.

## 12. PAGE

OCC are currently considering all the responses to the first round of public consultation and are planning to launch the second round of public consultation on the Draft Site Allocation Plan in June-July 2019. So, we are currently awaiting the results of their analysis.

ACTION  
IG/SR

## 13. Neighbourhood Watch

David Langston, Ray Perfect and Alex Crump have met to consider. They did not think the full scheme would be suitable for the village, but did advocate a 'light touch' approach. This would be for the Parish to fund Neighbourhood Watch stickers which could be attached to lampposts, houses, gateposts etc.. This should give the Parish the appearance of supporting Neighbourhood Watch as well as influencing traffic to slow down in such a village. It was agreed that the PC would fund the purchase of 20 stickers.

## 14. Risk Assessment

The PC is required to review the risk assessment on at least an annual basis. CT had previously sent copies of an updated risk assessment to councillors and the parish clerk. The revised draft was presented to the council for approval which they did unanimously. IG signed the risk assessment on behalf of the PC.

## 15. Village Hall Governance

IG reported that J Parkinson (JP) had been working on this and that it should be carried forward to the May Annual Parish meeting. CT requested that IG ask JP to provide the PC with an update before that meeting

## 16. Playground

All repair work has been completed. The PC agreed to fund the provision of an information notice to comply with best practice.

## 17. Election of Councillors

IG was pleased to say that we have one candidate for the May elections, Mike Craven-Todd.

Elections are due in May 2019 for Councillors for the Parish Council. In view of the likelihood of vacancies arising as current Councillors decide not to stand again and in view of the desire to introduce new faces to the Council, IG urged ALL to consider standing for election. A vibrant Council is becoming more and more vital to the continuing welfare of our Parish.

ACTION  
Councillors

IG expressed disappointment at the lack of responses; two new councillors are needed. IG suggested that he and other councillors will need to canvass. Applications need to be delivered to the SODC council office by 3<sup>rd</sup> April.

CT proposed a vote of thanks to those Councillors who are likely to retire; they were warmly applauded.



## Appendix 1: Responsible Financial Officer's Report

### To Parish Council meeting Thursday 14 March 2019

1. Bank balances as at 28 February 2019 totalled £19,987. There was one unrepresented cheque for £52. The total reserves of the Parish were therefore £19,935
2. At 28 February 2019 the accounts showed a surplus of income over expenditure of £1,908.

### 3. Schedule of payments

Confirmation of the Council requested for the following cheque payments:

Date	Chq. no.	Payee	Amount (£)	Purpose
20/01/2019	100748	Ian Glyn	52.00	Printing re neighbourhood plan
20/01/2019	100749	SODC	37.02	Dog bin emptying
20/02/2019	100750	Norman R Cox & Partners	261.78	Materials for playground repairs
20/02/2019	100751	Franklin & Clarke	1,040.22	Repairs to playground equipment
14/03/2019	100752	Ian Glyn	15.54	Gate spring children's play area
14/03/2019	100753	Steve Rhodes	138.97	Website and email hosting
14/03/2019	100754	OALC	138.97	Annual subscription 2019-2020
14/03/2019	100755	Steve Rhodes	7.18	Email storage
14/03/2019	100756	RCOH Ltd	3,360.00	Neighbourhood plan consultancy services

Confirmation of the Council requested for the following direct debit mandate and direct debit payments:

Direct debit mandate in favour of 1&1 Ionos for payments for website and email services.

Date	Originator	Amount (£)	Purpose
27/02/2019	1&1 Ionos	7.18	Email storage space

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

Date	Transfer from	Transfer to	Amount £
21/01/2019	Community account	Business Premium account	745.68
20/02/2019	Business Premium account	Community account	1,339.02
14/03/2019	Business Premium account	Community account	3,367.18

4. A VAT refund of £797.68 for the quarter ended 31 December 2018 was received on 18 January 2019.
5. As the council's financial year ends on 31 March 2019 would any councillors who have reimbursements to claim please let me have details as soon as possible.

## Appendix 2: Planning Application Summary as at 15.03.19

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

Click on the link to view comments from parishioners and others.

Planning ID	Cllr	Location	Description	Dates	Status
<a href="#">P18/S0181/O</a>	CT	Up to 19 dwellings adjacent to The Orchard, Rokemarsh	The site is in Benson parish, though immediately adjacent to Rokemarsh	PC: 16 Jan 2018 EC: 12 Mar TD: 11 Jul	PC objected Mar 9 <sup>th</sup> SODC planning c'tee to consider on 07 Nov Refused by SODC Nov 30 <sup>th</sup> PC (CT) objected to appeal Feb 2019
<a href="#">P18/S3755/FUL</a>	SR	The Chequers	Internal and external alterations.	PC: 09 Nov EC: 13 Dec TD: 25 Jan	PC supported Dec 11 <sup>th</sup> App. withdrawn 18 Jan
<a href="#">P18/S3688/FUL</a>	IG	Lower Berrick Farm	Conversion and extension of light industrial building into a dwelling and workshop to form a live/work unit	PC: 05 Nov EC: 13 Dec TD: 01 Jan	PC supported Dec 11 <sup>th</sup> Permission granted by SODC 30 <sup>th</sup> Jan
<a href="#">P19/S0358/FUL</a> <a href="#">P19/S0359/LB</a>	SR	The Chequers	Internal and external alterations.	PC: 01 Feb EC: 15 Mar TD: 04 Apr	PC supported Mar 14 <sup>th</sup> , with additional comments
<a href="#">P19/S0225/HH</a>	SR	Mulberries	Two storey rear extension + swimming pool	PC: 23 Jan EC: 15 Mar TD: 26 Mar	PC had no objections, Mar 14 <sup>th</sup>
<a href="#">P19/S0550/HH</a>	SR	Beck House	Proposed front elevation, part rendered.	PC: 18 Feb EC: 14 Mar TD: 15 Apr	PC had no objections, Mar 14 <sup>th</sup>
<a href="#">P19/S0703/FUL</a>	EC	Land West of Fairfield	The erection of a detached two storey 4-bedroom dwelling...	PC: 04 Mar EC: 29 Mar TD: 29 Apr	<a href="#">Enforcement</a> Investigation applied 27/11/18 PC objected, Mar 14 <sup>th</sup>
<a href="#">P19/S0546/FUL</a>		Village Hall	New proposed store extension. Lowering of window cills. New entrance to Village Hall and reconfigured entrances to car park.	PC: 18 Feb EC: 21 Mar TD: 15 Apr	PC raised this so don't need to respond