

**Minutes
Berrick Salome Parish Council**

The Meeting of the Berrick Salome Parish Council was held by video on Thursday 10th Sep 2020.

Present:

Ian Glyn [IG] (Chair)
Ellie Cross [EC] (Councillor)
Mike Craven-Todd [MCT] (Councillor)
David Bridgland [DB] (Councillor)
Steve Harrod [SH] (County Councillor)
David Turner [DT] (District Councillor)
Chris Cussens [CC] (Clerk)

1. Apologies for absence
Craig Tribe [CT] (Treasurer)
2. Declarations of interest regarding items on the Agenda
None
3. To approve the Minutes of the PC meeting of Jul 9th, 2020
Approved
4. Matters arising from the Minutes
None
5. District and County Councillors' Reports.

5.1. SODC: [Monthly Report](#)

DT's report can be viewed in the above link. IG reported that the PC do not wish to take up the invitation for a business grant this time.

5.2. OCC

Three items were highlighted within SH's general overview:-

- 5.2.1. Schools, colleges and early years providers have been working closely with OCC to make sure that all children are welcomed back safely in September.
- 5.2.2. OCC is providing help to the visually impaired to navigate our highways and byways during the pandemic.
- 5.2.3. Children with special educational needs and disabilities (SEND) are to benefit from a new £12-million school to be built on the outskirts of Oxford

Following the two councillors' reports, IG commented that we've rather skirted around the Local Plan and Chalgrove and requested a view from both as to what they think is likely to happen, particularly in the light of the government's recent pronouncements on planning.

SH: Nothing has been decided as yet, though we are expressing all our concerns. Re Chalgrove Airfield, it has not yet been confirmed that it has been accepted into the Local Plan, though it's looking 95% likely to happen; the big sticking point is going to be Martin Baker.

DT: A fundamental problem is Martin Baker's lease, which they don't want to relinquish. A meeting might be held within the next week with James Martin, which SH will be invited to; it is very clear that MB will fight it in the courts, which would mean that if it does get the go-ahead, this would not take place for years. The key thing for us to focus on now is the actual planning application itself; what we must do is to make maximum effort to influence the planning committee, with attendance by all affected parish councils to their meetings.

IG asked whether SODC are actively promoting the alternative sites for the development (Grenoble Rd., etc.) which would remove the need for the Chalgrove development? DT responded that all we can do now is build a case against the application. SH stated that the OCC would be much more in favour of any site closer to the centre of Oxford city for infrastructure reasons.

6. Treasurer's Report (See Appendix 1 for details)

The Council approved all payments and transfers.

7. Planning (See Appendix 2 for details)

7.1. To note the responses of the Parish Council to the following applications.

[P20/S1234/HH](#) – Kingswood - Proposed car port and additional access

PC objected on May 15th. DT reported that SODC had agreed with the agent that a new application would be made once the construction of the house was complete.

[P19/S2721/FUL](#) - Land west of Fairfield

PC has objected on four dates. SODC have yet to respond, with DT reporting that the application has stalled, awaiting the outcome of an appeal on the site (see below).

[P20/S2134/O](#) – Chalgrove Airfield

The PC objected on Aug 28th. (See report in para 5 above)

7.2. To note the responses of the Parish Council to the following appeal

[P19/S0703/FUL](#) – Land west of Fairfield

PC has submitted representations on two dates. Appeal decision awaited. Originally promised mid-August but disappointingly still outstanding.

7.3. To consider the following application

[P20/S2362/FUL](#) - Rokemarsh Farmhouse

The deadline for responding is Oct 1st and IG asked that the PC should canvass views from the whole parish rather than just Rokemarsh, as it's a big and sensitive (given the history of the site) development outside the settlement boundary. It would however replace the existing unauthorised building.

8. Enforcement Investigations

[SE18/453](#) – Land west of Fairfield – under continuing investigation. Covered in para 7.2. Action delayed pending SODC decision on planning application [P19/S2721/FUL](#).

[SE16/41](#) – Lower Berrick Farm – the owner plans to comply and is in the process of doing so.

[SE20/16](#) – Well Cottage, Roke – the outbuilding is required for materials to be used in an extension for Well Cottage ([P17/S2961/HH](#)), whose permission expires in November. Provided the work on the extension commences before the expiration of the planning application the outbuilding can lawfully be used for materials storage. Once the extension is complete the outbuilding will need to be removed or be subject to a planning application.

9. Drains, sewers and Thames Water

No update is available as no investigation can be undertaken whilst the weather is dry. IG emphasised that it is crucial for everyone suffering from problems to collect and report all the evidence they can.

10. NP Revision Working Group

IG considered that the plan is in its early days, too early to require revision. The PC agreed to delay further work at present.

11. Tree Planting

MCT has been working with Richard Bisson and produced a planting proposal. As this is below the minimum the Woodland Trust will accept, it is proposed that additional trees to bring up the number will be ordered, which will be donated to the Conservation Group in Benson for Warwick Spinney. An agreed plan is to be presented at the next PC meeting.

12. Village Hall Governance and Improvements

IG reported that we are tidying up the governance, which is coming to a good resolution as the lawyers have finally moved the matter forward. However, funding for improvements from councils and the lottery is falling away as it is being redirected towards Covid; furthermore, the Bridge Club, who would also have assisted, has been closed down since March. IG doesn't think anything more can be undertaken until Covid is out of the way.

13. To approve the review of the Retention Documents and Records procedure
This had been circulated to Councillors prior to the meeting and all approved it.

14. Traffic Group Report

IG reported that the Group have sent a proposal to OCC Highways for their consent, regarding how to control the volume and speed of traffic through the Parish. They await a response. IG emphasised that no part of the proposal will be implemented without first consulting parishioners.

15. To consider any other matters the Chairman deems urgent – for information only

Following a report of a growing problem of uncollected dog poo in Roke, the PC requested that all dog owners take great care to clean up after their dogs.

16. Date of next meeting

Nov 12th, 2020

Signed Chairman

Date.....

DRAFT

Appendix 1: Responsible Financial Officer's Report

1. Bank balances as of 31st August 2020 totalled £24,174. There were three uncleared payments totalling £467.00. The total reserves of the Parish were therefore £23,707.
2. On 31st August 2020 the accounts show a surplus of income over expenditure of £1,852.
3. **Schedule of payments**

There have been no cheque payments since the last meeting.

Confirmation of the Council requested for the following online payments:

Date	Payee	Amount (£)	Purpose
14/07/2020	Water Resource Associates LLP	1,230.00	Report of flooding issues land north of Chapel Lane, Roke
25/07/2020	SODC	215.28	Dog bin emptying 1 April 2020 - 30 June 2020
25/08/2020	Martin Pugh	200.00	Replace noticeboard locks and re-site one board to village hall
25/08/2020	Dynamic Print Media Ltd	222.00	Printing for Welcome Pack

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

Date	Originator	Amount (£)	Purpose
09/07/2020	1&1 Ionos	13.19	Extra mail storage and mail business licence
19/07/2020	eBay	5.49	A4 laminating pouches
09/08/2020	1&1 Ionos	13.19	Extra mail storage and mail business licence.

There has been the following bank transfer since the last meeting.

Date	Transfer from	Transfer to	Amount £
25/08/2020	Business premium account	Community account	627.47

Planning Application Summary (10.9.20)

Click on link in Planning ID Column for SODC document

Cllr Abbreviations: CT – Craig Tribe; DB – David Bridgland; EC – Ellie Cross; IG – Ian Glyn; MCT – Mike Craven-Todd

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

Planning ID	Cllr	Location	Description	Dates	Status
P19/S2721/FUL	EC	Land west of Fairfield	Change of use of land to use as a residential caravan site for one gypsy family Additional info provided Amended plan with additional info	PC: 02.9.19 EC: 10.10.19 TD: 22.10.19 PC: 21.02.20 EC: 09.03.20 PC: 08.06.20 EC: 24.06.20	PC objected and submitted comments on <ul style="list-style-type: none"> • 27.09.19 • 06.03.20 • 09.03.20 • 01.07.20
P19/S0703/FUL	EC	Land west of Fairfield	Erection of a detached two storey 4-bedroom dwelling etc Appeal	PC: 14.05.20 TD: 01.07.20	SODC refused 16.09.19 PC submitted representations on <ul style="list-style-type: none"> • 29.06.20 • 01.07.20
P20/S1234/HH	MCT	Kingswood	Proposed car port and additional access	PC: 03.04.20 EC: 15.05.20 TD: 12.06.20	PC objected 15.05.20 SODC await house completion
P20/S2134/O	IG	Chalgrove Airfield	Residential-led mixed use development	EC: 01.09.20 TD: 09.10.20	PC objected 28.08.20
P20/S2362/FUL	CT	Rokemarsh Farm House	Demolition of existing farmhouse, barns & stables to erect two detached dwellings with garages	PC: 28.08.20 EC: 01.10.20 TD: 19.10.20	

Enforcement Investigations

Date Abbreviations: ND - Notice Date; ED - Effective date; CD - Compliance Date; TD – Target Date

Ref	Cllr	Location	Description	Dates	Status
SE16/41	IG	Lower Berrick Farm	Without planning permission, the material change of use of the Land from (1) agriculture and (2) equestrian use to use for mixed purposes	ND: 26.6.19 ED: 9.8.19 CD: 9.11.19	Enforcement Notice Served Site visit to be made when conditions permit.
SE18/453	EC	Land west of Fairfield, Roke	Without planning permission 1) the material change of use of land from woodland to equestrian use; 2) the erection of 2m fence adj to the highway; 3) the stationing of a static mobile for residential use; 4) the laying of a hardstanding; and 5) the erection of various buildings.	TD: 10.9.18	Application submitted Site visited 7 times. Now awaiting Planning Decision.
SE20/16	EC	Well Cottage, Roke	Without planning permission, the erection of an outbuilding within the curtilage of a listed building.	TD: 26.2.20	Investigation Site visited once Outbuilding is in use to store materials for work elsewhere, whose planning permission remains valid until Nov 2020. Hence this is allowed but will be monitored.