

Minutes
Berrick Salome Parish Council
12th May, 2016

The Meeting of the Berrick Salome Parish Council was held in the Village Hall, Berrick Salome, on Thursday 12th May, 2016. Present:

Ian Glyn [IG] (Chair)
Hannah Bradley [HB](Vice-chair)
Craig Tribe [CT] (Treasurer)
Steve Rhodes [SR] Councillor
David Bridgland [DB] Councillor
David Turner [DT] (District Councillor)
Steve Harrod [SH] (County Councillor; actually present at the preceding Annual Parish Meeting)
Chris Cussens [CC] (Clerk)

1. Apologies received
None
2. Re-election of officers
The existing officers were all re-elected en block.
3. To approve and sign the Minutes of the previous Parish Council meeting
The minutes of the meetings of
 - 3.1. the 3rd Mar, 2016 were approved
 - 3.2. the 26th Apr, 2016 were approved with one name corrected.
4. SH provided the annual OCC report ([click for details](#)). This was actually presented at the preceding Annual Parish Meeting and is included here to provide a full picture. Topics covered are
 - 4.1. The Year of a Thousand Cuts
 - 4.2. Subsidised Transport
 - 4.3. Children's Centres
 - 4.4. Household Waste Recycling Centres
 - 4.5. Oxfordshire Together
 - 4.6. Proposals for Unitary Council
 - 4.7. Motions tabled by your Councillor
5. DT provided District Council reports for both the year 2015/2016 (at preceding Annual Parish Meeting) and May 2016.
 - 5.1. Topics covered in the annual report ([click for details](#)) are
 - 5.1.1. General Comments
 - 5.1.2. Premises
 - 5.1.3. Committees
 - 5.1.4. Housing
 - 5.1.5. Didcot Garden Town
 - 5.1.6. Joint Working between SODC & VoWH District Councils
 - 5.1.7. Chief Executive David Buckle's replacement
 - 5.1.8. Budget
 - 5.1.9. Leisure
 - 5.1.10. Waste Management & Recycling
 - 5.1.11. Grants
 - 5.1.12. Unitary Councils
 - 5.1.13. Mobile Phone Coverage
 - 5.1.14. Actions
 - 5.1.15. South Oxfordshire is best for rural dwellers
 - 5.2. Topics covered in the May 2016 report ([click for details](#)) are
 - 5.2.1. Devolution update
 - 5.2.2. Delay to phone number change
 - 5.2.3. Good news for green fingers

- 5.2.4. Bargain bins
- 5.2.5. SODC's successful new recycling services
- 5.2.6. Planning Changes
- 5.2.7. Change to services at Abbey House
- 5.2.8. Queen's Birthday celebrations
- 5.2.9. Mobile phone coverage

DT suggested we had a meeting on this to decide where we go from here, given that we have now secured responses from all four suppliers. **ACTION** DB to arrange meeting

- 5.2.10. SODC latest grant applications

6. Matters arising from the Minutes

From meeting of 12 Nov 2015

Ref 3.3 The application form FR1 has been lodged with Land Registry and they have assigned an officer to look at our application. Because we have no supporting documentation they have stated that they will require an additional statutory declaration. This will require the services of a professional conveyancer and SR will investigate the estimated costs for this and report back to the council.

Ref 8 DT wrote to Vodafone, EE, O2 and Three early in January requesting responses to our complaints on poor reception for mobile phones; this was confined to our parish as we suffer by far the worst reception locally. He has now received responses from all 4 providers with the help of the MP's office.

Continuing activity is in hand, to be addressed by a meeting (see para 5.2.9 above).

Ref 9.5 Andy Maton is retiring from the Benson base, but still has good connections there, so suggested that our Chairman contact him to review the situation. DT provided the phone number. Ian has contacted Andy Maton who was extremely helpful; we should have no problems there. Concern was raised that children preparing for school exams (until Jun 20th) could be disturbed by flights. **ACTION** IG agreed to write to the base requesting flights be adjusted over this time.

From meeting of 14 Jan 2016

Ref 11 We have bought and installed a lockable filing cabinet in the village hall. Ian (with David Langston) has now stored archive in the cabinet.

From meeting of 3 Mar 2016

Ref 8 Thames Water Update

DB has heard from Denise Kinsella of Thames Water, who described their four stage process:-

1. Survey of flooding issues around the county
2. Two year risk assessment, due for completion Nov 2017
3. Options appraisal process, consulting with us to put plans together
4. Carry out Stage 3 plans

For stage 3, DB will be asking that they look at the size of the pipe from our village to Benson. The promised survey for residents is due to arrive by post shortly and will then request of the parishioners that they all complete and return it individually.

DB recommended that we should email parishioners at this time, encouraging them to take this very seriously especially reporting any problems in (eg) flushing loos when flooding takes place; this should increase the pressure on Thames Water to take the flooding issue more seriously.

Ref 11.3 The bend at Rokemarsh was described as an accident waiting to happen. Can safety improvements be made? IG has talked to the Highways Department who didn't think it particularly dangerous though the road signage and furniture were clearly in need for improvement. The Department promised about a month ago that changes would be made, though nothing has happened yet. **ACTION** IG to chase.

7. To receive the report from the Treasurer (See Appendix 1 for full report)
 - 7.1. The council is requested to approve Section 1 of the annual return – annual governance statement 2015-16. Copies of the draft statement have been previously distributed to members. Approval is subject to internal and external audit. The council approved Section 1 of the annual return.
 - 7.2. The council is requested to approve Section 2 of the annual return – accounting statements 2015-16. Copies of the draft statements have been previously distributed to members. Approval is subject to internal and external audit. The council approved Section 2 of the annual return.
 - 7.3. Bank balances as at 30 April 2016 totalled £11,303. There was one unpresented cheque for £100. The total reserves of the Parish were therefore £11,203.
 - 7.4. At 30 April 2016 the accounts show a surplus of income over expenditure of £3,190. This is the amount of half the annual precept. There was no expenditure in the current year up to 30 April 2016.

The meeting approved the Treasurer’s report.

8. Review of planning applications (see Appendix 2 for details)

Decisions since previous meeting:

- 8.1. Rosebank, Roke. Planning permission granted.

A Parish Council meeting was held on 26th April to consider two Roke planning applications at Roke Farm. The minutes of this meeting may be viewed [here](#), with the PC recommendations given in Appendix 2 below.

9. Date of next meeting

July 7th

10. AOB

- 10.1. A presentation of the Neighbourhood Plan status had been given by Derek Shaw at the preceding Annual Parish Meeting. It was agreed that it should be discussed at the next PC meeting.
- 10.2. The field to the north of the parish’s section of the Roke to Warborough bridleway has been sown to grass. It is believed that livestock will be put in the field meaning that the fence will be re-instated. The council in conjunction with the parish path wardens will liaise with the landowner and OCC to ensure that the 12 foot width is retained and that any fencing is not barbed. **ACTION CT.**
- 10.3. The suggestion from Guy Slocombe that we all coordinate more regarding allocation of funds from the Quarry and Relief in Need Charities was taken up by Ian. **ACTION CC** to put on agenda for next meeting.
- 10.4. We lack any village representation on the Mill Stream Surgery committee. Sarah Vaccari said she'd investigate the new regime at the Millstream day centre (not surgery) to see if there was still an expectation for us to put forward a representative.
- 10.5. HB confirmed that Dec 2017 remains the target date for hi-speed broadband to be upgraded for those parts of the parish not currently covered.

Signed Chairman

Date

Appendix 1

Responsible Financial Officer's Report

1. The council is requested to approve Section 1 of the annual return – annual governance statement 2015-16. Copies of the draft statement have been previously distributed to members. Approval is subject to internal and external audit.
2. The council is requested to approve Section 2 of the annual return – accounting statements 2015-16. Copies of the draft statements have been previously distributed to members. Approval is subject to internal and external audit.
3. Bank balances as at 30 April 2016 totalled £11,303. There was one unpresented cheque for £100 . The total reserves of the Parish were therefore £11,203.
4. At 30 April 2016 the accounts show a surplus of income over expenditure of £3,190. This is the amount of half the annual precept. There was no expenditure in the current year up to 30 April 2016.
5. Schedule of payments
Confirmation of the Council requested for the following cheque payments:

Date	Chq. no.	Payee	Amount (£)	Purpose
15/03/2016	100667	J Franklin	60.00	Hedge cutting at village hall
15/03/2016	100668	SODC	125.58	Dog bin emptying
15/03/2016	100669	OALC	78.00	Data protection and freedom of information course for parish clerk
12/05/2016	100670	Came & Company	590.20	Parish council insurance

Appendix 2: Planning Application Summary

Click on link in Planning ID Column for SODC web page which will contain any comments.

Planning ID	Location	Application	Status 10.05.16
P15/S3823/FUL	Rosebank, Roke	Demolition of existing dwelling. Erection of new dwelling with detached ancillary garage building.	Planning Permission granted 4th March 2016
P15/S4144/HH	Old Farm Cottage Roke	Conversion of existing three car barn garage into single bedroom guest accommodation.	PC notified: 28.1.16 In consultation period. SODC (and PC) are waiting for amended plans to show what is actually being proposed. SODC website still shows Target Decision date of 21.03.16
P16/S0909/LB	Graces Farm	Essential repairs to the external elevations of the building including the removal of modern, cement based materials. Replacement of two windows with French doors.	PC recommends approval. Target Decision Date 16th May 2016
P16/S1025/FUL	Roke Farm Roke	Erection agricultural buildings	PC recommends refusal. Target Decision Date 25th May 2016
P16/S1028/FUL	Roke Farm Road Running Through Roke From Roke Farm to Chapel Lane Roke	Part demolish and rebuild; conversion existing barn into 3 bed dwelling	PC recommends approval. Target Decision Date 1st June 2016
P16/S1388/HH	Cases Court	Construction of new first floor single storey infill. Internal and external alterations. New crossover and closure of existing vehicular access.	Target Decision Date 22nd June 2016