

Draft Minutes
Berrick Salome Parish Council

The Meeting of the Berrick Salome Parish Council was held in the Village Hall, Berrick Salome on Thursday 8th July 2021.

Present:

Ian Glyn [IG] (Chair)
Craig Tribe [CT] (Treasurer)
Mike Craven-Todd [MCT] (Councillor)
Freddie van Mierlo [FvM] (County Councillor)
David Turner [DT] (District Councillor)
Chris Cussens [CC] (Clerk)

1. Apologies for absence

Ellie Cross [EC] (Councillor), David Bridgland [DB] (Councillor)

IG noted that the meeting was quorate notwithstanding the unavoidable absences.

2. Declarations of interest regarding items on the Agenda

None

3. To approve and sign Minutes of the PC meeting of May 6th, 2021

Approved

Matters arising from the Minutes

a) Para 6: Re the PC request to DT that he would support a motion to use the former Crowmarsh SODC site to address the shortfall in traveller sites in the district, DT said that SODC would react to a planning application on the site rather than pro-actively promote it as a traveller site. He explained that he could not support this that as (a) he sits on the planning committee and couldn't pre-judge himself and (b) he would like to see any application so that it could be judged on its merits.

b) Para 11: Re the current gap in the hedge, it was agreed that nature should take its course and fill the gap with brambles etc.

4. County and District Councillors' reports

4.1. SODC. [Monthly Report](#)

IG asked how the withdrawal of the Chalgrove Airfield application affects the 5-year housing supply situation. DT responded that the 5-year housing supply situation is robust, even without Chalgrove Airfield proceeding.

4.2. OCC. [Monthly Report](#)

IG introduced the new Councillor, Freddie van Mierlo, and proposed a vote of thanks to his predecessor, Steve Harrod, who had provided the PC with excellent support; this was endorsed by all.

FvM reminded us of the May election results, which can be viewed [here](#). He advised that the most relevant cabinet members for our Parish are [Tim Bearder](#) for Highways, [Duncan Enright](#) for travel, [Pete Sudbury](#) for climate and the leader [Liz Leffman](#). FvM described his own role as a back-bencher looking after 16 parishes.

He advised that applications to the Councillor Priority Fund are now open. This is a fund of £15,000 to be used over two years on projects in Chalgrove and Watlington division, on which he urged parishes to apply early and he confirmed that he would encourage the spend of money as early as possible.

He also announced that work is under way on traffic calming and 20mph zones. The council is working on a new approach, that will streamline the process drastically, involving a collective application of multiple villages / roads at the same time. Parishes will be invited towards the end of this year to take part.

FvM stated that he would be happy to add recipients for his newsletter to his email list; just request this from freddie.vanmierlo@oxfordshire.gov.uk and he would be happy to receive communication on issues direct from parishioners as well as via the PC.

5. Treasurer's report (See Appendix 1 for details)
The Council approved all payments and transfers.
6. Planning (See Appendix 2 for details)
 - 6.1. To consider the following application
[P21/S2750/FUL](#) - Myrtle Cottage; addition of solar panel to garage roof. - PC supported.
 - 6.2. To note the following applications awaiting decision by SODC
[P21/S0105/FUL](#) - Creation of a new roundabout on the B4009 – No change since our Feb comments
[P21/S0676/RM](#) - Reserved matters application for the development of 240 dwellings – No further comments
[P21/S0882/O](#) - Up to 19 dwellings on land adjacent to The Orchard – CT advised that the planning officer was still considering his response. OCC had submitted a detailed response which can be viewed on the website. This was largely supportive of the application. IG raised the point the PC made in their earlier comments about the proposed footpath being a danger to walkers, horse riders, cyclists and other road users. IG asked if FvM could take this up with Highways and suggested a field visit so that FvM could properly understand the situation. FvM agreed to this and it was agreed that FvM, IG and DT would make this visit immediately after the meeting.
 - 6.3. To note the decisions of SODC on the following
[P21/S0454/HH](#) – The Ramblers, Roke - Approved
[P19/S2721/FUL](#) - Land north of Chapel Lane Roke – Refused; see under Enforcement (para 7)
[P21/S1833/HH](#) – Farriers Cottage - Approved
 - 6.4. To note the following application has been withdrawn prior to notification.
[P20/S2134/O](#) - Chalgrove Airfield Chalgrove OX44 7RJ
 - 6.5. New Applications, arriving after Agenda issued
[P21/S2791/FUL](#) - Two storey detached dwelling in Land between The Smokehouse and Shepherds Cottage. The designated councillor for this location, MCT, requested to not handle the application as he lived adjacent to it, so IG offered to handle it instead, which was accepted.
[P21/S3033/LB](#) – Church Cottage removal of kitchen wall.
7. Enforcement investigations (See Appendix 2 for details)
The following enforcement investigations are showing as ongoing on the SODC website.
[SE16/41](#) – Lower Berrick Farm - CC reported that the clearance is scheduled to be completed this month
[SE18/453](#) – Land north of Chapel Lane Roke – CT advised that the case officer was progressing with this investigation. IG stated that we were disappointed with poor communication within SODC: enforcement had not heard that the application had been refused until we told them. DT agreed to look into that. CT said that the enforcement case officer was on leave when the application was decided and that this could be the reason for the breakdown in the communication of the decision. DT
[SE20/16](#) – Well Cottage, Roke - No change; still awaiting sale of house first.
[SE21/137](#) – Little Acre, Roke - A report is in preparation within SODC.
8. Drains, sewers and Thames Water
DB was unable to attend the meeting, so provided his report as Appendix 3.
IG reported that OCC had fixed the flooding on the road at Berrick Littleworth, for which the PC are most grateful. FvM was requested to pass on our thanks to Jamie Raffell of OCC. FvM
9. Hedge Laying
IG reported that the hedge outside the Village Hall is complete and only requires maintenance.

10. Dog Waste Bins

CT advised that a new contractor had been instructed, Pet Waste Solutions. They got off to a less than impressive start with two bins missed and a parishioner’s grass verge driven over. CT had spoken to them and they have apologised.

11. Village Hall Governance

IG reported that we are still waiting for a new bank account to be opened.

12. Traffic Group Report

IG briefed FvM on the reason for the group – increased volume and speed of traffic through the village, resulting from the new housing in Benson.

An overview document is being prepared, detailing all of the proposals that have been developed in consultation with OCC Highways. This will be circulated to all parishioners as soon as it’s finished, and budget costs identified. A questionnaire will also be circulated in September to identify the level of support for the different measures that have provisional approval from OCC.

The option for 20mph limits was recently explored but due to the high rate of speeding at present, any 20mph change would require to be a “20mph Zone” complete with measures to ensure compliance, such as speed humps, additional pinch points, etc. This would make it prohibitively expensive. This is current OCC policy and as 20mph limits have good support amongst some Councillors, the policy may change and perhaps funding put in place to make this worth revisiting in a few years.

FvM talked of new initiatives re 20 mph limits:-

- 1) OCC are conscious of the cost and general difficulty of introducing 20 mph limits but keen to support PCs who wish to see them introduced (where appropriate)
- 2) To that end they intend to join together an application from such councils as a block. They intend to do this later this year and see it as an economical way of progressing.
- 3) They are conducting an experiment in Cuxham to evaluate the effectiveness of low-cost implementation ranging (in stages) from just supplying appropriate signage through road narrowing via planters to the more egregious structures towards which we have been directed hitherto. He promised to keep us informed as this progresses and make sure Jonathan Beale is similarly kept informed.

IG requested that FvM would brief Jonathan Beale on the above initiative as he may not have heard of it.

FvM

13. Parish Settlement Road Signs

IG reported that the agreed changes would be implemented as part of the Traffic group changes.

14. Gigaclear cabling placement

CC reported that Gigaclear have accepted that they need to correct their maps, giving end-June as the date for completing this. As it hasn’t happened, CC agreed to chase them.

CC

The status of the cable re-siting at the Jakemans corner was also unclear and CC agreed to investigate.

15. To consider any other matters the Chairman deems urgent arising since the preparation of this Agenda – for information only

Marian Shaw introduced the nation-wide **Queen’s Green Canopy** project – in effect, a project for planting trees or hedges to commemorate her Platinum Jubilee next year (popularly known as **Plant a Tree for the Jubilee**).

MCT agreed to investigate how the PC’s existing Tree Project could be combined with this.

MCT

16. Date of Next Meeting

Annual Parish Meeting (APM) Sep 9th 7.30pm. Next PC Meeting: to immediately follow APM.

Signed Chairman

Date.....

Appendix 1: Responsible Financial Officer's Report

To Parish Council meeting Thursday 8th July 2021

1. Bank balances on 30th June 2021 totalled £27,253. There was one uncleared item for £233. The total reserves of the Parish were therefore £27,020.
2. On 30th June 2021 the accounts showed a surplus of income over expenditure of £4,061.
3. **Schedule of payments**

There has been no cheque payments since the last meeting.

Date	Chq. no.	Payee	Amount (£)	Purpose

Confirmation of the Council requested for the following online payments:

Date	Payee	Amount (£)	Purpose
10/05/2021	Came and Company	532.80	Insurance 01/06/2021 to 31/05/2022
09/07/2021	Earth Anchors Ltd	232.74	Dog waste bin

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

Date	Originator	Amount (£)	Purpose
11/06/2021	ICO	35.00	Data protection fee
27/05/2021	1&1 Ionos	13.19	Extra mail storage and mail business licence
23/06/2021	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 £
10/05/2021	Business account Premium	Community account	293.00

Planning Application Summary (08.07.21)

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 SODC refused 13.05.21
P20/S2134/O	IG	Chalgrove Airfield	Residential-led mixed use development	EC: 01.09.20 TD: 16.04.21	PC objected 28.08.20 Withdrawn 21.05.21
P21/S0105/FUL		Land at and adjoining the B4009 North East of Benson	Creation of new roundabout	PC: 05.01.21 EC: 09.02.21 TD: 02.03.21	PC commented 02.02.21 Site visited by FvM, DT and IG on 08.07.21
P21/S0454/HH	DB	The Ramblers Roke	Two storey rear and side extension, with new pitched roof over existing and proposed extension. Single storey front extension.	PC: 28.01.21 EC: 10.03.21 TD: 25.03.21 Amended 21.04.21	PC to consider on 11.03.21 PC did not support or object to this application and recommended a site visit from the Planning Officer, 15.03.21 SODC approved 17.05.21
P21/S0676/RM (BEN/03/04)		Land to the north east of Benson to the north of Watlington Road/The Sands (B4009) and east of Hale Road	Reserved matters application for the development of 240 dwellings	PC: 03.03.21 EC: 31.03.21 TD: 31.05.21	PC accepted that the development will go ahead and made comments about this reserved matters application, 31.03.21
P21/S0852/FUL	MCT	Shepherds Cottage & Barn	Move vehicular access	PC: 12.04.21 EC: 14.05.21 TD: 02.06.21	PC commented but did not object 12.05.21 SODC approved 21.06.21
P21/S0882/O		Land adjacent to The Orchard	Up to 19 extra dwellings	PC: 12.03.21 EC: 10.04.21 TD: 10.04.21	PC objected 14.04.21
P21/S1833/HH	MCT	Farriers Cottage, BS	Replacement entrance porch	PC: 05.05.21 EC: 26.05.21 TD: 14.06.21	PC did not object 24.05.21 SODC approved 29.06.21
P21/S2750/FUL	IG	Myrtle Cottage	Addition of solar panels to approved plans	PC: 24.06.21 EC: 22.07.21 TD: 10.08.21	PC supported 08.07.21
P21/S2791/FUL	IG for MCT	Land between The Smokehouse and Shepherds Cottage	Two storey detached dwelling...	PC: 05.07.21 EC: 05.08.21 TD: 13.08.21	
P21/S3033/LB	IG	Church Cottage	Removal of wall in the kitchen	PC: 07.07.21 EC: 05.08.21 TD: 27.08.21	

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: 26.06.19 ED: 09.08.19 CD: 09.11.19	Enforcement Notice Served. Much of the containers and horseboxes have been removed with the remainder agreed to be removed in July. A site visit will take place then.
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: 10.09.18	Application submitted Site visited 7 times.
SE20/16	EC	Well Cottage, Roke	Without planning permission, the erection of an outbuilding within the curtilage of a listed building.	TD: 26.02.20	Site visited twice 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. Completion awaits sale of house.
SE21/137	DB	Little Acre, Roke	Without planning permission, the material change of use of agricultural land to residential land and erection of an outbuilding	TD: 06.05.21	Site visited 26.05.21 SODC report in preparation.

Appendix 3: Drains, Sewers and Thames Water – David Bridgland

- The work to line a total of 106 metres of sewer between the Roke/Rokemarsh T-junction and the sewage pumping station in Rokemarsh, and seal three manholes, which were allowing significant amount of water in, was planned for the week commencing 24 May. Because of high ground water levels this was postponed, and the work was completed on 17 June by Thames Water's contractor, McCallisters.
- Thames Water have said that they plan to identify more infiltration points during their Groundwater Impacted Systems Management Plans (GISMPs) which they are developing by region, ours being in and around Benson. These plans will set out their short, medium and long-term approach for managing groundwater in Thames Water's systems. They say they "are working with the Environment Agency to agree a phased approach to producing the plans and are working on various workstreams that will inform these reports."
- I have asked for more details, in particular the timing of this work, and will share it once received.