

Draft Minutes
Berrick Salome Parish Council

The Meeting of the Berrick Salome Parish Council was held in the Village Hall, Berrick Salome on Thursday 11th Nov 2021.

Present:

Ian Glyn [IG] (Chair)
Ellie Cross [EC] (Vice-chair)
Craig Tribe [CT] (Treasurer)
Mike Craven-Todd [MCT] (Councillor)
David Bridgland [DB] (Councillor)
Freddie van Mierlo [FvM] (County Councillor)
Chris Cussens [CC] (Clerk)

1. Apologies for absence

David Turner [DT] (District Councillor)

2. Declarations of interest regarding items on the agenda

None

3. To approve and sign Minutes of the PC meeting of Sep 9th, 2021

Approved

a. Matters arising from the Minutes

Re item 15, CT has applied for a grant for a laptop and free-standing screen, for which funding will become available on Nov 22nd. Our application will be carried forward.

In a previous minute, we noted that Rob Marsh had moved off the PAGE committee, so the PC agreed a vote of thanks to Rob for working so hard and successfully on it.

4. Summary of Update Meeting with MP

A meeting was held on Oct 4th with John Howell as part of his efforts to meet Parish Councils in his constituency. To date, we have not received feedback from JH on the report we produced, but we would be happy to provide a copy of it to any parishioners who request it from the Clerk.

The matters we raised are listed in Appendix 3.

5. County and District Councillors' Reports

5.1. County Council. [Monthly Report](#)

FvM described OCC's proposed approach towards making 20mph the new 30mph for Oxfordshire Communities, covering application, eligibility, funding, enforcement, etc. The full detail can be viewed on the OCC website [here](#).

He recommended that interested parishes should get their applications in sooner rather than later; it is acceptable to make a basic application initially and build on it later. This topic was covered more fully under item 9 below.

5.2. District Council. [Monthly Report](#)

DT reminded us that he has £5000 available to allocate under his personal grant scheme. There are also two other schemes available, described in his report, viz the Revenue Grant Scheme and the Capital Grant Scheme.

6. Finance (See Appendix 1 for details)

6.1. Treasurer's report

The Council approved all payments and transfers.

6.2. To redesignate the Legal Fees Reserve as the Legal and Professional Fees Reserve

Approved by the Council.

6.3. To agree an increase in the legal and professional fees reserve

Approved by the Council. IG also raised the possibility of an appeal in Roke and suggested to the Council that they should contribute something towards that appeal, restricting this to 10% of the

likely overall cost up to a maximum of £5000. IG is currently not seeking agreement to that suggestion.

6.4. To discuss the quotation for cutting the allotment hedge

The PC agreed to proceed with the quotation this time but hoped that it would be cut low enough for parishioners to be able to maintain it themselves thereafter.

7. Planning Decisions and Applications (Appendix 2)

a. To consider the following applications

[P21/S4214/FUL](#) – New dwelling adjacent to Stonehaven

Following a full discussion, including a statement from the applicant, the Council voted to object to this application.

b. To note the decisions of SODC on the following

[P21/S3899/HH](#)- Extension at 4 Weller Close - Approved

[P21/S2791/FUL](#) - Land between The Smokehouse and Shepherds Cottage - Approved

[P21/S0882/O](#) - Up to 19 dwellings on land adjacent to The Orchard - Refused

CT to write to SODC making the point that we were surprised that the effect that the application would have on the coalescence between Benson and Rokemarsh was not referred to in stronger terms in the officer's report.

[P21/S0676/RM](#) - Reserved matters application for the development of 240 dwellings - Approved

8. Enforcement investigations

a. The following investigations are showing as ongoing on the SODC website.

[SE18/453](#) – Land west of Fairfield. Enforcement action is ongoing.

[SE21/137](#) – Little Acre, Roke

A draft report has been prepared and was with the head of enforcement.

b. The following case has been closed

[SE16/41](#) – Lower Berrick Farm

9. Traffic

Ian Kirkwood (IK) reported that 73 parishioners (a very high response rate of 45% of the parishioners consulted) had responded to the online traffic survey. The results are summarised in Appendix 4 along with the recommendations of the Traffic Group.

As a result of the above, IG suggested that we issue a note to all parishioners saying that as a result of the survey, we would

1. Apply to introduce the 20mph limit
2. Install the gateways and horse signs

IK to provide a draft of the traffic group's recommendation and IG to circulate a note to Parishioners reporting that the PC had decided to support the recommendation and would be actioning the initiatives proposed.

IG raised one other point about traffic. There is a dangerous situation at night when pedestrians walk along the roads without any form of lighting; drivers can have real difficulty in seeing them, particularly when there is oncoming traffic. IG wanted to remind parishioners to make sure they carry and use torches at night so they can be safely seen in the dark.

10. Environment

10.1. Tree Planting

MCT reported that the tree order should be delivered within a week. Once they have arrived, he'll send round an email to the parish requesting help in planting them, possibly over the last weekend in November.

10.2. Drains, sewers and Thames Water

DB reported that as there have been no problems in recent months, there are currently no issues to be taken up with Thames Water. DB agreed to remind Thames Water of their statement that the best time to survey the drains for leakages was before the water table had risen too much for cameras to be effective.

10.3. Climate and Ecological Emergency (CEE) Bill (Appendix 5)

Following discussion on how we should handle this, action was deferred to item 10.4.

10.4. Secondment of Parishioner to assist and guide the PC on environmental matters

Nick and Emma Everard kindly agreed to step forward for this role and would brief and advise the Council on the CEE Bill.

11. [Join Us](#) - Offers of help to the Council and villages

CC reported that he had only heard that one person had volunteered to date. This is Amanda Moser, who has kindly offered to join the Village Hall team and has been warmly welcomed by VHMC. CT reported that Andrew Goss had also volunteered to help with the Jubilee Celebrations. Following discussion on the best way to attract volunteers, EC and Sue Lyons kindly agreed to work together on a campaign to attract more.

EC, SL

12. Queen's Platinum Jubilee Celebrations

It was agreed that we would continue to look for volunteers, building on item 11 above.

13. Village Hall Status

IG reported that the Bridge Club are facing a post-Covid situation where online bridge is increasing, so use of the Hall is reducing. As a result, we must rely less on the club for ongoing support.

One of our plans is to move the entrance to the hall to the bend, with associated landscaping, making it look more attractive, with the aim of slowing traffic as it passes by. We received a grant from SODC for undertaking this work, which if not spent soon, will have to be repaid. We received a quote in November 2019 for doing the work of £7750, excluding landscaping; since the date of the quote, costs will have increased, so we should allow a further £1000. The grant we have received from SODC is £1970. So we have a choice of finding the extra money to proceed or returning the grant to SODC.

IG asked for a view as to whether it is worth spending the extra c£6780 of our money to proceed. IG's own view is that it is worth spending this to make the area look more attractive, with the bonus of slowing down passing traffic. FvM indicated that he would look favourably on an application to his CPF for funds to complete this.

IG

The PC agreed to continue with this project.

14. Gigaclear cabling placement

CC reported that this has low priority with Gigaclear, who have yet to correct their maps.

15. To consider any other matters the Chairman deems urgent

None

16. Date of Next Meeting

Jan 13th, 2022

Appendix 1: Responsible Financial Officer's Report

To Parish Council meeting Thursday 11th November 2021

1. Bank balances on 31st October 2021 totalled £31,666. There were no uncleared items. The total reserves of the Parish were therefore £31,666.
2. On 31st October 2021 the accounts showed a surplus of income over expenditure of £8,707.
3. **Schedule of payments**

There have 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
03/11/2021	SODC	82.80	Dog bin emptying 01/09/21-30/09/21
08/11/2021	Azalea Landscapes	1,850.00	Grass cutting 16 cuts @ £100 and weed killing £250

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

Date	Originator	Amount (£)	Purpose
23/09/2021	1&1 Ionos	13.19	Extra mail storage and mail business licence
27/10/2021	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 £
07/11/2021	Business Premium account	Community account	1,000.00
07/11/2021	Community account	Business Premium account	3,711.94

4. Legal Fees Reserve

The Council is requested to amend the designation of the above reserve to Legal and Professional Fees reserve. This more accurately reflects the intended use of the money.

5. Increase in Legal and Professional Fees Reserve

The Council is requested to agree a transfer of £3,500 from the General Reserve to the Legal and Professional Fees Reserve. The reserve is currently £1,500 and this will increase it to £5,000. This is to provide finance for a contribution towards possible fees towards in connection with planning matters. The contribution will be limited to £5,000.

6. Allotment hedge cut

A quotation for the cutting of the hedgerow in the allotments facing the West End Cottage fence has been obtained from Azalea Landscapes for £380. The work was previously carried out in

February 2020 when the cost was £440. This did include some additional tree pruning. If this work is performed it is thought that the height of the hedge could be maintained by regular local 'labour'.

The Council is asked whether they wish to accept this quotation.

DRAFT

Appendix 2: Planning Application Summary

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
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 SODC approved 12.10.21
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 SODC refused 04.11.21
P21/S2791/FUL	(IG)	Land between The Smokehouse and Shepherds Cottage	Two storey detached dwelling...	PC: 05.07.21 EC: 05.08.21 TD: 13.08.21	PC supported 03.08.21, requesting SODC take 9 points into consideration. Amended 09.09.21 SODC approved 05.11.21, with conditions
P21/S3899/HH	MCT	4 Weller Close	Proposed single storey rear extension and proposed front dormer window to existing house	PC: 16.09.21 EC: 09.10.21 TD: 04.11.21	PC supported 06.10.21 SODC approved 03.11.21
P21/S4214/FUL	MCT	Land adjacent to Stonehaven	Erection of a single detached dwelling	PC: 11.10.21 EC: 15.11.21 TD: 26.11.21	PC objected 11.11.21

Enforcement Investigations

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

Ref	Cllr	Location	Description	Dates	Status
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.
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

Appendix 3: Matters Raised with John Howell, MP on Oct 4th

From minutes item 4

- Intentional Unauthorised Development (IUD) in Roke and SODC's lack of enforcement hitherto, following refusal of retrospective Planning Application
- Local Council's inability to deliver on certain aspects of their responsibilities (including planning, enforcement and Care) due to apparent lack of resource following many years of budget cuts
- Lack of any joined-up thinking relating major developments particularly in relation to supporting infrastructure
- Concern about increases in traffic through our lanes - support for OCC's 20 mph initiative in this regard
- Continuing concern re Chalgrove
- Thames Water's inability to remedy water ingress into the foul drainage system in the Parish and consequential overflow of sewage
- Next steps for Neighbourhood Plan.

Appendix 4: Online Traffic Survey

Results

Number of parishioners responding to Questionnaire was 73 (a very high response rate of 45% of the parishioners consulted).

1. Are you concerned with traffic levels and speed through our villages? **97% Yes**
2. Do you feel the situation will worsen as new properties are built? **99% Yes**
3. Do you currently feel safe walking, walking with children or elderly, riding a horse or cycle in the village without calming restrictions? **75% No**
4. Would you support measures to reduce traffic levels and speed? **97% Yes**
5. Would you support a contribution to the cost? **69% Yes, £187 average**
6. Would you support;
 - a. Village Gates **93% Yes**
 - b. Horse Sign **93% Yes**
 - c. Weller Close Parking Build Out **77% Yes**
 - d. Reduction to 20mph **94% Yes**

Recommendation to PC – Traffic Group

20mph Zone- Propose that our villages are put forward for the 30mph reduction to 20mph. This should be fully funded by OCC.

Over the next 4-5 years, 20mph will become the norm in small Oxfordshire villages in line with recent policy change.

We are well placed to push ourselves to the front of the queue, as we've already got high village support from our questionnaire (94% of respondents support the reduction to 20mph). Also, without footpaths, with children, walkers, horses using the lanes, we have a strong case to make.

- Gateways & Signs – I think there is suitable support (93%) and we should move fast to secure the available (£5k) funding that needs to be used this year, as recommended by Freddie Van Mierlo.
- Weller Close Sheltered Parking with Build-out – There is a lower (still 77%) level of support. I think in the light of items gateways being proceedable, this should sit on the back burner for now.

Actions – Agree final details with JB and get the Gateways/Horse sign quoted. Installation at 50% reduction, design costs by OCC. Plus £5k (50% contribution). FVM was to clarify.

Start OCC 20mph online application and respond quickly to put ourselves forward for the first phase.

Appendix 5 : Motion to Support the Climate and Ecological Emergency Bill

Preamble

The Climate and Ecological Emergency Bill is a private members' bill with cross-party support of more than 110 MPs and a growing number of local councils around the country.

It would enshrine in law a commitment to deliver policy and action in line with the latest science - and with our Government's own ambitions. It is the only proposed legislation which addresses the interconnected crises in climate and nature, with annual legally binding targets to keep us on track.

This Council resolves to:

1. Support the Climate and Ecological Emergency Bill;
2. Write to our local MP urging them to support the Bill and
3. Notify the Oxfordshire CEE Bill Alliance (Zero Hour Oxfordshire) of this motion by signing the Open Letter: <https://www.cebillaallianceoxon.co.uk>