

Minutes
Berrick Salome Parish Council

The Meeting of the Berrick Salome Parish Council was held in the Village Hall, Berrick Salome on Thursday 13th Jan 2022.

Present:

Ian Glyn [IG] (Chair)
Ellie Cross [EC] (Vice-chair)
Craig Tribe [CT] (Treasurer)
Mike Craven-Todd [MCT] (Councillor)
David Turner [DT] (District Councillor)
Chris Cussens [CC] (Clerk)

1. Apologies for absence

David Bridgland [DB] (Councillor)
Freddie van Mierlo [FvM] (County Councillor)

2. Declarations of interest regarding items on the agenda

None

3. To approve and sign Minutes of the PC meeting of Nov 11th, 2022

Approved

a. Matters arising from the Minutes

Re item 7b, CT wrote to SODC re coalescence between Benson and Rokemarsh. They replied that they consider that there is a danger of speculative infill development if the settlement covers too wide an area. They therefore did not draw on the coalescence argument as part of their decision but may be able to use this in any appeal.

Re item 10.2, DB wrote to Thames Water suggesting they place cameras down drains and they replied that they will await any further problems as the drains appear to be working.

Re item 12, EC reported that after a successful WhatsApp canvass, 8 parishioners have come forward and a Jubilee committee has been formed.

Re item 13, IG stated that work had started on the new entrance to the Village Hall car park. In due course, we will be seeking help from parishioners on landscaping the area around the Hall.

Re item 3a, CT advised that we are still awaiting funding approval for the laptop and screen.

Re item 6.4, CT advised that the hedge cutting is due for completion by the end of January.

4. County and District Councillors' Reports

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

As FvM was unable to attend, he provided the following update: Geoff Arnold has agreed to include the Braze Lane junction 30mph extension in the planning application for OCC's part of the Benson relief road (since they weren't able to include it in the changes made associated with the roundabout).

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

DT provided us with his report for mid-January, available via the link above.

5. Finance (See Appendix 1 for details)

5.1. Treasurer's report

The Council approved all payments and transfers.

5.2. Approve the 2022-23 budget and precept request

Approved by the Council.

5.3. To approve a donation of £150 to Oxfordshire South and Vale Citizens Advice

Approved by the Council.

6. Planning Decisions and Applications (Appendix 2)

a. To note the following applications awaiting decision by SODC

[P21/S4214/FUL](#) - New dwelling adjacent to Stonehaven. The PC have opposed this.

[P21/S4796/FUL](#) - Replacement of the existing dwelling (Stonehaven) and garaging and the relocation of the highway access. PC: No Objection.

b. To note the decision of SODC on the following

[P21/S4804/HH](#) - Two and single storey rear extension, En-Dah-Win. - Approved.

c. To consider the following applications

[P21/S5091/LDP](#) - Provision of a twin unit mobile home, Roke Farm

The PC received a copy of the above Planning Application for a certificate of lawful development and note that we are not required to or invited to comment on it.

The matter was, however, brought up for information and some parishioners expressed a few matters of practical concern. The PC suggested that they should correspond directly to SODC expressing those concerns, so that the LPA could be fully informed when considering the grant of the certificate.

No doubt they will deal as appropriate with any such communication.

[P21/S5113/HH](#) - Replacement greenhouse, Little Frogs. The PC agreed to submit a comment of no objection.

d. Planning appeals re Land north of Chapel Lane and Primrose View, Roke

IG reported that SODC had issued two enforcement notices and that the applicant had appealed to the Planning Inspectorate against the enforcement notices and the refusal of the planning application. The BRAID Committee, which has been formed under the auspices of the PC to respond to any intentional unauthorised development, have arranged a meeting with SODC to decide whether it should make a Statement to the Inspector or apply for "rule 6" representation and would offer appropriate advice to the PC after that meeting. It was noted that a rule 6 representation would involve the cost of a supporting barrister which would necessarily involve the provision of funding from parishioners. The PC confirmed its offer to match any sums so raised by 10% of the amount raised up to a maximum contribution from the PC of £5,000.

e. To agree on Parish consultation of planning applications

The PC confirmed their earlier agreement that all planning applications which involve consultation should be issued to all parishioners.

7. Enforcement investigations

As SODC have ceased reporting these on their website and will not be providing us with updates, they will not appear on our agenda in the future. Enforcement actions will continue to be reported.

8. Approve revised Risk Assessment

Approved

9. To agree the revised Financial Regulations for the council

Agreed

10. Traffic

Ian Kirkwood reported that the online application for the reduction from 30mph to 20mph was made on 18th November. He hopes that we can get our villages onto the Phase 1 programme, as our recent survey was already in place and proved the very high level of support. The Cuxham 20mph trial has already commenced.

The village gates await the OCC contractor quote that has been outstanding since 22nd November. Jon Beale at OCC Traffic has been chased as we need to secure the funding (50% up to £5k) from Lee Turner by end March. Freddie Van Mierlo has also been trying to push things along.

Anticipated costs £7.5k to £10k for the gates and horse sign.

11. Environment

11.1. Tree Planting

MCT reported that the tree planting had taken place in November. (See [website](#) for pictures).

Nick Everard reported that he and CC had taken part in an online session with the [Oxfordshire Treescape Project](#). In about three weeks' time, the OTP will provide the parish with a map identifying opportunities for tree planting within the parish, free of charge. The map will be provided to the PC once available.

NE/CC

Following this up, IG suggested that the PC offer every one of the 127 properties in the Parish the chance to sponsor a tree. He suggested that we seek someone to own this as a project, which could be linked to the upcoming Platinum Jubilee celebrations.

IG

11.2. Drains, sewers and Thames Water

Covered in para 3a.

12. Queen's Platinum Jubilee Celebrations

One meeting of the Jubilee committee has already taken place and another is scheduled for Jan 25th. As soon as the plans have been firmed up, they will be shared with all parishioners via the parish email and local WhatsApp groups. Marian Shaw requested that the Jubilee Team work with her to coordinate events with Church services and EC agreed with this. EC recommended use of WhatsApp to keep everyone aware of progress on the project. As a result, CC has invited Berrick Prior residents to set up a group, to complete WhatsApp coverage for parishioners in all four settlements of the parish.

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

CC reported that we've attracted no new volunteers. EC recommended that we continue to pursue this via WhatsApp (see para 3a).

14. Village Hall Status

IG reported that the documents for the reconstitution of the Village Hall have finally been signed. Work is under way on the new car park entrance and work will continue towards the hall itself to make the road frontage attractive.

15. To consider any other matters the Chairman deems urgent

None

16. Date of Next Meeting

Mar 10th, 2022

Appendix 1: Responsible Financial Officer's Report

Responsible Financial Officer's Report

To Parish Council meeting Thursday 13th January 2022

1. Bank balances as of 31st December 2021 totalled £30,074. There were no uncleared items. The total reserves of the Parish were therefore £30,074.
2. On 31st December 2021, the accounts showed a surplus of income over expenditure of £7,115.16.
3. **Schedule of payments**

Confirmation of the Council requested for the following cheque payments:

Date	Chq. no.	Payee	Amount (£)	Purpose
02/12/2021	100784	BS & T Tuckwell	70.00	Christmas tree
06/12/2021	100785	Roy Troth	420.00	Playground grass cutting

Confirmation of the Council requested for the following online payments:

Date	Payee	Amount (£)	Purpose
06/12/2021	JP & S Lyons	35.47	Star and lights for Christmas tree
16/12/2021	Roger Smith	50.00	Internal examination 2020-21 accounts
14/01/2022	The Play Inspection Company Ltd	83.40	Annual playground inspection

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

Date	Originator	Amount (£)	Purpose
23/11/2021	1&1 Ionos	70.79	Extra mail storage and mail business licence plus domain names x 3
23/12/2021	1&1 Ionos	13.19	Extra mail storage and mail business licence

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

Date	Transfer from	Transfer to	Amount £
10/12/2021	Business Premium account	Community account	596.26

Budget and precept 2022-23

I have prepared a draft budget which has been circulated to the councillors. This proposes a Band D charge of £55.26 which is the same as the 2020-21 charge.

The total precept requested will be £9,555 (2020-21: £9,395) which is an increase of 1.7%. The increase is because the number of council tax payers in the parish has increased since last year.

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/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 14.11.21
P21/S4796/FUL	MCT	Stonehaven	Replacement of the existing dwelling and garaging and the relocation of the highway access.	PC: 11.11.21 EC: 06.01.22 TD: 28.01.22	PC has no objection 21.12.21
P21/S4804/HH	IG	En-Dah-Win Green Lane	Two and single storey rear extension	PC: 11.11.21 EC: 08.12.21 TD: 06.01.22	PC supported 03.12.21 SODC approved 06.01.22
P21/S5091/LDP	DB	Roke Farm Roke	Provision of a twin unit mobile home	PC: 03.12.21 TD: 28.01.22	
P21/S5113/HH	MCT	Little Frogs	Replacement greenhouse	PC: 06.12.21 EC: 23.01.22 TD: 31.01.22	PC has no objection 14.01.22

Enforcement Notices

Two separate notices were served on Primrose View, Roke on Dec 8th

Consultations

Website	Location	Description
P19/S2721/FUL - BES	Land north of Chapel Lane	Change of use of land to use as a residential caravan site for one gypsy and traveller family, including retention of two caravans with associated concrete hardstanding, stables, dog kennels, timber fencing, entrance gates and brick piers
P21/S5355/DA - BES	Primrose View Roke	Without planning permission, the undertaking of building, engineering and other operations, comprising of i) the construction of a concrete mobile home base, brick skirt and steps in the approximate location shown coloured blue the Layout Plan; ii) the erection of pillars and entrance gates exceeding 1m in height adjacent to the highway, in the approximate location shown coloured green on the Layout Plan; iii) the laying of a hardstanding, in the approximate location shown hatched black on the Layout Plan; iv) the installation of outdoor lamp standards, in the approximate locations shown coloured purple on the Layout Plan; and v) the erection of three buildings.
P21/S5358/DA - BES	Primrose View Roke	Without planning permission the material change of use of the Land from unmanaged woodland to a residential caravan site, by the stationing of a static mobile home and a touring caravan for residential use by persons claiming gypsy traveller status.