

Minutes
Berrick Salome Parish Council

The Meeting of the Berrick Salome Parish Council was held by video on Thursday 9th July 2020.

Present:

Ian Glyn [IG] (Chair)
Ellie Cross [EC] (Councillor)
Craig Tribe [CT] (Treasurer)
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

None

2. Declarations of interest regarding items on the Agenda

None

3. To approve the Minutes of the PC meeting of May 14th, 2020

Approved

4. Matters arising from the Minutes

CT has spoken to SODC about dog waste collection and they will review the current position.

DT drew to the meeting's attention that the grant we have been awarded for Village Hall car park improvement is time limited. CT has been in touch with SODC, who stated that it is set for one year, but can be extended.

MCT has discussed the Tree Planting project with Richard Bisson and they have agreed to reconvene in the autumn to consider the next step. He will report at the next meeting.

5. District and County Councillors' Reports.

5.1. SODC: [Monthly Report](#)

DT advised that part of the Chalgrove Airfield application, submitted by Homes England at the last minute, includes land to the west of Chalgrove, which has a planning application for 200 homes approved. DT finds this position confusing and will be seeking to clarify with the SODC officers.

IG asked what SODC's attitude is to the fact that there is now an application which is probably to be heard in advance of the inspection? DT has already asked this question and will keep the PC informed once he hears back.

DT agreed to keep the PC informed re the nature of these 200 houses and their relationship within the overall Airfield development.

5.2. OCC

SH has been forwarding information as and when it arrives, so is not providing a monthly report. (The PC has forwarded relevant extracts of this information to Parishioners as they arrive). He provided the following additional points.

5.2.1. If there ever is to be a Unitary Council for Oxfordshire, it will require the disbanding of all six existing councils (four districts, the City and the County) and the formation of a new Council. He emphasised that there is no basis for a County takeover, as recently rumoured in the press.

5.2.2. The County is hoping for an additional £10m from the Government for Covid this financial year. Although this will help to ease the pain, it will still leave a £15m to £25m shortfall and next year is looking like a £40m shortfall.

5.2.3. SH is awaiting a definitive response from the Highways Department re the Chalgrove Airfield application.

5.2.4. The Haseley Brook Councillor (Caroline Newton) and SH have written to the Chief Executive and Leader of SODC asking that they request Homes England accept a waiver on the timing of their Application whilst the Local Plan is itself under examination. Only when the latter is approved, should the Application proceed. This should avoid a waste of public money.

5.2.5. In response to a question re the Oxford-Cambridge Expressway, SH stated that it is currently off the table. The Oxford-Cambridge development arc is more likely to take place, though it is uncertain whether this will include the Expressway.

IG asked whether any guidance was available on how to respond to the Airfield application. DT agreed to check what was available. (Comprehensive flyers were delivered around the Parish the following morning, July 10th).

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

The Council approved all payments and transfers.

7. Traffic Group Report (Agenda item 13, brought forward to accommodate SH departure)

IG reported that the Group, subject to the Parish Council's agreement this evening, is in a position to send a proposal to OCC Highways for their consent, regarding how to control the volume and speed of traffic through the Parish. The plans, which had been previously circulated to Councillors, received unanimous consent.

8. Planning (See Appendix 2 for details)

8.1. To note the responses of the Parish Council to the following application.

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

PC objected on May 15th. SODC have yet to respond.

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

PC has objected on four dates. SODC have yet to respond. Due to the continuing delay, CT asked DT if we could raise the issue to a higher authority. DT agreed to raise it with the Planning Development Mgr. (Paula Fox) and/or Head of Planning (Adrian Duffield).

8.2. 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. SODC have yet to respond.

8.3. To consider the following application

[P20/S2134/O](#) – Chalgrove Airfield

Refer to para 5. PC agreed to object by the consultation deadline of 23/7/2020. Parishioners to be encouraged to comment in their own words but assisted by the themes of the PC's comments and those of other interested parties. Those comments to be circulated to Parishioners ASAP.

9. Enforcement Investigations

[SE18/453](#) – Land west of Fairfield – under continuing investigation. Covered in para 8.

[SE16/41](#) – Lower Berrick Farm – a site visit to check whether the enforcement notice has been complied with is to be arranged when conditions permit

[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.

10. Drains, sewers and Thames Water

DB requested the Thames Water Liaison Contact (Denise Kinsella) provide a detailed plan showing investigation and fixing of the flooding problems we have. Their approach to date has been to fix problems as they arise. They have also undertaken CCTV work (a) around Parsonage Farm and (b) the system between the T junctions where flooding occurs and the pumping station itself; results have yet to be available. They also plan to do more CCTV work in Roke. During these activities, they have replaced a number of manhole covers they believe are allowing groundwater to flow into the drains.

DT doesn't consider the reactive approach to be sufficient; ten times the water is known to come from groundwater outside the system than from households. DT will press TW again, once wet weather comes, to do a much more intensive investigation.

11. PAGE

Rob Marsh, our representative, is stepping down from PAGE. IG reported that the situation has recently become more difficult, as OCC has decided that the selected site at Nuneham Courtenay does not have sufficient gravel to deliver. An alternative location that sits between Drayton St Leonard, Newington and Stadhampton is under consideration for 2020. Hence PAGE is reconvening itself as PAGE 2020 to meet that challenge; they have requested that our 2019/2020 payment to PAGE, which we expected might be reimbursed, would now be transferred into PAGE 2020. Councillors unanimously agreed to this transfer. There was no commitment to future contributions.

12. NP Revision Working Group

IG requested agreement that it should remain on the agenda for consideration at a future meeting. Councillors all agreed.

13. Village Hall Governance and Improvements

IG reported that we are frustrated that the solicitors appointed to redraft the lease to make it compatible with the new structure haven't delivered. If they do not deliver after one more request from the VH Committee, they take alternative advice.

14. Parish Welcome Pack

IG congratulated MCT on doing a fantastic job, who reported that we are now in the hands of the printers. The printed article should be available within the next couple of weeks.

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

A local resident asked whether measures might be taken to slow the passage of water from neighbouring fields into the village, especially the eastern end of the village. 'Natural flood management' is an established technique which should be considered for the longer term. It was agreed that we should revisit this at a later date.

16. Date of next meeting

Sept 10th, 2020

Signed Chairman

Date.....

Appendix 1: Responsible Financial Officer's Report

1. Bank balances as of 30 June 2020 totalled £24,936. There was one un-presented cheque totalling £45.00. The total reserves of the Parish were therefore £24,891.
2. On 30 June 2020 the accounts show a surplus of income over expenditure of £3,035.
3. **Schedule of payments**

Confirmation of the Council requested for the following cheque payments:

Date	Chq. no.	Payee	Amount (£)	Purpose
28/04/2020	100781	Craig Tribe	300.00	Play bark – replacement for cheque no. 100780 which the bank would not accept.

Confirmation of the Council requested for the following online payments:

Date	Payee	Amount (£)	Purpose
18/05/2020	Roger Smith	100.00	Internal examination 2018-19 and 2019-20.
24/05/2020	Came & Company	518.74	Insurance premium
02/07/2020	Allen Planning Ltd	888.00	Planning appeal statement P19/S0703/FUL and Zoom conference
02/07/2020	Bean Solutions Limited	162.00	Parish council logo and Welcome Pack folder and contents design

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

Date	Originator	Amount (£)	Purpose
08/05/2020	Zoom Video Communications	14.39	Pro monthly licence fee.
09/05/2020	1&1 Ionos	13.19	Extra mail storage and mail business licence.
09/06/2020	1&1 Ionos	13.19	Extra mail storage and mail business licence.
08/06/2020	Zoom Video Communications	14.39	Pro monthly licence fee.
09/06/2020	Zoom Video Communications	86.81	Pro annual licence fee and pro rata refund of monthly fee.
09/06/2020	Information Commissioner	35.00	Data protection registration.

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

Date	Transfer from	Transfer to	Amount £
24/05/2020	Business premium account	Community account	896.31
02/07/2020	Business premium account	Community account	719.22

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
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
P20/S2134/O	IG	Chalgrove Airfield	Residential-led mixed use development	EC: 23.07.20 TD: 09.10.20	

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	Site visited once. Outbuilding is required for materials to be used in a development for Well Cottage (P17/S2961/HH), whose permission expires in November. So long as the work does not extend beyond that date, the work is considered lawful and will be monitored.