STADHAMPTON PARISH COUNCIL

Minutes of the Ordinary Meeting held on Tuesday November 7th 2017 at the Village Hall, St John's.

Attendees Cllr. Ann Stead (Chair) (AES), Cllr. Sarah Madry (Vice-Chair) (SM), Cllr. Doug Struthers (DS), Cllr. Nick Clarry (NC) and 10 members of the public.

Apologies Cllr. Lorraine Lyndsay-Gale, Mike Stevenson-Smith.

Ref	Item	Notes	Action
108/17	Welcome	Cllr. Ann Stead (Chair) welcomed the attended audience.and Caroline Newton, our new South Oxfordshire District Councillor. It was reported that Councillor Tony Brandon had stepped down from the committee for personal reasons. He was thanked for his work on the SPC in particular the pavilion and the football team. A Vacancy notice will be advertised for the requisite 14 working days. It was also noted, that a Parish Clerk had still not been appointed and that Cllrs. Madry and Stead were continuing to share the role.	For info
109/17	Declarations of Interest	Declarations of interest was received from DS re the easement for Manor Barn and a planning application for Manor Farm.	For info
110/17	Minutes of the last meeting, 05.09.17	The minutes of the SPC meeting held on Tuesday September 5 th 2017 were confirmed, approved and signed by the Chair.	For info
111/17	Matters Arising	I. Trees on the Limes Following concern expressed at the last meeting, SM contacted The Dept. of Trees, Countryside Sites, Ecology and Landscape at SODC and Mr. Matt Guilliford's report was read out – see Appendix. 1 II. Report from the Fireworks Committee The new Fireworks Committee were thanked for a well-managed and successful bonfire and fireworks display on the 5 th November. The finances were in the process of being finalized and will be given in their annual report at the AGM in May.	For info
112/17	Open Forum	Concern was raised about the little oak tree which is situated on the village green, near the road and bench at the roundabout. The question was – should it be pruned to encourage correct growth? SM agreed to speak Jamie Martin who will be able to prune the branches in the spring.	SM
113/17	Oxfordshire County Council	Cllr Lorraine Lindsay-Gale sent a text message at the beginning of the meeting apologizing that she would not be able to attend as she had been detained at an awards ceremony – she was receiving an award. Her summary report is attached at appendix 2.	

114/17	Oxfordshire	Cllr. Newton introduced herself and comment the main	
114/17	District Council	discussion is about the Local Plan and gave a brief	
	District Courier	summary of news from SODC. See attached report at	
		appendix 3.	
115/17	Planning Matters	Applications Granted:	For info
113/11	i lailing matters	P17/S2781/LB – The Mount, Thame Road,	1 01 11110
		Stadhampton. OX44 7TX	
		Replacement of the sash windows on the uppermost	
		floor of property. Listed Building Consent Granted 27 th	
		Sept 2017	
		Copt 2017	
		Planning Applications in progress:	
		P17/S3565/SCO – Chalgrove Airfield	
		Development of up to 3,000 new residential units and a	
		local centre, up to 5 hectares of employment land	
		(excluding the consolidation of the existing occupiers),	
		sites for two primary schools and a secondary school,	
		the removal of all runways on the Site and construction	
		of a new runway, creation of new public open space	
		providing land for playing fields, cemeteries and open	
		green space together with associated vehicular,	
		pedestrian and cycle access, drainage and	
		landscaping works. Target Decision Date 9th November	
		2017	
		P17/S2932/LB – Brookside, School Lane,	
		Stadhampton. OX44 7TR	
		Demolition of existing outbuilding, erection of	
		replacement building. Target Decision Date 15th	
		November 2017	
		D. 1-100 10-1-11	
		P17/S3437/FUL - Rofford Piggery	
		Conversion of existing agricultural barn to single	
		dwelling house with associated parking and	
		amenity space. Target decision date 20 th	
		November 2017.	
		P17/S3634/HH & P17/S3635/LB - Manor Farm,	
		The Green, Stadhampton. OX44 7UL	
		Internal and external alterations to ground, first and	
		second floors and east elevation.	
		Target Decision Date 6th December 2017	
		<u> </u>	
		P17/S3843/PAR, The Old Dairy Building	
		Camoys Farm Chiselhampton OX44 7UZ	
		Conversion of barn to single dwelling house.	
		22nd December 2017	
		Planning Applications Refused:	
		P17/S1993/FUL - Copper Beeches, Watlington	
		Road, Stadhampton. OX44 7UQ	

Demolition of outbuildings and other structures and erection of a new family dwelling and associated infrastructure.

Planning permission - Refused 8th September 2017.

<u>Planning Committee Decision - Wednesday 25th</u> October 2017

P16/S3690/O - Land at Cat Lane Stadhampton OX44 7UN

Granted – subject to various clauses including - the agreement of a Construction Traffic Management Plan (CTMP) which shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of development. The approved CTMP shall be implemented prior to any works being carried out on site, and shall be maintained throughout the course of the development.

Planning Appeals

Appeal reference number: APP/Q3115/W/17/3171766

Application reference: P16/S3988/O

Newington Nurseries A329 Newington Road near Stadhampton OX10 7AW

Outline permission for the demolition of existing structures and erection of up to 21 dwellings and associated infrastructure including means of access, with all other matters reserved. As updated by agent's letter dated 16 December 2016 regarding employment issues and marketing. As clarified by additional drainage information received on 25 January 2017. As amplified by market appraisal from Savills dated 21 February 2017. SPC's response to original application was to Refuse. SODC's response was to Refuse. An Appeal Hearing is set for **7 December 2017**. The hearing will be held at Fountain Conference Centre, Howbery Park, Wallingford, OX10 8BA at 10.00 am.

Appeal reference: APP/Q3115/W/17/3176196, Application reference: P16/S2987/FUL Watlings Paddock, Watlington Road, Stadhampton, OX44 7UQ

The use of land for the stationing of caravans for residential purposes, together with the formation of hardstanding, and utility/dayrooms and keeping of horses (as amended by plans received 3 November 2016 altering access). Letters of objection must be sent by no later than 13 November 2017 – any after that date will be disregarded. They must be submitted online via https://acp.planninginspectorate.gov.uk

Easement

		The Easement for Manor Barn's new entrance is now being dealt with by SPC's solicitors. This is in the process of being finalised and should be concluded in the New Year.	
116/17	Local Plan 2032/Local Developments	The latest version of the Local Plan has now been published which includes a proposal for a by-pass for Stadhampton north of the village from opposite Ascott Park to just below Chiselhampton Bridge. Responses will now be submitted to an Inspector as the Plan has now been moved on to the next level. SPC have met with the Homes and Communities Agency (HCA) twice about the Chalgrove option within the plan and at the most recent meeting pressed upon them the need to explore more options for a by-pass or an edge street. This point was also made in correspondence to the Lead Traffic Planner at South & Vale District (SODC) Council and the Head Planner at Oxfordshire Council Council (OCC). Cllr. Newton has also had some success on our behalf in having these concerns written into plans when SODC met with OCC. SPC will be sending in its response before the deadline of 30th November 2017. Members of the audience were also encouraged to respond.	SM/AES
117/17	Oxford to Cambridge	Nothing more to report at this stage.	
118/17	Play Area Village Green	I. Play equipment DS and AS had inspected the play equipment with ex-Councillor John Patterson who was involved in the installation of the equipment twelve years ago. It was felt that at the present time, the foundations were solid but that some superficial repairs were identified. DS to contact ROSPA to ask about approved local contractors with a view to getting the repairs done as soon as possible and to ask them to reinspect the equipment the work when it has been done. There is a twenty-year guarantee on the wooden foundations but the ROSPA annual inspections should continue and at some point in the next few years, a replacement will be required. It was agreed to purchase two new picnic tables and DS is to contact the Community Payback Services to ask if they would consider levelling and tidying the bark under the much loved play equipment.	DS
		II. D'Oyley's Pond It has been agreed that Community Payback Services will start to clear the pond in the New Year. SPC agreed to purchase waders for them. They will need access to the Pavilion for toilet facilities. The work is being carried under guidance from the Environment Agency.	DS

14047		III. Power lines Concern was expressed about the safety of the power lines that are now very near the tree near the children's play equipment. DS agreed to contact SSE to ask them to look into it for us. IV. Summer Fete on Village Green DS proposed an annual village party if there was interest. He is going to asked around the village and take the lead on this.	DS DS
119/17	Footpaths and Transport	I. Dangerous Hedge Mr & Mrs King from Vine Cottage are very concerned about the overgrowth of the hedge between the miniroundabout and their cottage - it runs alongside the small allotment plot. The hedge belongs to the SPC but SPC is not insured to cut this hedge on the road said due to safety issues. The Kings have reported this twice on the OCC's website to no avail. AES agreed to ask Cllr. Lindsay-Gale if she can help. II. Footpath in front of Anvils SPC have contacted the Highways Dept. at OCC to explore the possibility of providing a safe footpath in front of the land belonging to Anvils. We are waiting to hear from them.	AES
120/17	Community Buildings	I. Village Hall @ St. Johns "A Boards" - A Request to purchase four new "A" Chalk Boards at a cost of approx. £400 was made by the Village Hall Committee. The boards that had been purchased five years ago by SPC had been a great success and been well used. It was suggested that any replacement boards should be water resistant to extend their lifespan. This was agreed. Heating – there is still a problem with the underfloor heating although the conduction fans are now working. Repairs are ongoing. Lighting The new lights along the driveway should be installed in time for Christmas/New Year celebrations.	AES
		II. Pavilion Sue White has arranged for Fire Evacuation notices to be posted in the pavilion and made a request for the purchase of one or two fire extinguishers. This was agreed but following a discussion, a suggestion was made that renting fire extinguishers might be a more cost-effective option. The extinguishers also get checked annually by the company. Sue White will look into the costs and bring this back to the next meeting.	SW

121/17	Consultations	None received	
122/17	Financial Update	£21,513.66 in bank on Sept 27 th 2017 – last statement	
123/17	Correspondence	Allotments SPC had received an email from a parishioner about the sale of an allotment. Sarah Davis explained to the meeting that she, her husband and family had recently moved into Church Farm House and they would like to purchase the allotment that bordered their land, she had done some research and offered the SPC £3,000 for the land in question. In the absence of a Parish Clerk the committee did not feel they knew enough about the rules governing allotment land and agreed to look into the matter and report back to the next meeting.	SPC
124/17	Any other business	None	
125/17	Next Meetings	It was agreed that as the next meeting was scheduled to be the day after New Year's Day that this should be changed. It was agreed that the committee would consult their diaries after the meeting and that the date of the next meeting would be published in the December edition of the Village Voice. After discussion, the next meeting was planned for: January, 16 th 2018 Future meetings were scheduled for: Tuesday March 6th, 2018 Ordinary Meeting and AGM Tuesday May 1st, 2018 All meetings on Tuesdays 8.00pm at the Village Hall, St John's.	
126/17	Meeting Closed	9.30pm	

SPC Report RE: Lime Trees, The Green, Stadhampton – 21.09.17.

Following the completion of recent renovation works to The Pavilion on The Green in Stadhampton (2016/2017), it was felt that an inspection and review of the health and position of the nearby Lime trees in "The Limes" should be carried out – with particular emphasis on the two trees closest to the restored building. Therefore, Cllr. Sarah Madry contacted The Department of Trees, Countryside Sites, Ecology and Landscape at SODC and spoke to Mr Matt Gulliford -Dip Arb (RFS) M Arbor A who is the Tree Officer for the area on Thursday 21st September 2017 to seek his advice. As a result of this discussion, a summarised report is below. This is regarding the current situation regarding all of the trees in The Limes (at the time of writing) and the recommended actions that SODC have suggested SPC may wish to carry out – SPC being the rightful owners of the trees in question.

- <u>All</u> of the trees in "The Limes" have tree preservation orders on them this includes the two Limes closest to the Pavilion. Clarification as to the exact area affected by the order can be viewed by visiting the 'TPO and Conservation Area Search Page' on SODC's website, under 'Tree Preservation Orders'.
- All the trees covered by the TPO are deemed to be in good health and currently show no signs of disease or decay.
- The two Lime trees in question are approx. 30 years old and considered to be 'young'. This type of tree can live to be 200 years plus and reach a height of in excess of 20m tall. This calls for the need for ongoing maintenance to be carried out by SPC.
- One Lime tree stands over 4m from the Pavilion's front wall and appears to be of no serious threat to the building at this moment in time.
- The other Lime tree is 2m from the front corner of the Pavilion and it is agreed that although it was planted too close to the building, due to no evidence of tree subsidence damage (i.e. cracks in the brickwork) or roof tile damage this tree appears to be of no serious threat to the building at present either.
- There are two ways a tree can damage a building one is by direct damage with the trunk or branches physically touching the building. The other is by indirect damage caused by tree subsidence.
- The two Lime trees trunks are too far away from the Pavilion to cause any direct damage, but the canopies of the nearest tree does touch the roof of the building. Under the current circumstances and according to the TPO, SPC are responsible to "Abate a nuisance" and are therefore allowed to cut back the overhanging branches of both Lime trees with '1m separation', due to the canopy of the trees being close to the Pavilion. (*N.B. For future reference the small twig growth at the base of the Lime trees is allowed to be cut back under the terms of the TPO, but should be carried out by using hand tools only and NOT with a chainsaw.)
- As recommended by Mr Gulliford, recent photos of both the trees have been taken as evidence and it is advised for SPC to take before and after photos in the future, every time any pruning is carried out on the trees to prevent any breech of the TPO.
- N.B. Any individual (i.e. the person actually doing the pruning) who carries out tree works without SPC's permission or without notifying SODC in advance is liable to a fine of up to £20,000 for contravening Section 210 (2) of The Town and Country Planning Act 1990.
- Indirect damage to buildings from tree subsidence is caused by changes in moisture in the soil as the tree draws water up through its roots that stretch under the buildings foundations. This action causes the soil to contract and expand as conditions fluctuate and this in turn causes buildings to "lift" upwards, causing cracks in the buildings brickwork and mortar.
- How a tree absorbs moisture from the soil affects the soils plasticity and some types of soil are more
 affected than others.
- With regards to any indirect damage to the Pavilion that could be caused by the Lime trees, the soil under the building has to be assessed to see whether it would be susceptible to any of the symptoms described above.
- According to The UK Soil Observatory and The British Geological Survey maps for the area of
 Stadhampton, there are two different levels of soil that feature under the Pavilion. The top layer, consisting
 of Sand Gravel has a low level of plasticity, which is stable and is not usually susceptible to causing
 subsidence and a deeper layer, consisting of a type of Clay which has a higher level of plasticity.

- Due to the roots of the Lime trees tending to stay in the upper level of Sand Gravel, usually to a depth of up to 600mms/60cms, no real threat of subsidence is likely to occur in the near future due to the low level of plasticity in the soil and it is unlikely that the tree will influence the building at its current age and size.
- Tree roots can cause problems by blocking drains. They do not usually cause the initial damage to the drain and will only enter drains which are already damaged and leaking. The first indication will usually be when the drain becomes blocked and exploration works needs to be carried out. In this instance there is no recommendation to act unduly and to deal with any issues when and if they arise.
- It is therefore recommended that ongoing monitoring of the building for visual evidence of cracks in the brickwork etc. continues and that SPC arrange for an Arborist to carry out a survey of the trees every 3-4 years to monitor their health and keep a track of their condition. A recommended Arborist can be found at: www.trees.org.uk or www.charteredforesters.org
- The canopies of the Lime trees should be raised to the recommended '1m separation' and this action is repeated by SPC as and when required. This has recently been carried out by SPC and the canopies no longer touch the building.
- It is not recommended to remove the trees completely at this point in time, according to the rules of the TPO
- N.B. There can never be any guarantee that a tree will cause damage to a building in one form or another when it has been planted close to it, but by continuing to review the situation on a frequent basis, the risk can be reduced and the tree can live for the maximum amount of time before action is needed.

Appendix 2

REPORT TO PARISH COUNCILS NOVEMBER 2017 FROM CLLR LORRAINE LINDSAY-GALE

THE RACE IS ON FOR DRIVERLESS CARS

News that ground-breaking transport technology being pioneered in Oxfordshire has won a share of a £51million government prize has been welcomed by two council leaders. Oxfordshire is home to Science Vale UK and some world leading science and technology companies who are blazing a trail towards more energy efficient and road safety. Organisations based in the Science Vale are working on pioneering projects such as autonomous cars and smart traffic management systems needed to support people travelling around the county. Remote Applications in Challenging Environments (RACE), which is based at Culham Science Centre in Oxfordshire, is to receive £6.9m from the Department of Transport towards their £10million project to set up a range of different test areas mimicking increasingly realistic city driving environments, where automated vehicles can be tested before being taken onto public roads. They are one of a number of companies that Oxfordshire County Council and South Oxfordshire and Vale of White Horse District Councils works with to drive progress on future transport technology.

APPLY ONLINE FOR PRIMARY SCHOOL PLACES

Applications for children due to start primary school in September 2018 can now be made online. Families with children born between 1 September 2013 and 31 August 2014 are urged to visit the primary school admissions pages on the county council's website to find out how to apply for places for next year. The council still accepts postal applications but recommends families apply online where possible, as this helps speed up the applications process. It also means families receive an automatic response confirming their application has been received and can be quickly notified if further information is needed. Those who apply online will also receive an email on allocation day, 16 April 2018, informing them of the outcome of their application. Postal application forms are available from all Oxfordshire schools and from reception at County Hall in Oxford.

HELP SOMEONE GET ONLINE – BE A DIGITAL HELPER AT YOUR LOCAL LIBRARY

Oxfordshire County Council recently launched a campaign to recruit 'digital helpers' in libraries to boost the confidence and skills of those who need extra help to get online. Volunteers able to give up just a few hours a week are being sought at branches across the

county to provide one-to-one support for people with little or no experience of using computers or the internet. The aim of the campaign is to help people:

- access services online including council services
- · access employment or training opportunities
- become more independent
- reduce isolation

To find out more or to sign up as a Digital Helper visit: www.oxfordshire.gov.uk/digitalhelper

OXFORD'S NEW WESTGATE CENTRE OPENS

Traders welcomed a bumper weekend at Oxford's new Westgate as thousands of people packed the shopping centre on its first weekend in operation. Shops and restaurant chains said interest from customers had exceeded expectations, with business more brisk than at any other opening they had experienced. Some 60 out of 125 shops and restaurants at the £440m shopping centre opened on Tuesday 24th October, with others opening since, and thousands of people took advantage of their first opportunity to have a look around. Councils, transport operators and Westgate have been working closely on a coordinating travel plans aimed at making it as easy as possible to visit the Westgate and minimising journey times into the heart of Oxford. The best way to travel into the city centre is to use the park and rides or public transport wherever possible. New variable message signs have been installed on the outskirts of Oxfordshire to update people on space availability on the park and ride sites nearby and to direct them there. There are also temporary signs within the ring road which give directions, for those who have chosen not to use the park and rides, to city centre and Westgate. There's more information on travelling to the Westgate at: https://westgateoxford.co.uk/your-visit/getting-here

OXFORD TO CAMBRIDGE EXPRESSWAY

The Action Group making the case for the Expressway to go to the West and North of Oxford has expanded to 21 Parish Councils and has embarked on an aggressive media campaign that was covered by local newspapers and the BBC. The National Infrastructure Commission led by Lord Adonis is going to announce their preferred route next week (beginning 6th November). However, their opinion is only advisory, and it will be up to Highways England to make the final decision by the Summer 2018. They are proposing to do this without a period for public consultation which I and many others find totally unacceptable. I have the opportunity to lobby my Leader and colleagues at the County Council stressing that "west is best" and do so at every opportunity. But again, OCC's position currently is neutral, and is only that of a consultee once the decision by Highways England on which route has been taken.

SOUTH OXFORDSHIRE DISTRICT COUNTIL - REPORT FOR NOVEMBER 2017 BY COUNCILLOR CAROLINE NEWTON

Local Plan

The South Oxfordshire Local Plan 2033 is now live and the documents can be viewed on our website.

Neighbourhood Plans

Dorchester-on-Thames - submitted; Lewknor area - designated and plan in progress; Kidmore End Parish Council - submitted. Brightwell-cum-Sotwell, Chinnor and Long Whittenham were approved and will now form part of the South Oxfordshire development plan.

Oxford to Cambridge expressway

You can view and comment on four early concept designs for the Oxford to Cambridge expressway. The National Infrastructure Commission will ultimately make a recommendation to government for the final decision on the route.

Berinsfield Community Investment Scheme

We have produced a leaflet to be delivered all residents, organisations and businesses based in Berinsfield. The leaflet explains that we plan to build up to 1,700 homes to help raise the funds needed to provide the facilities and services that residents identified were important. Once we have received feedback from this initial plan, we will use feedback and comments received to create our masterplan for Berinsfield. We plan to publish the masterplan in Spring 2018 when it will become part of a formal consultation.

New parliamentary constituency boundary proposals

The Boundary Commission for England has published proposals for new parliamentary constituency boundaries, which affect our districts. You can view the proposed young people active in our area. The deadline to submit any comments is 11 December.

Go Active Juniors

We've launched Go Active Juniors - a new project for anyone up to 18 years old. The project aims to increase participation in sport and physical activity by getting active in our area. For info get in touch with: Emma.Freeman@southandvale.gov.uk

New community lottery

We're setting up a new online lottery for our residents to help raise funds for local community groups and charities. Residents can enter a £1 weekly online draw and be in with a chance of winning prizes ranging from free prize draw tickets right up to the £25,000 jackpot. Each £1 ticket bought has a 1 in 56 chance of winning a prize and nearly 60p ofeach ticket price will go to a local good cause. We hope to launch the lottery early next year but if you'd like any further information please email Sally Truman (Sally.Truman@southandvale.gov.uk)

Hate crime - new guidance

Please make yourself familiar with new guidance on dealing with hate crime. We all have a duty to take hate crime seriously and advise people of the reporting options available to them. Hate crimes are any crimes that are targeted at a person because of hostility towards a person's perceived: disability, race or ethnicity, religion or belief, sexual orientation, transgender identity. You can find out more about how to protect yourself and others on the Thames Valley Police website or contact the community safety team for more information on our guidance (communitysafety@southandvale.gov.uk)

New permanent offices in Crowmarsh

We've announced that we intend to return to our Crowmarsh Gifford site. Since moving to Milton Park we've investigated a wide range of options for a permanent home and have now concluded that the most cost-effective solution is to move back to the site. The building will

include a new council chamber for South's committee meetings, whilst Vale's meetings will continue to take place at The Beacon in Wantage.

Recycling, rubbish and waste update

Our new fleet of vehicles are now out and about on collection rounds. There are two different types of vehicle - one large truck for recycling and household waste and smaller one for food waste recycling. This means that collections are being carried out at different times of the day. There aren't any changes to collection days or the way you will need to put out your bins.

'Don't bin your batteries' call following waste and recycling truck fires

Residents in South Oxfordshire are being urged not to put batteries or other items which could cause a fire in their waste or recycling wheelie bin. Last week two small fires started in rubbish while it was being transported in waste and recycling trucks.

BE in Science Vale UK campaign

For the first time we are running a series of adverts in select train stations throughout the South East and on social media to raise awareness of the Science Vale UK brand.

Changing area refurbishment work to start at Henley Leisure centre

£150,000 work to refurbish the swimming pool changing area at Henley Leisure Centre is set to begin on Monday 6 November.

New orders could help tackle anti-social behaviour

We have proposed to introduce two Public Spaces Protection Orders in Thame and Henley to allow police to target specific anti-social behaviour offences that can occur in public spaces.

Reminder - Councillor grants - applications needed

The deadline for groups to apply is 20 December www.southoxon.gov.uk/grants or call 01235 422405.

Caroline Newton, Councillor