

# STADHAMPTON PARISH COUNCIL

## Minutes of the Annual Parish Meeting and AGM Tuesday 2nd May, 2017 at the Village Hall at St. John's

*Clerk: Paul Isaacs, 11 Thame Road, Great Milton, Oxon., OX44 7HY*

<b>Attendees</b>	Cllr. Alaric Smith (Chair) (AS), Cllr. Ann Stead (AES), Cllr. Mike Stevenson-Smith (MSS), Cllr. Tony Brandon (AB), Paul Isaacs (Clerk) and 41 members of the public.
<b>Apologies</b>	Cllr. Sarah Madry (Vice-Chair) (SM), Cllr Lorraine Lindsay-Gale (LLG) (OCC), (SM), Cllr. Stephen Harrod (SH) (SODC).

Ref	Item	Notes	Action
039/17	<b>Welcome and minutes of the Annual Parish Meeting and AGM, 3/5/16</b>	<p>The Chair, Alaric Smith, welcomed the attended audience and introduced the AGM. AS confirmed that he would be standing down as a Parish Councillor and as Chairman now that he has moved to Little Milton. A resignation has also been received from Cllr. Colin Keyser which will mean that there will be two vacancies for the post of parish councillor under agenda item 9 (050/17).</p> <p><i>Note - the minutes of the Annual Parish Meeting, AGM and Ordinary meeting held on 3/5/16 were confirmed and approved at the meeting held on 5/7/16. Matters arising were also dealt with at that meeting.</i></p>	<p><b>AS</b> <b>For info.</b></p> <p><b>For info.</b></p>
040/17	<b>Annual Report by the Chair</b>	<p>The Chair, Alaric Smith, stated that 2016/17 had been another busy and challenging year and made particular note of:-</p> <ul style="list-style-type: none"> <li>• <u>Local Housing Developments / Planning Issues</u> (see 042/17)</li> </ul> <p>The SODC 'Local Plan 2nd Preferred Options' proposals are out for consultation with large scale residential development becoming more of a likelihood at one or more sites in the local vicinity - Chalgrove Airfield, Harrington Brook, Culham, Berinsfield, Grenoble Road. The pressure created by these proposals comes on top of the approved smaller scale plans for Newington Road and proposals relating to Newington Nurseries and Chalgrove. SPC has taken the view that, since development in the Green Belt is being permitted at Berinsfield and Culham, there is no good reason not to consider development at Grenoble Road as a way of meeting Oxford City's unmet housing need under the statutory Duty to Co-operate. This would have a much lower impact on the surrounding villages and would be cheaper as it avoids the need for expensive infrastructure and mitigation measures. SPC has met with the Homes &amp; Communities Agency (HCA) regarding possible road schemes to alleviate the impact of extra traffic caused by the Chalgrove Airfield proposal. The HCA are currently proposing a by-pass at the northern edge but the PC is unconvinced by this for a number of reasons, not least because it makes no provision at all for the protection of Chiselhampton. Local parishes have agreed to work together to oppose the current SODC and HCA proposals that will be presented at an Enquiry-by-Design (EbD) scheduled for later this year (2017).</p> <ul style="list-style-type: none"> <li>• <u>County Council Cuts</u></li> </ul> <p>The information that OCC will be making yet more cuts is extremely concerning and poses many challenges to the provision of local services (particularly to rural communities). Over £300 million worth of cuts have now been made or scheduled for the period 2010 to 2018 as evidenced by the loss of local bus services, closure of libraries, increase in potholes and decrease in verge cutting. The cuts are placing totally unrealistic pressure on Parish Councils to fill the gap by providing local services previously carried out by OCC.</p>	<p><b>AS</b> <b>For info.</b></p> <p><b>For info.</b></p>



041/17	<b>Report from Oxfordshire County Council (OCC)</b>	<p>Cllr. Lindsay-Gale (LLG) was unable to attend but forwarded an annual report addressing the following areas:-</p> <ul style="list-style-type: none"> <li>• The 'Better Oxfordshire' Unitary Status bid which is currently lodged with the Secretary of State with a decision expected shortly after the County Council elections in May;</li> <li>• The continued problem of potholes, grass cutting and maintaining highway verges against the background of diminishing funds;</li> <li>• The end of County Council subsidised bus services on 20/7/16 which has caused considerable hardship and inconvenience to residents. In mitigation OCC has established its Comet Service, a not for profit, bookable transport service for those who cannot access suitable public transport;</li> <li>• Plans for five new park and ride sites to find solutions to increasing traffic and congestion on the approaches to and in the City of Oxford;</li> <li>• the identification of land for potential future large scale housing developments including possible developments at Chalgrove Airfield, Harrington, Grenoble Road, Berinsfield and / or Culham;</li> <li>• Improvements in the county Children's Social Care Service following the horrors of Operation Bullfinch;</li> <li>• Developments regarding the Mineral &amp; Waste Core Strategy which continue to indicate that there will be local gravel extraction in the next few years. The Government Inspector does not accept that the Local Area Assessment (the amount of gravel that the county must provide per year) is far too high and a final report will be presented to OCC Cabinet on 20/5/17;</li> <li>• Plans to improve connectivity between Oxford, Milton Keynes and Cambridge by developing an Oxford to Cambridge Expressway.</li> </ul> <p>Finally, it was noted that Oxfordshire County Council elections will take place on Thursday, May 4th.</p>	<b>LLG</b>  <b>For info.</b>
042/17	<b>Report from South Oxford District Council (SODC)</b>	<p>Cllr. Stephen Harrod (SH) was unable to be present but had forwarded an annual report which highlighted the following areas:-</p> <ul style="list-style-type: none"> <li>• The 'Better Oxfordshire' unitary bid;</li> <li>• SODC Local Plan 2033;</li> <li>• Didcot Garden Town;</li> <li>• a Council Tax freeze for 2017/18 achieved without any cuts to services;</li> <li>• continued investment in Superfast Broadband;</li> <li>• the ongoing Capital Grants Scheme - continuation of the successful £1,000,000 Capital Grants Scheme;</li> <li>• the Community Infrastructure Levy which will directly benefit parishes when housing developments are approved and built;</li> <li>• ongoing recycling success with SODC named the best recycler in 2015/16 by DEFRA for the 3rd year in a row;</li> <li>• continued support for Neighbourhood Plans;</li> <li>• continued support for Berinsfield regeneration funding;</li> <li>• a new 'Corporate Services Agreement' contract to provide HR and IT back office services as part of further efficiency savings.</li> </ul>	<b>SH</b>  <b>For info.</b>
043/17	<b>SODC Local Plan 2033</b>	<p>Further discussion took place regarding the SODC Local Plan 2033 as the SODC 'Local Plan 2nd Preferred Options' proposals are currently subject to public consultation. The audience was reminded that the deadline for responses is 17/5/17 and A5 leaflets were available with details of how to respond online or by post. The Parish Council will submit a response but urged local residents to do so as well. The schedule is then expected to be that SODC will submit their 'Final Draft' Local Plan to the Inspector by the end of 2017 with an Examination in Public (EIP) to be held sometime in 2018.</p>	<b>For info.</b>

044/17	<b>Report from Village Hall at St. Johns</b>	<p>Ann Stead presented an annual report as follows:-</p> <p><u>General</u> - the Village Hall has been operating successfully for 3 ½ years and the working relationship with the Church continues to be good. In October the committee and various people representing hall users participated in an Open University research project on the creative use of community buildings. The highlight of the year was when we won the Small Projects Award from the Oxford Preservation Trust in November - the commemorative plaque now has pride of place on the left hand side of the Church door!</p> <p><u>Bookings</u> - during the year, we lost the regular bookings from the Tuesday and Thursday Pilates Classes but the Thursday morning class has recently restarted. A regular Ukulele class has also started up. There have also been a number of ad hoc bookings with more to follow and a pop-up restaurant. Broadly speaking bookings have continued to remain healthy although they are down on previous years. We have been contacted by the Royal Mail who are exploring options for an outreach service to the village.</p> <p>The following are regular bookings - Toddler Group, Lunch Club, Youth Club, Between the Wines Book Club, WI, Film Club, Gardening Club, PC, Polling Station, Ukulele Classes. Our booking clerk, Kerri Jones, continues to do a wonderful job meeting and greeting hirers and organising payments. She would value some support so if anyone could spare the time to help please let us know.</p> <p><u>Maintenance</u> - the insulation has been installed in the storage shed with grateful thanks to Allan and Michael Horne. Shelves will be fitted as soon as we can afford them. Sadly one of the marble drawer tops in the Vestry has been broken and has not yet been repaired as the replacement is costly. The under-floor heating has been a little problematic this year but we are working with the contractors that fitted it to resolve the problem. New outside lights are due to be fitted within the next few weeks which should make a huge difference in the dark winter evenings. It was decided to bring in contract cleaners once a fortnight to ensure the cleanliness of the hall. Volunteers have done a fantastic job since the hall opened but it has become increasingly difficult to attract enough volunteers. Many thanks to everyone who joined the rota over the last 3 years.</p> <p><u>Committee</u> - Ann Stead (Chair &amp; PC Rep), Cheryl Wilson (Secretary), Michael Pawley (Treasurer), Kerri Jones (Bookings), Ken King, Stephen Dawson (PCC Rep), Rosalind Wilson, Sally Adams, Allan Horne, Rev Caroline King (open invitation to meetings).</p> <p>Michael Pawley will soon be stepping down after 3 years as Treasurer. He has done a fantastic job of managing the finances especially ensuring the running costs are kept to a minimum and getting the financial management of the hall off to a flying start. After ten years of being Chair of both the Project Team and now the Hall Committee, I also feel it is time for me to step aside. If you know of anyone with committee, financial and / or creative marketing skills who might be willing to help, please let any member of the committee know. We meet every 2 to 3 months so the work is not too onerous and the benefits to our community are there for us all to enjoy.</p> <p><u>Conclusion</u> - the Hall continues to be used regularly by villagers and it is good to see the large number of social activities that are continuing year on year as well as new additions. It continues to attract hirers from outside of the area which helps boost income levels and keep the costs down for villagers but there is capacity for it to do more so if your company needs a venue for an Away Day please think of us. It's a great place for a meeting. All in all, it has been another very successful year for the hall.</p> <p>On behalf of the Parish Council, the Chair congratulated the Village Hall committee for their excellent work and achievements to date.</p>	<p><b>AES For info.</b></p> <p><b>Thanks</b></p>
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045/17	<b>Report from the Fireworks Committee</b>	<p>Sue White reported as follows: "Unfortunately the 2016 Firework Display will be remembered for the length of time the bonfire smouldered after the event. It was a fantastic fire, built on the day, containing mainly wood and soon after November 5th the burning embers were raked up. We now realise that it was a mistake to be so tidy because the fire continued to burn until early March 2017 when a kind local farmer came to spread the ashes out for us so they could cool down. Our other problem was that the green was very wet and the ground was waterlogged. Eventually we were able to remove the ashes but even at this late date the surface of the green was slightly damaged by the heavy vehicles. Thanks to Andrew and Tom Tuckwell, George Farrant, Hazell Jeffries and to James Wigmore who raked up the debris and supplied the new grass seed. A new strategy for 'Removal of Ashes' will be in place for 2017!</p> <p>As for the event itself, we did have a brilliant Firework Display with a good attendance. We sold our usual gallons of delicious soup, approx. 800 hot dogs, crisps, cakes, soft drinks, tea and coffee. We are grateful to everyone who make the soup and to the Owen Family who with Sally Adams and Rosalind Wilson sold all the 'gizmos'. Many thanks to Alan Manzie who provided the Music this year. Thanks to Andrew Tuckwell who not only put up the marquee but also bought some of the refreshments, transported all of the equipment, provided a generator and connected the electricity and gas supply. He then worked in the refreshment tent and cleared everything away after the event! It should be noted that due to a desperate shortage of volunteer assistance two female senior citizens were seen helping to erect and dismantle the marquee.</p> <p>Sincere thanks also to Nikki Howlett who arrives with her car load of goodies which she has bought from Cash and Carry and helps Andrew to set up and sell all the refreshments with invaluable help of the Catering Team who sell so much so quickly and efficiently. Last, but not least, a huge thank you to everyone who went round with the donation buckets. A special mention for Michael Bates, whose bucket is always the heaviest. Mr. Bates announced his retirement from his collecting duties this year. After many, many years I am also retiring and Andrew and Nikki will be responsible for the 2017 Display".</p> <p>On behalf of the Parish Council, the Chair thanked Sue White and the rest of the Fireworks committee for their report and another well organised event.</p>	<p><b>SW For info.</b></p> <p><b>Thanks</b></p>
046/17	<b>Report from the PAGE (Parishes Against Gravel Extraction)</b>	<p>John Taylor gave a short presentation and reported that the long-awaited Minerals &amp; Waste Strategy (Gravel Extraction) Examination in Public was held for 10 days from 20/9/16. The Inspector took serious notice of the issues that PAGE brought to the fore - namely that the proposed Local Area Assessment figure for sand and gravel was too high, that the level of minerals re-cycling in the county was under-estimated, that the balance of extraction between the West and the South of the county was unnecessarily skewed and that the consultation conducted by OCC running up to the publication was inadequate. As a consequence the Inspector issued an Interim Report in October 2016 instructing OCC to modify their proposals and, in particular, to carry out a further strategic environmental assessment / sustainability appraisal. In accordance with this instruction, OCC produced a 'Main Modifications to the Oxfordshire Minerals and Waste Local Plan: Part 1 - Core Strategy' document for consultation through to 20/3/17. PAGE responded to this on behalf of SPC and other local PC's and await final draft proposals from OCC. The expectation is that the OCC recommendations will continue to threaten the local area and, if this proves to be the case, PAGE may consider launching a Judicial Review.</p>	<b>For Info.</b>

047/17	<b>Report from the Pavilion Project</b>	<p>Sue White reported that refurbishment has now been completed:-</p> <ul style="list-style-type: none"> <li>• the pavilion it is now a light, airy, clean building with an open kitchen/seating area, 2 changing rooms with showers and toilets;</li> <li>• the container has been painted and is used for the marquees, Bonfire Night equipment, chairs and football club equipment;</li> <li>• the Car Park has been resurfaced;</li> <li>• the Football Club is thriving and has had a good season;</li> <li>• the pavilion has been let to the Oxfordshire Animal Sanctuary for staff training and for Ukele group practice;</li> <li>• arrangements will be made for the necessary safety checks regarding electrical equipment and environmental health;</li> <li>• in the last 12 months £1,549 has been raised - donations £520; lettings £360; Boot Sales £361; Boot Camp £164; Pub Quiz £114; Queen's Birthday celebrations £30.</li> <li>• the PC are in the process of approving a Letting Agreement;</li> <li>• the Official Opening is taking place on Saturday 13<sup>th</sup> May at 3pm.</li> </ul> <p>On behalf of the Parish Council, the Chair thanked Sue White and the many other people who have assisted including Cllr. Stead, Mr and Mrs Wiggins (kitchen units), Barbara and Clive (fridge), the WI, Emma and Rory Fowler (donations), James Wigmore (Boot Camp), all involved with the Pub Quiz, Penny White (Boot Sales), Tony Brandon and Paul Wiggins (wet sponges!).</p>	<b>For Info.</b>										
048/17	<b>2016/17 Financial Report</b>	<p>The Clerk as Responsible Financial Officer for the Parish Council presented the summary of the accounts for 2016/17 as follows:-</p> <table border="0"> <tr> <td>Balance @ 1/4/16</td> <td style="text-align: right;">£22,083.08</td> </tr> <tr> <td>Income</td> <td style="text-align: right;">£42,292.39</td> </tr> <tr> <td>Pavilion Grant to reclaim</td> <td style="text-align: right;"><u>£ 6,223.00</u></td> </tr> <tr> <td>Expenditure</td> <td style="text-align: right;"><u>£52,180.97</u></td> </tr> <tr> <td>Balance @ 31/3/17</td> <td style="text-align: right;"><u>£18,417.50</u></td> </tr> </table> <p><u>Revenue Budget</u> - The annual precept covers the day-to-day activities and responsibilities of the Council. SPC has not increased the PC precept for the past six years thanks to good financial management and strong governance. A 2% increase has been approved for 2017/18 which increases the precept by less than £230 (from £11,355 to £11,582).</p> <p><u>Community Support</u> - In 2016/17 the Parish Council continued to support the local community with grants to fund hall hire for the Youth Club, £1,000 towards the ongoing PAGE campaign and funding of community improvement projects that included signage, repairs to the play area, dredging and ditch clearance near the allotments and the creation of two car parking spaces. The new footpath across the village green has been funded by a separate ToE2 grant. The main contribution during the year was a £3,810 contribution towards the now completed Pavilion project.</p> <p><u>End of Year Position</u> - at 1/4/17 SPC Council carried forward an extremely healthy balance of £18,417.50. The end of year balance was £3,665.58 lower than a year earlier due to the £3,810 financial support of the Pavilion project. Without this contribution the Parish Council would have shown a small surplus of £144.42 for the year. However, the £24,890 total spend on the pavilion project has increased the parish asset by a substantially larger amount.</p> <p>The 2016/17 summary accounts were approved and adopted. Proposed by Alaric Smith, seconded by Tony Brandon.</p> <p>The accounts will now go to internal audit (RGM Accountancy) prior to submission to the external auditors (BDO LLP).</p> <p>The budget setting meeting for 2018/19 will be held in December 2017 so that an early decision can be made regarding the precept.</p>	Balance @ 1/4/16	£22,083.08	Income	£42,292.39	Pavilion Grant to reclaim	<u>£ 6,223.00</u>	Expenditure	<u>£52,180.97</u>	Balance @ 31/3/17	<u>£18,417.50</u>	<p><b>For info.</b></p> <p><b>For info.</b></p> <p><b>For info.</b></p> <p><b>For info.</b></p> <p><b>Approved</b></p> <p><b>For info.</b></p> <p><b>For info.</b></p>
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049/17	<b>Election of Officers</b>	<p>Alaric Smith officially stood down as Chair. The Clerk took over for the co-option of two new parish councillors and for the election of a new Chairperson.</p> <p>Nominations were requested for the two parish councillor vacancies. Two residents put themselves forward and introduced themselves briefly to the attended audience.</p> <p>Doug Struthers (DS) was co-opted to fill the first of the two vacancies. Proposed by Ann Stead, seconded by Alaric Smith. Unanimously approved.</p> <p>Nick Clarry (NC) was co-opted to fill the second of the two vacancies. Proposed by Bob Campbell, seconded by Ken Lee. Unanimously approved.</p> <p>The Clerk conducted procedures for the election of the Chair.</p> <p>Ann Stead agreed to stand and was nominated for the post. Proposed by Alaric Smith, seconded by Tony Brandon. Unanimously agreed that Ann Stead be elected as Chair.</p> <p>Sarah Madry was nominated to remain as Vice-Chair. Proposed by Alaric Smith, seconded by Tony Brandon. Unanimously agreed that Sarah Madry be re-elected as Vice-Chair.</p> <p>Cllrs. Tony Brandon and Mike Stevenson-Smith to remain in post.</p>	<p><b>Clerk For Info.</b></p> <p><b>For info.</b></p> <p><b>Co-opted</b></p> <p><b>Co-opted</b></p> <p><b>Clerk</b></p> <p><b>Elected</b></p> <p><b>Re-elected For info.</b></p>
050/17	<b>Any Other Business</b>	<p>Cllr. Madry had reported that the safety bark in the Play Area may need to be replenished in 2017/18.</p> <p>Stephen Dawson asked whether or not a community defibrillator could be provided for the village. Stephen to investigate costs, grants and possible locations.</p> <p>With so much business covered during the Annual Parish Meeting and AGM, with two existing parish councillors absent and with two new parish councillors to induct, it was agreed to defer the first Ordinary meeting of 2017/18 to Tuesday June 6<sup>th</sup>, 2018 - 8pm at the St. John's Church Village Hall.</p>	<p><b>For Info.</b></p> <p><b>For Info.</b></p>
051/17	<b>Close of the Annual Parish meeting &amp; AGM</b>	<p>It was confirmed that the Annual Parish Meeting and AGM for 2018 will be held on Tuesday May 1st, 2018.</p> <p>The 2017 Annual Parish Meeting and AGM was then closed by the Chair at 9.38pm.</p>	<p><b>For Info.</b></p>