

# STADHAMPTON PARISH COUNCIL

## Minutes of the Ordinary Meeting *held on* Tuesday November 6th 2018 at the Village Hall, St John's.

<b>Attendees</b>	Cllr. Stephen Dawson (SMD) – Chairman (from item 111/18), Cllr. Robert Campbell (RC), Cllr. Sarah Davis (SJD) – Acting Chair (from items 107/18 to 110/18), Cllr. Stephen Gilligan (SG), Cllr. Doug Struthers (DMS), Cllr. Stuart Wells (SW), Michael Pawley (Clerk) and 28 members of the public.
<b>Apologies</b>	None

Ref	Item	Notes	Action
107/18	<b>Introduction</b>	SJD welcomed parishioners present and explained that the Chairman would be arriving late due to a prior commitment	<b>For info</b>
108/18	<b>Presentation by South Central Ambulance Service</b>	Representatives of the South Central Ambulance Service gave a short presentation on the use and benefits of Community Based Defibrillators and answered questions on their use. An offer to run hands on training sessions to village groups was made.	<b>For info</b>
109/18	<b>To receive a statement regarding the Council's Standing Orders and public participation in Parish Council Meetings</b>	The Clerk read out a statement clarifying the provisions of the Council's Standing Orders regarding public participation in Parish Council Meetings. This attached as Appendix 1.	<b>For info</b>
110/18	<b>Open Forum</b>	SJD invited parishioners to raise any items not covered elsewhere on the agenda. As there were no spare copies of the agenda available the Clerk read through the detailed agenda and apologized for the shortage of agendas. A question was raised as to the timing on the agenda of the Open Forum and whether it would be better at the end of the meeting. The Clerk said that the Council had adopted best practice and SJD reiterated the rules relating to participation in meetings that had just been clarified by the Clerk. In particular SJD clarified that there was scope for participation in agenda items at that time. The Fireworks Committee were thanked for the excellent event that had taken place on the previous evening and it was clarified that the only reason that this was on the agenda was to ratify the decision to allow the event to take place as the request had been received between meetings.	<b>For info</b>
111/18	<b>Apologies for absence</b>	Apologies had been received from Cllr. Bob Campbell (RC). These were noted	<b>For info</b>
112/18	<b>To approve the Minutes of the meeting held on 4<sup>th</sup> September 2018</b>	The minutes of ordinary SPC meeting held on Tuesday September 4th 2018 were confirmed by the Councillors who had been present, approved and signed by the Chair. SJD asked that it be noted that having been excluded from part of that meeting she could not approve them	<b>For info</b>
113/18	<b>To record declarations of interest from members</b>	SJD declared an interest in Item 8I - Allotment 13	<b>For info</b>
114/18	<b>To receive a report from County Councillor Lorraine Lindsay-Gale</b>	Cllr Lindsay-Gale was not able to be present. Her monthly report was taken as read and is attached at Appendix 2	<b>For info</b>
115/18	<b>To receive a report from South Oxfordshire District Councillor Caroline Newton</b>	Cllr Caroline Newton was not able to be present. Her monthly report was taken as read and is attached at Appendix 3	<b>For info</b>

		The Clerk confirmed that the SODC Local Plan was due to published in draft in December for consultation and agreement by March 2019.	
116/18	To receive a report on the Clerk's actions since the last meeting and matters arising from last meeting	<p><b>a. Oxford to Cambridge Expressway</b> The Clerk confirmed that the Council was now participating in the activities of the Expressway Action Group. The Government had published its preferred Corridor for the Expressway and a year of consultation was to follow with an announcement of the preferred route by the end of 2020. SG confirmed that he and RC would be attending consultation events hosted by Highways England on 29<sup>th</sup> November.</p> <p><b>b. Proposed development at Chalgrove</b> SMD reported that Homes England have conducted a number of meetings with local landowners regarding various options for proposed edge roads for Stadhampton and Chiselhampton. The Council had made strong representations to Homes England that proper consultations should be held with both villages prior to making any applications for such roads associated with the Chalgrove development.</p> <p><b>c. Motorcycle noise/speed/road safety</b> SMD confirmed that he had written to the Chief Constable of Thames Valley Police but as yet had received no response. There had not been any complaints received recently.</p> <p><b>d. The Crown</b> Following the re-opening of the Crown SMD had contacted the owners, Hawthorn Leisure, regarding the commitment of investment into the building. SJD commented that she had heard that the lease on the pub was to be transferred to family who run the Bookbinders in Jericho. A villager who knew the family confirmed that the transfer was happening on 12<sup>th</sup> November.</p> <p><b>e. Vacant allotments and clearance of Allotment 17</b> DS confirmed that Allotments 7/8 had been cleared by the Community Payback Team and that they would be moving on to clear Allotment 17. The Clerk confirmed that a tenant had been found for Allotment 7 and that the appropriate agreement would be signed shortly. There was provisional interest in Allotment 8.</p> <p><b>f. Bakehouse Yard &amp; Anvils</b> The Clerk confirmed that contact had now been made with the appropriate officer through the Chairman's efforts. A meeting to resolve the Anvils and Pedestrian access around Bakehouse Yard and walk around the village was to be arranged in January. SMD invited anyone with an interest in Highways and Infrastructure to join the Working Party by contacting the Clerk</p> <p><b>g. Travellers/unauthorized encampments and Village Green Byelaws</b> SW gave an update on the situation following a further ongoing unauthorized encampment. As the process was a civil process rather than criminal the timescales were inevitably more protracted. SW said that there were</p>	<p>For info</p> <p>For info</p> <p>For info</p> <p>For info</p> <p>DS CLERK</p> <p>SMD/CLERK</p>



		<p>The Clerk reported that he was awaiting quotes to carry out the RoSPA recommended repairs. Once received this work would be carried out under the maintenance budget</p> <p><b>i. Allotment 13</b> SMD reminded the meeting that SJD had declared a conflict of interest in this item but that he was taking it as a matter of information only with no discussion. SMD reported that a second application had now been made to the Land Registry to register the land known as Allotment 13 as land owned by the Parish Council</p> <p><b>m. Councillors Code of Conduct</b> SMD reported that following the last meeting he had met with SJD. SMD stated that the advice he had been given by both the Monitoring Officer of South Oxfordshire District Council and the Oxfordshire Association of Local Councils was that so long as a declaration of interest was made at the appropriate times (which had been done on all occasions) then there was no cause for complaint. SMD stated that aside from any declaration of interest declared, SJD remained committed to serving in her role as a Parish Councillor. SMD reminded all councillors of the need to be aware of and comply with the Code of Conduct which was reviewed and adopted by the Council each January.</p> <p><b>n. Obstruction on footpath between Mill Lane and Thame Road</b> SMD reported that a tree had fallen onto the property of a Lucerne Drive resident since the last meeting. This had been dealt with by the Council's contractor. SMD requested that DS ask the Community Payback team to look at ensuring this path remained passable and that neighbouring properties were not adversely affected</p> <p><b>o. Fireworks Event held on 5<sup>th</sup> November</b> SMD expressed thanks to Nikki Howlett, Andrew Tuckwell and all the volunteers on a very successful Fireworks event. SJD had secured the services of a local Scout Group as collectors alongside councillors and others and the Scout Group had indicated that they would be happy to be involved again.</p>	<p><b>CLERK</b></p> <p><b>For info</b></p> <p><b>ALL</b></p> <p><b>DS</b></p> <p><b>For info</b></p>
117/18	<b>To receive an update from PAGE (Parishes Against Gravel Extraction)</b>	<p>DS reported on the ongoing work of PAGE campaigning against proposals to site a new gravel extraction site on the land between Stadhampton and Drayton St Leonard. There would be significant activity during 2019 and 2020 before a decision is made regarding the site. The Council will need to take a decision at some point over the next few months regarding funding. SMD suggested that anyone wanting more details could either contact PAGE or the Clerk</p> <p>SW reported that only one other site (Culham) was under serious consideration.</p>	<b>For info</b>
118/18	<b>To receive a report on recently decided and current Planning Matters</b>	SMD reported that going forward planning applications would now be considered at public meetings and applicants advised so that they could attend where appropriate. The Planning Application Register was tabled and this is attached at Appendix 4. The Clerk advised that applications and decisions were being reported monthly in the Village Voice.	<b>For info</b>



		SMD reported that the remaining Working Groups were yet to meet. He proposed that the Planning and Highways groups be merged and that any Public Transport issues be considered by the Amenities Working Group. This was agreed.	<b>SMD</b>
122/18	To approve payments made since the last meeting and payments to be made	The Council was asked to approve the payments listed in Appendix 5 and the Clerk listed these as well as monies received. These were <b>APPROVED</b> .	<b>For info</b>
123/18	To receive a report on and to note the current bank balance	The Clerk reported that the bank balance as at 6/11/18 was £65,663.26	<b>For info</b>
124/18	To consider and agree a response in respect of requests for funding for a) First Steps Family Hub b) Oxfordshire South and Vale Citizens Advice and c) to ratify a decision taken since the last meeting in respect of funding of up to £250 for Remembrance Day 2018	The Council had received funding requests as detailed on the agenda and attached at Appendix 6. These were discussed and agreed as follows: a) First Steps Family Hub – the Council was generally happy to support the initiative but in the absence of a budget for this in the current year it was felt that a commitment could be made for future years on the back of more detailed information which could be taken into account in a future Council budget. It was agreed that further information would be obtained by the Clerk to inform the budget process for 2019/2020 b) Oxfordshire South and Vale Citizens Advice – the Council did not feel able to support this request that had been made on the basis of the number of local residents helped by the Advice Service. The suggestion by SW was that this was outside of scope for the Parish Council and only being made in the light of reduced District Council funding. c) Remembrance Day – a decision to provide funding of up to £250 for the Remembrance Day events had been made between meetings was <b>RATIFIED</b>	<b>CLERK</b>  <b>CLERK</b>
125/18	To consider and agree a response to a request from Louise Cooper t/a The Fish House to run a weekly mobile fish & chip van on the Village Green each Wednesday evening	The Council discussed this request (Appendix 7) and it was <b>AGREED</b> that the Clerk should reply to the applicant agreeing to a 4 week trial subject to a rental payment and suitable location to be agreed.	<b>CLERK</b>
126/18	To consider and agree a response to a request to put Christmas lights on the tree on the small Green	The Council discussed and agreed this request (Appendix 8)	
127/18	To resolve to note the Correspondence received	The Clerk reported on correspondence received and other matters arising since the last meeting: a) Knights Solicitors – advising that they hold various Title Deed on behalf of the Council which the Clerk will arrange to retrieve b) Minutes of Neighbourhood Action Group c) Minutes of Parish Transport Representatives d) SODC advising Election Day as 2/5/19 and potential costs should a Parish Council Election be required e) 2017/18 Audit Report – the only issue reported on was the lack of detail on the Fixed Asset Register such as dates of acquisition of the bus shelters in Stadhampton & Chiselhampton and the War Memorial	<b>CLERK</b>  <b>CLERK</b>

		<ul style="list-style-type: none"> <li>f) Two applications from utility companies in respect of works across the Village Green in respect of Church Farm House. (These had been approved by those councillors not having an interest)</li> <li>g) OCC consultation on extending the 30mph speed limit outside the Bovis development</li> <li>h) Environment Agency Flood Risk assessment – the Clerk asked for anyone with knowledge of flooding in the villages since 2003 to get in touch with him as the EA information was very out of date</li> <li>i) SODC Deep Clean Team are visiting the parish in late November. Any specific requests can be passed through the Clerk</li> <li>j) Insurance renewal received – the Clerk is to review this for renewal in November</li> <li>k) High Sheriff Awards – nominations are invited for “anyone who has made an outstanding contribution to the community in which they live and work” through the Clerk</li> </ul>	<b>CLERK</b>
<b>128/18</b>	<b>Any other business (at the discretion of the Chairman)</b>	<p>SJD advised the arrangements for Remembrance Day with the service at 10.15, two minutes silence at the War Memorial; at 11.00 followed by a tree planting on the Village Green and then refreshments in the Village Hall. Silhouettes had been placed around the parish as part of an initiative supporting military charities. There was a brief discussion regarding maintenance of the War Memorial which is the responsibility of the Parish Council. It was agreed that this would be considered as part of an overall Parish maintenance programme.</p>	<b>SPC</b>
<b>129/18</b>	<b>Next Meeting</b>	The next scheduled meetings will be a Planning and Urgent Items Meeting on Tuesday December 11 <sup>th</sup> 2018 and an Ordinary Meeting on Tuesday 8 <sup>th</sup> January 2019	<b>For info</b>
<b>130/18</b>	<b>Meeting Closed</b>	10:20pm	<b>For info</b>

## **APPENDIX 1**

### **Statement to Stadhampton Parish Council Meeting on 6/11/18 regarding public participation in Parish Council Meetings**

I have been asked by the Council to clarify how members of the public interact with the Council in Parish Council Meetings. The overriding principle is that the Parish Council Meeting is a meeting of the elected and co-opted councillors which is normally to be held in public for the purposes of openness and transparency. Over the years the Council has adopted a more relaxed style of meetings allowing perhaps more direct public comment and participation in agenda items than might be the norm. We do of course value the attendance, interest and participation of residents but with increasingly busy agendas it is important that we run our meetings properly and in accordance with the law relating to Parish Council Meetings.

Our Standing Orders, which are based on the recommended Model Standing Orders issued by the National Association of Local Councils) state the following:

- a) Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The period of time which is designated for public participation shall not exceed 15 minutes.
- b) Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 2 minutes. A person shall raise their hand when requesting to speak and address comments to the Chair.
- c) A question asked by a member of the public during a public participation session at a meeting shall not necessarily require a response or debate.
- d) The Chair may direct that a response to a question posed by a member of the public be referred to a Councillor for an oral response or to an employee for a written or oral response
- e) Only one person is permitted to speak at a time. If more than one person wishes to speak, the Chair shall direct the order of speaking.

## **APPENDIX 2**

### **REPORT TO PARISH COUNCILS NOVEMBER 2018**

#### **FROM CLLR LORRAINE LINDSAY-GALE**

##### **GENERAL OCC REPORT**

##### **IN ALL TYPES OF WEATHER OCC CREWS ARE OUT REPAIRING THE ROADS**

Earlier this year OCC put an extra £10m into fixing the roads – effectively doubling the amount of money invested in repairs – and crews are out and about every day in all types of weather doing the job. Their work has already resulted in £1.6m worth of surface dressing with around 33km of roads being surfaced. Work is also under way on a £700,000 programme of surfacing sealing projects around the county. As well as the extra cash which is going into some larger projects, the county council has also increased the amount of relatively small-scale work it does to put right local roads that are suffering from potholes, cracks and worn out tarmac. The number of completed defect repairs between January and September this year is 35,127.

##### **SALTING, GRITTING AND SNOW CLEARANCE**

OCC is committed to keeping the network of major roads free from ice to minimise the risk of accidents and ensure the smooth flow of traffic. Precautionary salting (sometimes called 'gritting') helps achieve this aim. OCC usually salts between 2 November and 5 April. Live updates can be found here: <https://www.oxfordshire.gov.uk/residents/roads-and-transport/street-maintenance-z/salting-and-snow-clearance> Details about how community groups can request salt bins can be found here: <https://www.oxfordshire.gov.uk/residents/roads-and-transport/street-maintenance-z/salt-and-grit-bins>

##### **COUNCIL TO INVEST IN TECHNOLOGY TO IMPROVE & REDUCE RUNNING COSTS**

Plans to completely overhaul the county council were given the go-ahead by the county council's Cabinet on 16 October. They agreed a major investment in digital technology to improve customer service and reduce council running costs. The redesigned council will enable residents to report faults or book appointments online, freeing up staff time to help to service users who cannot go online or have complex care needs. Staff will be given the tools they need to do a better job and spend more time on delivering services to residents.

##### **OCC TRADING STANDARDS & POLICE CONDUCT OPERATION ROGUE TRADER**

Rogue traders and aggressive doorstep sellers were targeted during October by OCC Trading Standards as part of ongoing work to protect residents and business people. Working in collaboration with Thames Valley Police, Operation Rogue Trader aims to stop rogue business practices and raise awareness of the dangers linked to hiring cold-callers. Fourteen Trading Standards staff and around 30 police travelled around the county when 67 traders were approached and checked; ten warning letters were issued; five waste offenders were fined by district councils; and an overloaded vehicle was investigated along with seven doorstep crime offences and two police offences. Those who suspect someone of being a rogue trader, or find themselves accosted by uninvited doorstep sellers should contact the Citizens Advice Consumer Helpline on 03454 040506.

## BOOST FOR A 'FULL FIBRE' FUTURE IN OXFORDSHIRE

Hundreds of businesses and homes across Oxfordshire are set to benefit from faster internet connections, following the launch of the UK Government's nationwide Gigabit Broadband Voucher Scheme (GBVS). The £67m investment is in addition to the £200m allocated to the Local Full Fibre Networks (LFFN) programme, and will provide future-proof full fibre connections for businesses and the residential communities around them. It follows a successful pilot scheme launched in four areas around the country late last year, which has already seen nearly 1,000 vouchers used up to date. ThinkBroadband statistics show that 8% of homes and businesses in Oxfordshire already have a full fibre internet connection. Superfast broadband reaches almost 97% of premises, and even-quicker ultrafast broadband covers 51.3% of the county. The vouchers, worth up to £3,000 for a SME and £500 for a resident, provide a one-off contribution to subsidise the installation cost of gigabit-capable infrastructure. In addition to providing a boost to the 95% of the UK that can already get superfast speeds (24Mbps or faster), the vouchers could also help those not yet able to do so, helping to narrow the diminishing digital divide even further. The scheme launched at the end of March 2018 and will run until March 2021 or until all available funding has been allocated. For more information visit <https://gigabitvoucher.culture.gov.uk/>.

## CARERS CAN SHOW BADGE FOR A FREE JAB

Flu season is coming and the army of front line carers across Oxfordshire are being urged to make having a free jab a key priority. More than 8,500 staff employed in residential care, nursing homes or with registered domiciliary care providers, who are directly involved in the care of vulnerable people, are entitled to a free flu jab. Keeping this valuable workforce fit and well is essential to easing winter pressures across the county's health and social care system. Being immunised not only reduces the chances of carers themselves and their families becoming unwell, it also means that the health of the most vulnerable people in Oxfordshire's communities is not compromised.

## APPENDIX 3

SODC Monthly Briefing - Caroline Newton (Or What The Council Is Doing)

November 2018.

Planning

Renewable energy workshop for neighbourhood plans

District councillors and neighbourhood planning groups are invited to attend our Renewable Energy Workshop on Wednesday 21 November.

The event, run in association with the Centre for Sustainable Energy (CSE), will be an opportunity to discover how neighbourhood plans could take advantage of renewable energy and address the issues of climate change. It is being held in our offices at 135 Eastern Avenue between 1pm and 4.30pm.

We expect this event to be popular, so are working on a first come, first served basis. Anyone wishing to attend should register online before 5pm on Wednesday 14 November at:

<https://ebtk.co.uk/resources/stats/click.php?c=2636&e=74&o=9492&url=https%3A%2F>

[%2Fsurvey.southandvale.gov.uk%2Fs%2Frenewable%2F&a=0](https://ebtk.co.uk/resources/stats/click.php?c=2636&e=74&o=9492&url=https%3A%2F%2Fsurvey.southandvale.gov.uk%2Fs%2Frenewable%2F&a=0)

Expressway update

Following the government's Expressway corridor announcement in September, the Growth Board met to consider its implications for Oxfordshire.

After the meeting, the chair of the Growth Board, Cllr Jane Murphy, wrote to Highways England and the Secretary of State for Transport outlining our concerns about the lack of clarity on the preferred route around Oxford. You can read the full letter on the Growth Board's website.

Neighbourhood Plan updates

We now have 12 made plans in the district, most recently The Baldons, Warborough & Shillingford, Benson and Watlington.

Referendums will be held for Chalgrove and Little Milton on Thursday 22 November.

The examinations of the Goring, Cholsey and Pyrton plans are ongoing, with the final report for Pyrton expected in early November.

Motions Before Council

October's Council meeting saw an unusually high number motions being debated and agreed by Councillors. A selection is included below to illustrate the range of issues discussed.

A. "That Council agrees the principle that all new housing planning permissions of more than 75 Homes should be provided with an on-site publicly available defibrillator and asks officers to explore whether it is feasible to bring forward the necessary planning policies to achieve this".

B. "That Council asks officers to investigate opportunities to better promote the River Thames for tourism and leisure activities for all residents especially young people in the district".

C. “That Council asks officers to investigate opportunities for adopting new digital communication channels to provide residents with regular updates as part of the council’s long term technology strategy. Officers are asked to consider the scope for joint working with a range of partners, such as parish councils and Oxfordshire County Council, to develop an integrated approach to provision of community information across the district”.

D. “That Council agrees the principle that all major planning applications should consider options to facilitate cycle hire schemes where appropriate and asks officers to consider whether it is feasible to bring forward the formal planning policies that would be necessary to achieve this”.

E. “That Council asks the leader to write to the Secretary of State for the Environment, Food and Rural Affairs to urge the Government to intensify pressure on manufacturers to reduce the production of non- recyclable plastic”

#### Business Awards launch

Our Economic Development Team launched the first-ever South and Vale Business Awards on 31 October at Cornerstone. The launch and networking event explained how you can nominate successful businesses in our region for one or more of the seven award categories.

You can register to find out more information on the awards on the SO Business website <http://www.so-business.co.uk/svba/awards-events-promotion/>

#### Proposed changes to Housing Allocations Policy

We have opened a consultation on South and Vale's Housing Allocations Policy, which sets out how we will assess applications to join the housing register and how to allocate social housing within the districts.

You can read a summary of the proposed changes here

<https://ebtk.co.uk/resources/stats/click.php?c=2636&e=69&o=9492&url=https%3A%2F>

[www.dropbox.com/2Fs%2Fyeh7m2ffj846523%2Fsummary\\_of\\_proposed\\_changes.final2.pdf](https://www.dropbox.com/2Fs%2Fyeh7m2ffj846523%2Fsummary_of_proposed_changes.final2.pdf)

[%3Fdl%3D0&a=0](https://ebtk.co.uk/resources/stats/click.php?c=2636&e=69&o=9492&url=https%3A%2F)

and the full policy is available here:

<https://ebtk.co.uk/resources/stats/click.php?c=2636&e=69&o=9492&url=https%3A%2F>

[www.dropbox.com/2Fs%2Fz3q8ddbzkkrarkum%2FHAP\\_DRAFT\\_final.pdf%3Fdl%3D0&a=0](https://www.dropbox.com/2Fs%2Fz3q8ddbzkkrarkum%2FHAP_DRAFT_final.pdf%3Fdl%3D0&a=0)

You can submit your comments online until 5pm on 26 November at: <https://ebtk.co.uk/resources/stats/click.php?c=2636&e=69&o=9492&url=https%3A%2F%2Fsurvey.southandvale.gov.uk%2Fs>

[%2FHAP2018%2F&a=0](https://ebtk.co.uk/resources/stats/click.php?c=2636&e=69&o=9492&url=https%3A%2F%2Fsurvey.southandvale.gov.uk%2Fs)

#### Gigabit scheme

Let your local businesses and residents know that they can apply for the government's gigabit scheme that supports communities to achieve a better broadband connection.

The scheme is designed for small and medium businesses to access up to £3,000 worth of vouchers to upgrade their internet connection. Groups of residents can also apply for a voucher of up to £500

## **APPENDIX 4**

### **Planning Register 2018/19**

#### **Decided since last Parish Council Meeting:**

##### **P18/S3079/LB**

###### **Chiselhampton House Chiselhampton OX44 7XF**

Internal Alterations and new external windows and doors to Grade II listed Coach House. (As amended by drawings received 1 October 2018)

Listed Building Consent

##### **P18/S2531/HH**

###### **Hillview Thame Road Stadhampton OX44 7TX**

Proposed single storey sun room extension to rear, loft extension to roof and garden room at bottom of garden. (as amended by drawing no.s 379 03 rev B, 379 04 rev B, 379 05 rev B, 389 04 rev A, 389 05 rev A and 389 06 rev A to change dormer configuration, remove sun room extension and amend garden room internal layout).

Planning Permission

##### **P18/S2743/HH**

###### **Hill Copse Chiselhampton Hill Chiselhampton OX44 7XQ**

Proposed erection of a two storey rear and a single storey side extension to existing dwelling. Proposed demolition of existing garage and other outbuildings and the erection of a double garage, store and workshop building. Widening of existing vehicular access. (As amended by drawing no.s 2512-PL203B and 2512-PL204 to correct scaling issue and enlarge internal dimensions of garage to meet current standards and highlight new entrance; received on 26 September 2018).

Planning Permission

##### **P18/S2791/LDE**

###### **Bungalow at Newells Farm Stadhampton OX44 7XJ**

Occupation of building in breach of agricultural occupancy condition attached to planning permission P62/M1019.

Certificate of Lawful Use or Development

##### **P18/S2420/A**

###### **Stadhampton SF Connect Thame Road Stadhampton Oxon OX44 7TP**

Installation of 14 x fascia and 17 x freestanding illuminated signs. (As amended by drawings 1506-29-Rev B and 13506-28 Rev B received 4 September 2018 removing and altering position of crossing signs)

Consent to Display Advertisement

##### **P18/S2748/DIS**

###### **The Crown Thame Road Stadhampton OX44 7TX**

Discharge of Conditions 3 - External materials schedule for application P18/S0681/FUL. An amended scheme on a surplus second carpark to provide a single detached four-bedroom dwelling. (As amplified by additional supporting information in the form of a CGI render of the dwelling and amended by drawings accompanying e-mail received 11 April 2018 amending and enlarging parking turning areas and increase in footprint of the side element of the dwelling to accommodate the turning area).

DIS Details Agreed

##### **P18/S2550/FUL**

**Acorn Nurseries Milton Road Stadhampton OX44 7XX**

Change of use of agricultural storage barn to wedding venue for the period May to September.

Refusal of Planning Permission

**P18/S2142/FUL**

**Rofford Piggery Stadhampton OX44 7RR**

Conversion and extension of existing agricultural barn to form single dwellinghouse with associated parking and amenity space related to P17/S3437/FUL

Planning Permission

**P18/S1533/HH**

**The Gables Cat Lane Stadhampton OX44 7UN**

Part retrospective application, for replacement outbuilding (as clarified by new Proposed plan received 7th August 2018, showing the current unfinished building on the site. The originally submitted plan showed the original outbuilding which was demolished) (As amended by external cladding to all elevations, as shown on drawing reference 17.019.F.301B Rev B).

Planning Permission

**Planning applications in progress:**

**P18/S3653/HH**

**The Smithy Thame Road Stadhampton OX44 7AG**

Proposed porch and cloakroom

To be considered at PC Meeting 6 November 2018

**P18/S3604/DIS**

**Land East of Newington Road Stadhampton OX44 7US**

Discharge of conditions 7 - surface water drainage works, 8 - works for disposal of sewage and 13 - travel plan statement on APP/Q3115/W/15/3035899 (P14/S4105/O) Demolition of existing structures and outline planning permission for residential development of up to 65 dwellings (Use Class C3) and associated works including means of access, with all other matters (relating to appearance, landscaping, scale and layout) reserved (As clarified by Odour Report and Drawing Nos: 16283-02 and 16283-09 received March and April 2015)

No response required

**P18/S3507/DIS**

**Newington Nurseries Newington Road Stadhampton OX10 7AW**

Discharge of conditions 9 - archaeological watching brief and 13 - construction method statement on application ref. P16/S3988/O 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.

No response required

**P18/S3490/HH**

**Melaleuca School Lane Stadhampton OXON OX44 7TR**

Single storey front extension & loft conversion - proposed increase of roof pitch from 30 degrees to 37 degrees and insertion of dormer window to east elevation.

To be considered at PC Meeting 6 November 2018

**P18/S3386/LDE**

**Belchers Farm Bungalow Access Road To Belchers Farm Ascott OX44 7UH**

Use as building as a single dwellinghouse and external alterations

No response required

**P18/S3131/HH**

**The Gables Cat Lane Stadhampton OX44 7UN**

Demolish existing dilapidated garage and replace with existing 3 bay garage with home office accommodation over.

PC response: No Objections

**P18/S2196/LB**

**Manor Barn The Green Stadhampton OX44 7UL**

The addition of a timber trellis on top of the boundary garden wall. The neighbouring property is listed.

PC response: Objects with detailed reasons (2 councillors not consulted due to conflict of interest)

**P18/S2195/FUL**

**Manor Barn The Green Stadhampton OX44 7UL**

The addition of a timber trellis on top of the boundary garden wall.

PC response: Objects with detailed reasons (2 councillors not consulted due to conflict of interest)

**P18/S1289/DIS**

**Watlings Paddock Watlington Road Stadhampton OX44 7UQ**

Discharge of conditions 7 & 9 on application P16/S2987/FUL Use of land for the stationing of caravans for residential purposes, together with formation of hard-standing, erection of utility building and stables, and keeping of horses.

No response required

**P18/S1111/O**

**Land east of Warren Hill Stadhampton OX44 7XJ**

Outline application for the proposed erection of approximately 30 dwellings with associated infrastructure, landscaping, open space and access (all matters reserved except for access

PC response: Objects with detailed reasons. Target Decision date now 30th November

## APPENDIX 5

STADHAMPTON PARISH COUNCIL				
PAYMENTS TO BE MADE/PAYMENTS MADE SINCE LAST PARISH COUNCIL MEETING ON				04/09/2018
Date	Ref	Payee	Detail	Amount
28-Sep	FP	Windmill Landscapes	Grass cutting - August	£ 312.00
28-Sep	FP	Oxford Direct Services	Grass cutting - 30 August - North Green	£ 172.80
28-Sep	FP	Oxford Direct Services	Cutting roadside hedge	£ 141.12
28-Sep	FP	M Pawley	Payroll 2/7 - 30/9 (net)	£ 889.87
05-Oct	DD	Google	E-mail accounts	£ 22.11
24-Oct	FP	HMRC	PAYE	£ 889.87
24-Oct	FP	Stadhampton Community Hall	Meeting 10/10/18	£ 10.50
24-Oct	FP	Moore Stephens	Audit fees	£ 456.00
24-Oct	FP	Jays Property Maintenance	Monthly maintenance	£ 195.00
24-Oct	FP	Jays Property Maintenance	Hedge cutting	£ 185.00
24-Oct	FP	Jays Property Maintenance	Safely fell tree in Mill Lane/Lucerne Drive	£ 90.00
24-Oct	FP	Windmill Landscapes	Grass cutting - September	£ 312.00
24-Oct	FP	Castle Water	Water (Pavilion)	£ 59.02
24-Oct	FP	SODC	Dog bin emptying	£ 52.38
24-Oct	FP	Oxford Direct Services	Tree works at East End of Village Green	£ 451.58
06-Nov	FP	Clr S Davis	Expenses in respect of Remembrance Events	£ 82.19
06-Nov	FP	Windmill Landscapes	Grass cutting - October	£ 312.00
06-Nov	FP	Jays Property Maintenance	Monthly maintenance	£ 195.00
06-Nov	CHQ	The Poppy Appeal	Wreaths for Remembrance Day	£ 33.50
RECEIPTS SINCE THE LAST PARISH COUNCIL MEETING ON				04/09/2018
06-Sep	BGC	SODC	Precept 2018/19 - 2nd 50%	£ 5,791.00
11-Sep	BGC	HMRC	VAT	£ 2,202.97
24-Sep	500057	Knights	Legal fees refund	£ 60.00

## APPENDIX 6

### AGENDA ITEM 17a

I have spoken with the First Steps Family Hub committee and they have given the attached financial information for you to look at during your next meeting. You can see on there what the other parish councils give us but we are totally aware that Stadhampton is a much smaller parish and only a small numbers of families attend from Stadhampton and Chiselhampton at the moment. We are the nearest family hub to the village and would love more people to attend.

#### First Steps Chalgrove & Watlington Family Hubs Budget 2018/19

##### Income (£)

OCC Transitional Funding	10,000
Watlington Parish Council	5,000
Chalgrove Parish Council	5,000
Watlington support fund	1,000 (tbc)
RAF Benson	500 (tbc)
Fund raising	500
Space hire	1300
Session donations	4,000
Other Parish Councils	500
Total	27,800

Note. (tbc) Of above £2000 being sought after. This includes the £500 general fund raising.

##### Expenditure (£)

Administration staff	12,000
Cleaning staff	350
Play workers	8,000
DBS	100
Training	200
Insurance	173
Other premises	2,000
Educational resources	1,000
IT resources	100
Advertising	500
Photo copier rent & usage	1,000
Telephone & other coms	600
Total	26,023

Note 1. 2018/19 is the second year of OCC transitional funding. 2019/20 will be the last year of transitional funding. Therefore by 2020/21 we have to replace £10,000 of funding

Note 2. We have gained £2,500 by providing a creche at the Beacon festival and have been booked again for the 2019 event.

### AGENDA ITEM 17b

Oxfordshire South and Vale Citizens Advice (OSAV CA)  
(Incorporating: Abingdon on Thames, Didcot, Henley on Thames, Thame, Wallingford and associated outreaches)

Once again our sincere apologies for previous emails and confusion between parishes and ward. The calculations detailed below are for your specific parish.

I am writing to apply to the Stadhampton Parish Council for a donation towards the cost of Oxfordshire South and the Vale Citizens Advice (OSAV CA) in 2018/19.

Many local residents rely on our advice. In 2017/18, we advised 10,115 people from South and The Vale in face-to-face meetings or by phone, a 14% increase over the past 2 years. This total included 13 residents from Stadhampton Parish.

Each advice session costs on average about £36 so the total cost of our service for your parish was an estimated £468.00.

About 70% of this amount is supported by District Council grant but this is reducing year on year. We therefore need to secure funding from a wider range of sources - including Town and Parish Councils.

You can be confident that contributing to Citizens Advice makes a difference. Nearly three quarters of our clients (72%) resolve their problems. Our support prevents some from losing their home or job and for many has a beneficial effect on their mental health.

Furthermore, the quality of our advice has been assessed as 'good', the highest ranking. Our clients give us high satisfaction scores. We provide value for money with a low 'cost per case' figure: our 156 skilled (unpaid) volunteer advisors work from 5 Advice Centres and 4 outreach locations and are supported by just 9 FTE paid staff.

To give a sense of our work and its impact, please click on the following link to read some case studies and testimonials.

<https://drive.google.com/file/d/1obubPRS1vIxHMyZP3kHGw6nuKFTM2kOp/view?usp=sharing>  
Our records show that you have not funded us before. I do hope you will be able to help us on this occasion. Please let me know if you need further information.

I look forward to hearing from you.

Yours sincerely

Jon Bright  
Director

## **APPENDIX 7**

### **AGENDA ITEM 18**

Thank you for your reply I am looking to serve fish and chips on a Wednesday evening 5:00pm-9.00pm this would be every Wednesday so there is no confusion what week we are coming. I am open to options on where to park but around the green would be good. I am just wondering is the small green/ car park next to the church common land or is this owned by the church as it may be good to serve food here as people can park. I have been looking into getting a street license and it is going though now we haven't had one with this catering van as I have been doing festivals on private land. Once I have my street license I can then pass you over all the details we have for insurance and other appropriate documents you may need. As for the litter there will be a bin for customers to put their litter in and any litter we have will all be taken home with us nothing will be left behind.

I have had 5 years experience working on a catering van for a lovely couple I can get references from them if you would like this we have done some local events around here including RAF family day, beacon festival up Watlington hill and testworth boot sale in the summer. I have recently brought my own catering van to have my own business this is a family run business with Mum and I serving the food. We have done a few festivals in our van recently that went very well our customers were very happy and enjoyed their food a lot.

As soon as all documentation is in I will let you know.

Kind regards  
Louise  
(The fish house)

## **APPENDIX 8**

### **AGENDA ITEM 19**

I am writing to you as a parishioner of Stadhampton, who has a passion for community.

The Parish Council kindly sponsored the lighting of the Christmas tree on the green Christmas 2016, which included children from our primary school, Little Bears nursery and villagers. It was a huge success, and brought our community together. It lifted the spirits of all locals that Christmas.

Unfortunately I was unable to do this in 2017, but with the backing of the Parish Council, it would be lovely to reinstate the illumination of our village Christmas tree on the green again this year, with the premise to make this an annual event.

I have reached out to a local business with a cherry picker to help with placing the lights on the tree, then removing them in early January 2019.

Unfortunately in early 2017, we had trouble removing the lights due to weather conditions, which were particularly wet, and the lights were damaged on their eventual removal. I have secured funding for new lights already.

My thoughts were to have the lights in place late November, ready for the lighting ceremony in early December, in coordination with the school.

Would you please raise my case with the Parish Councillors now, and raise it at the next Parish Council meeting, so we can bring our community and our school together and make this happen as an annual event?

Best wishes

Angela Pawley