



THE CAUSEWAY

STEVENTON PARISH COUNCIL

Mrs. Angela Einon, Parish Clerk

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Minutes of a Meeting of Steventon Parish Council held on Tuesday 2nd January 2018 in the Village Hall Millennium Room

1. APOLOGIES FOR ABSENCE

There were no apologies.

2. PRESENT

Dr C Wilding Chair, Mr J Bennett, Mr R Bosley, Mrs C Brickwood, Mr J Clark, Mr R Green, Mrs C Denton, Mr J Spiller and Mr R Wilkinson. Mrs A Einon (Parish Clerk), and Cllr M Fox-Davies(OCC) were in attendance. There were seven members of the public present.

3. DECLARATIONS OF PECUNIARY INTERESTS AND OTHER DECLARATIONS

To receive any declarations of disclosable pecuniary interests, and other declarations, in respect of items on the agenda for this meeting.

No pecuniary declarations were received.

4. PUBLIC PARTICIPATION

The Chairman wished all those present a Happy New Year.

4.1 Causeway bank

Nothing has been done to repair the damage to the verges that have been squashed into the ditch by large lorries. Dr Wilding agreed to chase the contact who had suggested gabions at Highways. Mike Fox-Davies will also follow up this and the Hanney Road.

4.2 Truck

Truck had agreed that all setup traffic would be via Featherbed Lane where a new track would be installed. No doubt some that had attended previously would still ignore the instructions but providing stewards were aware they would be redirected. This year there would be 15000 attending.

5. REPORT FROM ANY COUNTY OR DISTRICT COUNCILLOR IN ATTENDANCE

Cllr Mike Fox-Davies.

Budget plans for the County Council are at present, based on a Council Tax rise of 4.99% (1.99% referendum limit plus 3% social care precept). However, in December, Central Government announced councils could add an additional 1%, should they so choose. This is currently under consideration. The Budget must be approved by Cabinet, then Full Council on February 13th. Trading standards are targeting illegal tobacco. In October HMRC released figures showing illegal tobacco made up 15% of all cigarettes and 28% of hand-rolling tobacco smoked in the UK. Taxpayers lost around £2.5 billion from the illicit trade in 2016-17. This money, for example, could be used to fund over 50,000 new NHS nurses for a year. Anyone with information relating to illegal tobacco being bought or sold should inform Trading Standards. 1 million tonnes of rubbish have been transformed into energy at Ardley. Sufficient energy to power 38,000 homes and export energy to the grid. OCC have published a Snow Guide. Concerns had been expressed that it was illegal to clear snow from the pavements and anyone doing so would be liable for any accident. This is not the case there is no legislation to stop snow being cleared, care should be taken not to increase any risks.

Following up the chicane, lorries, vibrations and state of repair of Hanney Road.

6. APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the meeting held on 5th December, were accepted as a true record. Item 5 penultimate paragraph change Benson to Crowmarsh Gifford.

Proposed: Mr Bennett: Seconded: Mr Clark.

7. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING – REPORTS ON ACTIONS

7.1. Linden snagging

Meeting to be arranged. No progress over Christmas shutdown.

Action 18/01/01: Mr Green.

7.2. Registration of Parish Council Land

Mr Green was awaiting a template from the Land Registry. Closed for Christmas.

Action 18/01/02: Dr Wilding/Mr Green

7.3. Joint Parish Liaison

The Chair would prepare a draft letter to reservoir affected parishes and those in the vicinity. A representative group would require strong leadership and a location for meetings.

Action 18/01/03: Dr Wilding

8. DATA PROTECTION NEW LEGISLATION FROM MARCH

Major changes to the Data Protection laws are to come into force from March this year. It appears that a Data Protection Officer should be appointed. The Finance and General Purposes Committee to meet to discuss the implications and way ahead for the Parish Council.

Action 18/01/04: F&GP

9. CREATING COMMUNITY EMERGENCY RESILIENCE PLAN

Propose to set up a working group including volunteers from the community. Chair to put in Steventon News and ask for volunteers. The plan would be more content gathering and knowledge of the most vulnerable in the community. Possibly somebody in each street to hold information on the location of the vulnerable. This is not just a Parish Council initiative but should involve volunteers and those with local knowledge of the Parish. The village hall is the logical place to meet and to disseminate information to others. A Resilience working group was initially set up consisting of Mr Bennett, Mr Green, Dr Wilding and Mr Clark.

Action 18/01/05: Dr Wilding/Mr Green

10. PRECEPT FOR 2018-19

The Parish Council extensively discussed the Precept for next year. Expenditure is always difficult to precisely anticipate as the village has many trees and ditches which are unpredictable. All are constantly under review, but nature cannot be controlled. Money has been set aside in the past years for clearing ditches, advice from the Environment Agency and the water vole population has prevented this being done. A real possibility that the horse chestnut trees on the village green would require felling due to disease, has at present been unnecessary though a replacement programme is required. The Parish Council has funded an extensive study of the trees and are waiting for the outcome. There is a large amount of reserves in hand, though insufficient for a puffin crossing which is a major want in the community. It was decided to set the precept at £24,500, this is the same amount as previous years, but represents a reduction to house owners because of the increase in the number of properties.

11. FOOTPATHS, GULLIES AND ROAD EDGES

The footpath outside 12 Mill Street is very restricted by the overgrown hedge. The tree by Appletree Barn is blocking the light to the road, this may require permission from the Vale Tree Officer as it is in the conservation area. Little Lane footpath from Castle Street is rather overgrown. The Clerk would write to all of those concerned requesting the work be done before birds began nesting. The Parish could arrange for the work to be done, on their behalf and at their expense if required.

The Clerk was asked to contact the OCC Footpaths officer, regarding Little Lane feedback on previous width query where it runs alongside the railway.

12. DONATIONS FOR 2017-8

The following applications had been received requesting funding this year.

South and Vale Carers Centre Didcot	Advice, information and practical support for young carers
Enrych Oxfordshire	Adults with physical disabilities in Oxfordshire supported by volunteers to participate in social events and home visits.
Home Start Southern Oxfordshire	Visit families in the home providing support for those with at least one child, help and advice
Oxfordshire South and Vale Citizens Advice	50% funded by District Council raise the remainder
Thames Valley Air Ambulance	No funding from government
Oxfordshire Association for the Blind	County Council funding reduced to £12,500 from £50k Support people to live independent and active lives increasing need.
Victims of Abuse	We are writing to all Parish councils within Oxfordshire to request a donation of £100 towards the continuation of counselling and support for our male and female victims of abuse. We receive no statutory funding despite having in excess of 150 clients a year. These clients come from all areas and include individuals from your parish.
Wantage Independent Advice Centre	Wantage Independent Advice Centre provides a range of services to residents living in the Vale of White Horse

	district. Although our office location is in the center of Wantage, our services are very much geared towards being “In” the Vale and “For” the Vale. Provides advice, support, transport
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The amount allocated in the Precept was discussed and agreed that £700 should be vired from special projects expenditure to make the total available to £1500. Victims of Abuse had requested £100 and this was agreed the other seven applicants were awarded £200 each.

13. ITEMS FROM RISK ASSESSMENT ACTION SCHEDULE

13.1. Review Financial Report and agree Precept for next Year at the January Meeting.

See 10 above

13.2. Check made quarterly to ensure no personal details of the general public are held on computer.

No personal details – procedures to be instigated and reviewed at the F&GP meeting.

13.3. Council to obtain and review statements of personnel’s employment status annually.

No self-employed personnel.

14. WORKING GROUP, SUB-COMMITTEE AND REPRESENTATIVES ACTIVITIES

14.1. Finance and General Purposes Committee JB, CB, RB, JC, CW, RW, Clerk

Schedule meeting in January to discuss Data Protection.

14.2. Planning Committee RB, CD, RG, JS, CW, Clerk

Not met.

14.3. Burial Ground CD, CB, RW, Clerk

The owner of the bench had been established and the Clerk would be writing to ask for repairs to be made.

14.4. Open Spaces – Trees, Greens, Waterways and Footpaths RB, JC, CB, JS, RW,

The professional tree report was still awaited. The Clerk had emailed the provider but had yet to receive a response.

14.5. Recreation and Leisure – Playground, Sports Hall RB, CD, RG, CW

A suggestion that an inflatable Sports Hall may be a more realistic aim, was still under investigation

14.6. Village Infrastructure – Railway, Roads, Drains JB, RB, RG, JS, CW

Not met.

14.7. Houses and Planning JC, CD, RG, JS, CW

Not met.

14.8. Sarinc RW, CD

Nothing to report

14.9. Neighbourhood Plan RB, CB, RG, JC, JS, CW, Clerk and volunteers: Lorraine Atkins, Laura Bosley, Nigel Goode, Caroline Miller, Nick Thompson

Awaiting progress from Bluestone Planning on character assessment.

14.10. Other representative reports

Mr Clark had met with Mr Hall who was willing to continue to arrange and oversee the coppicing required for Steventon Copse. It was hoped to arrange a day soon for volunteers to do some of the work.

Action 18/01/06: Mr Clark

12. FINANCE

12.1. FINANCIAL REPORT 2017-18

The financial report was discussed and agreed. Proposed: Mr Bosley. Seconded: Mr Wilkinson

12.2. CHEQUES FOR SIGNATURE

13. CORRESPONDENCE

13.1 Received

6/12/17	E	Robert Green	Original 2014 Railway Questionnaire	
6/12/17	E	Events at SLCC	Crisis Management Lessons for Local Councils	
6/12/17	E	crwilding	Re: Energy Recovery Tour	
6/12/17	E	Lillington, Tanya	Re: Steventon NDP - Character Assessment	
7/12/17	E	crwilding	Re: Bellway Homes	
7/12/17	E	reminder	URGENT Charity Commission deadline: 300205 - RECREATION GROUND S	
7/12/17	E	Kathryn Blofield	M4 Junctions 12 to 13 West Berkshire - Weekend Closure Reminder	
7/12/17	E	crwilding	Re: Bellway Homes	
7/12/17	E	Robert Green	Re: Temporary Parapet for Steventon Bridge	
7/12/17	E	SLCC Membership	News Bulletin 7th December 2017	
8/12/17	E	OALC	Transparency Code grants for small councils under £25,000 turnover -	
8/12/17	E	Regwwaite	The 'Giant Warehouse' in Sutton Courtenay	
8/12/17	E	Jo Fever	Ock Catchment Partnership Meeting Minutes	
8/12/17	E	crwilding	Re: Bellway	
8/12/17	E	crwilding	Fwd: [EXT] Re: Vale's Railway Consultant	
8/12/17	E	Planning Vale	Autoreply	
8/12/17	E	Healthwatch Oxfordshire	Healthwatch Oxfordshire Briefing, December 8 2017	
8/12/17	E	Robert Green	Re: Bellway Homes	
8/12/17	E	Robert Green	Re: Planning returns	
8/12/17	E	Robert Green	Re: Bellway Application	
8/12/17	E	crwilding	Re: [EXT] Re: Vale's Railway Consultant	
8/12/17	E	Steventon News	STEVENTON NEWS - Monday 18 December is the deadline for the January	
8/12/17	E	C Brickwood	Re: Bellway Application	
8/12/17	E	Jonathan Spiller	Re: Bellway Application	
8/12/17	E	crwilding	Fwd: Incident: 171207-000266	
9/12/17		Steventon Friendly Association	Invitation to post-Christmas party Sunday 21 January 1pm	*
9/12/17	E	John Clark	Re: Bellway Application	
9/12/17	E	alert	System Admin Update New Email Layout 09/12/2017 17:49:38 [201258]	
11/12/17	E	Communications	Waste and recycling collection update - Monday 11 December	
11/12/17	E	Community Engagement	Parish Newsletter - Rural Crime Update from ACC Nikki Ross	
11/12/17	E	planning	Weekly Receipts List between 04/12/2017 and 10/12/2017	
11/12/17	E	crwilding	Re: Bellway Application	
11/12/17	E	OCVA Training	Promote Your Organisation: Local Charities Day 15th December	
11/12/17	E	Kathryn Blofield	M4 Junctions 12 to 13 West Berkshire - Weekend Closures Update	
11/12/17	E	Jon Spiller	Objection to Bellway Homes Development P17/V2902/FUL Land at Abing	
12/12/17	E	OALC	OALC End of Year Accounts training 18th January BOOK NOW	
12/12/17	E	Events at SLCC	Empower yourself, your council & your community	

12/12/17	E	Civic Voice	War Memorials News - 12th December 2017	
12/12/17	E	Bunn, Eleanor	IMPORTANT TIME CHANGE	
12/12/17	E	Robert Green	Re: Bellway Application	
12/12/17	E	Robert Green	FW: [EXT] Re: Vale's Railway Consultant	
13/12/17	E	Corporate Strategy	FAO Chris Wilding - Grants Workshop Slides	
13/12/17	E	Bunn, Eleanor	Re: IMPORTANT TIME CHANGE	
13/12/17	E	Matthew Barber	Policing in the Thames Valley December 2017 Newsletter	
13/12/17	E	The Office of the Police and Crime Commissioner	Police and Crime Commissioner - December Newsletter	
13/12/17	E	alert	Neighbourhood Policing Newsletter 13/12/2017 12:00:26 [201645]	
13/12/17	E	Sarah Purdie	Oxfordshire South & Vale Citizens Advice - Grant Aid	
13/12/17	E	registration	Planning Decision Notice - P17/V2338/LB	
13/12/17	E	People Ponds and Water Office	People, Ponds & Water e-newsletter - Have you sent us your results?	
13/12/17	E	alert	Fake Government Grants Fraud Alert 13/12/2017 15:54:10 [201710]	
13/12/17	E	crwilding	Steventon News PC report attached	
13/12/17	E	HMRC Business Help	Important information for employers	
14/12/17	E	Robert Green	Re: Bellway Application	
14/12/17	E	HMRC Business Help	Statutory payments clear advice	
14/12/17	E	crwilding	VWHDC Network Rail	
14/12/17	E	Oxfordshire Community and Voluntary Action	Save the date! South and Vale VCS Forum 2018	
14/12/17	E	London Oxford Airport Con	20171214 - London Oxford Airport Consultation Notification	
14/12/17	E	Brewerton, Charlotte	Automatic reply: Bridge advisor	
15/12/17		Reeves Memorials	Memorial request for Joan Hill	
15/12/17	E	Cllr Matthew Barber	Latest Vale news December 2017 - Oxfordshire infrastructure flooding,	
15/12/17	E	Communications	Permanent chief executive appointed at South and Vale.	
15/12/17	E	crwilding	Xmas	
15/12/17	E	Communications	Waste has never bin so easy with new smartphone app	
15/12/17	E	Maureen Owen	Memorial bench for Mum and Dad	*
15/12/17	E	Oxfordshire County Council	December's Oxfordshire Matters newsletter - from the county council	
15/12/17	E	RAF Brize Norton Consult	RAF Brize Norton Public Consultation - Airspace Change Proposal	
15/12/17	E	Robert Green	Fwd: Christmas works on the line	
16/12/17	E	Stewart Lilley	Steventon & Railways works.	
18/12/17	E	Communications	Press release - Christmas and waste recycling collections	
18/12/17	E	planning	Weekly Receipts List between 11/12/2017 and 17/12/2017	
19/12/17	E	Came & Company Local Council Insurance	Merry Christmas from Came & Company Local Council Insurance	
19/12/17	E	Wright, Sarah - E&E	Ridgeway Winter Newsletter	
19/12/17	E	RAF Brize Norton Consultat	RAF Brize Norton Public Consultation Update	
19/12/17	E	Jo Fever	Ock Partnership: Talk and Discussion about Water Friendly Farming pro	
19/12/17	E	harwell.ssg (MAG)	NDA Update	
19/12/17	E	The Baker at The Old Farmhouse	Christmas Opening Hours	

19/12/17	E	Vale of White Horse DC	Vale News - December 2018	
19/12/17	E	South Oxfordshire DC	South News - December 2018	
20/12/17	E	SLCC Membership	Merry Christmas from your SLCC	
20/12/17	E	Campaign to Protect Rural England Oxfordshire	Council supports Public Inquiry into Expressway - CPRE Oxon News Dec	
20/12/17	E	Communications	Press release - Helping residents keep warm and healthy this winter	
20/12/17	E	HMRC Business Help	National Minimum Wage Guidance to avoid underpayment	
20/12/17	E	Stakeholders - Corporate	Emergency planning update for Christmas	
20/12/17	E	Lloyd, Jeremy	important - register of members interests	
20/12/17	E	Gary McGee (Funeralcare)	Esme Emily Bown Service	
20/12/17	E	registration	Planning Decision Notice - P17/V2953/HH	
20/12/17	E	registration	Planning Consultation - P17/V3319/FUL	
21/12/17	E	Stakeholders - Corporate	FW: Emergency planning update for Christmas - SLIGHT CORRECTION	
21/12/17	E	East, Emma	Press release - Put your real tree to good use after Christmas	
21/12/17	E	Caring Homes Oxfordshire	Beds are available at our Care Homes in Oxfordshire	
21/12/17	E	SARINC	SARINC Minutes	
22/12/17	E	C Brickwood	Alterations to parapets on railway bridge	
22/12/17	E	Communications	Press release - Over £100,000 awarded in the Vale of White Horse area	
22/12/17	E	Healthwatch Oxfordshire	Healthwatch Oxfordshire has sent you a message	
22/12/17	E	Heinrich Candy TV police	Survey on an increase in council tax to help protect operational poli	
23/12/17		HMSO	Changes to VAT claims	
23/12/17	E	Planning Vale	Autoreply	
23/12/17	E	Cllr Mike Fox-Davies	Fw: Emergency planning update for Christmas	
25/12/17	E	planning	Weekly Receipts List between 18/12/2017 and 24/12/2017	
27/12/17	E	Kelly Brownsill	Defibrillator Verification	
27/12/17	E	Gary McGee (Funeralcare)	Re: Esme Emily Bown Service	
28/12/17	E	Gateway Confirmation	Successful Receipt of Online Submission for Reference 475/YA57774	
28/12/17	E	Gateway Confirmation	Successful Receipt of Online Submission for Reference 475/YA57774	
29/12/17	E	Broadband	Planned Broadband coverage for the parish of Steventon	
1/1/18	E	planning	Weekly Receipts List between 25/12/2017 and 31/12/2017	
1/1/18	E	Planning Vale	Autoreply	
1/1/18	E	Gateway Confirmation	Successful Receipt of Online Submission for Reference 475/YA57774	
1/1/18	E	shopper	WorldPay CARD transaction Confirmation	
2/1/18	E	Cllr Mike Fox-Davies	Re: Minutes of December meeting	
2/1/18	E	Rita Atkinson	Damascus request 1918-19	

13.1.1 **Steventon Friendly Association.** Invitation to post-Christmas party Sunday 21 January 1pm. Catherine Brickwood agreed to attend to represent the Parish Council.

13.1.2 **Memorial bench**

A request to install a memorial bench, preferably in the burial ground, was discussed. The Clerk proposed waiting a response to her letter regarding repair of the bench currently in the burial ground, if it were to be removed then Mrs Owen may be able to reuse that space, otherwise a bench on the Little Green had been previously agreed and not taken up.

13.2 **Sent**

6/12/17	E	Rita Atkinson	Re: Damascus Youth Project
6/12/17	E	Chris Wilding	Fwd: Fwd: RE: Energy Recovery Tour
6/12/17	E	Lillington, Tanya	Re: Steventon NDP - Character Assessment
6/12/17	E	Steventon Neighbourhood	Fwd: RE: Steventon NDP - Character Assessment
6/12/17	E	crwilding	Re: Fwd: Bellway Homes
8/12/17	E	Robert Green: , Chris Wild	Planning returns
8/12/17	E	Planning at Vale	Return forms
8/12/17	E	crwilding	Re: Fwd: [EXT] Re: Vale's Railway Consultant
8/12/17	E	Parish council	Bellway Application
12/12/17	E	Steventon News	Fwd: Parish Newsletter - Rural Crime Update from ACC Nikki Ross
12/12/17	E	Jon Spiller	Re: Objection to Bellway Homes Development P17/V2902/FUL Land at Ab
13/12/17	E	Bunn, Eleanor	Re: IMPORTANT TIME CHANGE
13/12/17	E	Chris Wilding	Fwd: FAO Chris Wilding - Grants Workshop Slides
14/12/17	E	charlotte.brewerton	Bridge advisor
15/12/17	E	crwilding	Re: Xmas
20/12/17	E	Wright, Sarah - E&E	Re: Ridgeway Winter Newsletter
23/12/17	E	Planning at Vale	P17/V3203/LB and P17/V3204/P18
23/12/17	E	Gary McGee (Funeralcare)	Re: Esme Emily Bown Service
28/12/17	E	Parish council	Meeting 2nd January
28/12/17	E	admin Think trees	Order status
29/12/17	E	Cllr Mike Fox-Davies	Minutes of December meeting
1/1/18	E	Planning at Vale	Return forms
2/1/18	E	Rita Atkinson	Re: Damascus Youth Project

14. PLANNING MATTERS

Cllr Matthew Barber to be asked to support the Parish Council's objection to the erection of 52 houses in Abingdon Road. P17/V2902/FUL

17.1. Applications

17.1.1. P17/V3319/FUL Bramble Grange Hanney Road Steventon ABINGDON OX13 6AP

Retrospective application for the change of use of existing Bramble Grange Farm for C2 (residential institutions) purposes, including change of use of existing dwelling and annexe use from C3 (dwelling house) to C2 (residential institutions).

No objection

17.1.2. P17/V3264/MPO 22-24, 28-33 & 42 & 43 Milbank Way Steventon OX13 6FF

Modification of the obligation for P14/V0866/FUL to uplift the value from currently Existing Use Value - Social Housing to Market Value Subject to Tenancy.

Information only

15. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

Mr Clark reported that the Parochial charities had completed the planting of replacement trees on the Causeway. Merial Wilcox had agreed to take over as Clerk.

Agenda items:

Future of the Marlborough Trophy

Correspondence report. Too long.

16. DATE OF NEXT MEETING 6th February 2018

The meeting closed at 8.30 pm

APPROVAL Signed as a true record of the Meeting:

Name: Dr C R Wilding

Position: Chairman of the Parish Council

Signature:

Date: 6th February 2018