



THE CAUSEWAY

STEVENTON PARISH COUNCIL

Mr.s. Angela Einon, Parish Clerk

Telephone: 01235 831024

Email steventonpc@tiscali.co.uk

Minutes of a Meeting of Steventon Parish Council held on Tuesday 7th June 2016 in the Village Hall Millennium Room

1. APOLOGIES FOR ABSENCE

Apologies were received from Mr J Clark, Cllr S Lilly (OCC) and PCSO Gary Kirby

2. PRESENT

Dr. C Wilding Chair. Mr J Bennett, Mr R Bosley, Mrs C Denton, Mr R Green, Miss L Humphries, Mr J Spiller and Mr R Wilkinson. Mrs A Einon (Parish Clerk) and Cllr M Barber (VWH) were in attendance. There were twenty-eight 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.

There were no declarations.

4. PUBLIC PARTICIPATION

4.1. Network Rail

Update: Cameras had been installed at the two level crossings for up to eleven days. The output was in the form of pictures which required analysis, OCC had managed to interpret one hour, but the level of traffic had been too great to analyze all. Richard Warren and Kathy Champion were trying to work out how to interpret. There was a scheduled meeting on 23rd June to discuss with Network Rail all of the happenings in Oxfordshire, Steventon to be a special item on the agenda. A bulletin would be sent to the Parish Council and Cllr S Lilly. Dr Wilding had written to Ed Vaizey requesting clarification of Stocks Lane crossing. Their response had been that Public affairs had commission a traffic survey in a few weeks and will come back with more information. This is an appalling response to a government minister. Silence since September, we all deserve better.

The Parish Council require an equivalent period of time to consult on the eventual plan.

The Parish monitor had been purchased with a view to reconcile discrepancies with surveys of traffic volume and frequency in the village. It has been at Stocks Lane crossing and was now at Causeway, when these were complete it would move around the village to Hanney Road, High Street, School Close and any other areas of concern. Results were being forwarded to the PCSO.

The volume of traffic affects the closure of the crossing and Highways have ultimate responsibility for provision. Electrification will increase downtime of the level crossing as trains increase and travel faster.

4.2. Complaint about a Parish Councillor

A complaint had been made both to the Parish Council and to the Vale of White Horse District Council concerning a member of the Parish Council. The complaint has to be dealt with by the District Council and no discussion could take place at this meeting.

4.3. Truck

Matt Harrap kindly attend to inform us of plans for Truck this year. This year the event would be extended to three days and the numbers increased from 6500 to 10000. Traffic will not go through the village but will be directed to an access in Featherbed Lane, this postcode will be on all media release. There is over a mile of off-road facility to contain the queue. Anyone attempting to access via the village will be stopped by stewards. Pedestrians will have access via the village and litter bags will be distributed and emptied along the Causeway and past the Church. Sunday evening the main stage will shut at 10.15 pm, smaller stages will shut at 1.30 am.

4.4. PCSO Gary Kirby was unable to attend but sent the following report.

I have had a look for the months March, April and May and below are incidents of note.

05/04/16 – Burglary to a property on the Hanney Road. Arrests have been made and enquiries are ongoing.

18/04/16 – Theft of a push bikes from Field gardens. No further lines of enquiries.

06/04/16 – Theft of new house hold appliance from a new build house. Ongoing enquiries.

20/05/16 – Theft from motor vehicle in Brind Close. Power tools were stolen. No further lines of enquiry

28/05/16 – Criminal damage to a vehicle in Brind Close, where the window was smashed. No lines of enquiry.

28/05/16 – Criminal damage to bridge near to allotments. Which I believe has now been reported.

Between 18/05/16 & 27/05/16 there have been various reports of thefts and burglaries from the Steventon Storage Facility. Items including tools, power tools and a compressor along with a vehicle have been stolen. There are enquiries ongoing in relation to this.

Further to this there have been other incidents of a similar nature in other surrounding Village's. There are various enquiries ongoing into these.

5. REPORT FROM ANY COUNTY OR DISTRICT COUNCILLOR IN ATTENDANCE

Cllr Matthew Barber gave an update on the Local Plan part 1, hoping to have a report this month. The latest figures had been submitted which gives a 7-year housing land supply which hopefully will stop development speculation. Part 2 call for smaller sites will be out at the end of this week. As the updated SHLAA will also include land for employment and retail uses, it will be referred to as a Housing and Economic Land Availability Assessment (HELAA) Land for 5 dwellings or 500sq m of employment space.

Planning changes to improve the involvement of parishes and changes to public participation were being proposed. This would reduce the workload on the Planning Department.

The District propose the abolition of some districts the County also want to devolve, each is commissioning a report.

The Vale has recruited new Neighbourhood Plan officers, Gayle Wootton and Will Sparling, and Emily Hamilton who replaces Brett Leahy.

6. APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the meeting held on Tuesday 3rd May 2016 were accepted as a true record, with amendment to item 6, the proposed 200 should read proposed 2000. Proposed: Mr Bosley. Seconded: Mr Bennett

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

7.1. Registration of Parish Council Land

The requests to the Land Registry were ongoing.

Action 16/6/01: Mr Green

7.2. Ditch clearance programme

White Horse contractors had an opportunity to commence work on the remaining ditches and the Clerk had put letters through the doors of resident's, north of the Green, likely to be affected. Feedback had expressed concern about water voles in that area and the Contractors had been instructed to work on the ditch to the east of the Green. The Clerk had received a phone call from the Environment Agency expressing concern about the work already done by the road. A meeting had been for Thursday 9th June with representatives from the Environment Agency, BBOWT and the Parish Council.

7.3. Annual inspection by ROSPA

The Clerk had established that Wickstead would supply the chains and swivels but had no recommended installer. Mr Pajak had previously installed the swings and he should be asked to look into what was required. A gap had appeared in the wet pour around the roundabout where shrinkage had occurred, again Mr Pajak had previously done this type of repair work and should be asked to quote.

Action 16/6/02: Clerk

7.4. Flood contingency Plan

Mr Green had the application for funds form which had a deadline of September.

Action 16/6/03: Mr Green

7.5. Tree safety

Mr Bosley was meeting with Mr Hall tomorrow to discuss the programme.

Action 16/6/04: Mr Bosley

7.6. Traffic calming

The machine had been sited at the Causeway crossing four weeks and the speeds had averaged at 18 mph with a maximum of 37 mph. The machine would now be moved to the Hanney Road for a two-week period, one week either way. It would then move to Abingdon Road. There was a need for a further operator as Mr Green would be away on holiday. Mr Wilkinson volunteered to assist.

Action 16/6/05: Mr Green/Mr Wilkinson

7.7. Works of art

The Parochial charities had not yet met. East Hendred had installed interesting art in the form of owls.

Action 16/6/06: Mr Clark/Mr Bosley

8. CODE OF CONDUCT

Raised under 4.3 above referred to District Council. Reiterate to all Councillors the need to read and comply with the Good Councillors Guide and to think before you act.

9. PARISH COUNCIL REVIEW LEVEL OF CHARGES

The burial ground charges had not been increased since 2012 and had fallen well behind the levels of nearby burial grounds. It was agreed that a 15% increase should be implemented, rounded to the nearest 5, effective from 1st July 2016.

Burial charges effective from 1 July 2016

| Services Provided | 2012 | | 2016 | |
|--|---------|---------|---------|---------|
| | Scale A | Scale B | Scale A | Scale B |
| Reservation of Plot with Exclusive Right of Burial | £120 | £240 | £140 | £280 |
| Reservation of Full Size Plot with Exclusive Right to Inter Ashes | £120 | £240 | £140 | £280 |
| Reservation of Small Plot with Exclusive Right to Inter Ashes | £50 | £100 | £60 | £120 |
| Burial of Still-born Child | £0 | £0 | £0 | £0 |
| Burial of a Child not exceeding 16 years | £0 | £0 | £0 | £0 |
| Burial of a Person exceeding 16 years at time of death | £60 | £120 | £70 | £140 |
| Interment of Ashes of a Still-born Child | £0 | £0 | £0 | £0 |
| Interment of Ashes of Child not exceeding 16 years | £0 | £0 | £0 | £0 |
| Interment of Person exceeding 16 years at time of death | £50 | £100 | £60 | £120 |
| Permission to Erect a Headstone or Cross | £60 | £120 | £70 | £140 |
| Permission to Erect a small memorial | £50 | £100 | £60 | £120 |
| Permission to Place a Tablet on a Grave set aside for the interment of ashes | £50 | £100 | £60 | £120 |
| Permission to Modify a Memorial | £40 | £80 | £45 | £90 |
| Searches of Registers and Provision of Copies or Extracts | £12 | £24 | £15 | £30 |

10. ITEMS FROM RISK ASSESSMENT ACTION SCHEDULE.

10.1. Standing Orders. – deferred to June meeting.

Standing Orders had been reviewed and accepted. Concern was expressed that it specified a time scale for new councillors to attend an induction meeting run by OALC, these were not necessarily available particularly if a councillor was co-opted. The Clerk to raise with OALC.

Action 16/6/06: Clerk

10.2. Publication Scheme under the Freedom of Information Act

The Publication Scheme was reviewed and accepted

10.3. Review register of Ownership annually.

Dealt with under 7.1 above.

11. WORKING GROUP, SUB-COMMITTEE AND REPRESENTATIVES ACTIVITIES

11.1. Finance and General Purposes Committee JB, RB, JC,LH,CW, Clerk

Not met

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

Not met

11.3. Burial Ground CD, LH, RW, Clerk

The Burial ground working party met on 19th May and drafted short rules to be displayed as a prominent notice by the tap.

11.4. Open Spaces – Trees, Greens, Waterways and Footpaths RB, JC, LH, JS, RW, RW

The litter bin on the Green to the north required replacement. The Parish Council agreed to purchase a new bin and have it installed. Cost to a maximum of £400.

Dr Wilding expressed concern that during the clearance of the ditch to the rear of the Green a large number of poo bags were removed. A water vole survey carried out in 2015 indicated presence in the village. It may be necessary to apply for a licence to further excavate ditches. A meeting with the Environment Agency on Thursday will hopefully clarify the situation.

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

Discussed under 7.3 above

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

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

11.8. Sarinc RW, CD

11.9. Neighbourhood Plan RB, RG, JC, JS, CW, Clerk and volunteers: Lorraine Atkins, Laura Bosley, Nigel Goode, Avril Ivin, Nick Thompson

A successful open meeting had been held on 6th June 2016 with people attending. A suggestion that there should be a table at the Church Fete and School Association Fete (there was some doubt as to if this would be held) was agreed. The terms of reference of the Steering Committee required drafting and would be circulated for decision at the next meeting.

The Locality grant, of now up to 10K, requires quotes to be submitted, expenditure could not be varied after the grant was awarded. An application to be submitted to the Vale for support of the money already spent or committed.

The commissions to CFO and HR Wallingford were nearly complete. CFO to be asked to quote for the work entailed in completing the Neighbourhood Plan and HR Wallingford to be asked about ground water and general requirement for flood management. Clive Onions also to be asked for a quote re future flood prevention and dangers.

12. FINANCE

12.1. ACCOUNTS 2016-17

The accounts to date were circulated and discussed. Proposed: Mr Green. Seconded: Mrs Denton

12.2. Cheques for Signature

| | Payable | Description | Net amount | vat | Total | cheque no |
|---|-----------------------------|---|------------|---------|-----------|-----------|
| 1 | Mrs. A Turton | Litter collection May £200 Invoice 137 | £200.00 | £0.00 | £200.00 | 2229 |
| 2 | Angela Einon | Clerk's salary May £495.55 gross £396.44 net plus Office expenses £16.67 includes pay revision from April | £416.88 | £0.00 | £416.88 | 2230 |
| 3 | White Horse Contractors Ltd | Invoices account Cler 001 no 12411 £2960.68 and 12353 £1083.08 Part of order no SPC 1066 for £6,558.96 | £3,369.80 | £673.96 | £4,043.76 | 2231 |
| 4 | Angela Einon | 1 & 1 Website basic fee £12.99 per month.3 months | £38.97 | £7.79 | £46.76 | |
| 5 | Angela Einon | Talk Talk bill to 15 MaY | £27.64 | £0.00 | £27.64 | |
| 6 | Angela Einon | OALC course payment | £75.00 | £15.00 | £90.00 | |
| 7 | | | £141.61 | £22.79 | £164.40 | 2232 |

13. Correspondence

13.1. Received

| | | | | |
|---------|---|--------------------------|--|---|
| 4/5/16 | E | Ed Vaizey | News | |
| 4/5/16 | E | 1&1 | Invoice | |
| 4/5/16 | E | Rebecca Jupp | Clean up project | * |
| 5/5/16 | E | Jeremy Lloyd | Electoral roll monthly changes | |
| 5/5/16 | E | Need not Greed | Why your council needs to object by 27 May | |
| 6/5/16 | E | Alexandra Pyle | Extra garden waste collection | |
| 6/5/16 | E | RB<A Wisdom | Cycle path Milton | |
| 6/5/16 | E | RG> R Warren OCC | Stocks Lane crossing closure | |
| 6/5/16 | E | | Letter of complaint | |
| 8/5/16 | E | Robert Green | Collection box at Coop | |
| 8/5/16 | E | Carole Denton | Collection box at Coop | |
| 9/5/16 | E | Robert Green | Speed monitor | |
| 9/5/16 | E | OALC | NALC survey | |
| 9/5/16 | E | Planning Vale | Acknowledge forms sent | |
| 9/5/16 | E | Policy planning | Town and Parish Forum 7 th July | |
| 10/5/16 | E | Peter Clarke OCC | Update on Public service reorganization | |
| 10/5/16 | E | Dr C Wilding | Collection box | * |
| 11/5/16 | E | Sally Ann Worseley | Name for 20 Fuller Way, the Score | |
| 11/5/16 | E | Dr C. Wilding | Code of Conduct | |
| 11/5/16 | E | Cllr M Barber | Vale newsletter may 16 | |
| 12/5/16 | E | Nick Blacow | Work started on phase 2 DW | |
| 12/5/16 | E | Democratic Services Vale | Web link | |
| 12/5/16 | E | Nick Turner | Thames water sewage Kennel Lane | |
| 12/5/16 | E | Dr C wilding | To Parish Council re Code of conduct | |
| 12/5/16 | E | Nick Turner | Foul water | |
| 13/5/16 | E | Communications Vale | Phone numbers change next week | |
| 13/5/16 | E | CW>Ed Vaizey | Network rail update | |
| 13/5/16 | E | Ed Vaizey | Will see what can be done | |
| 13/5/16 | E | Nick Turner | Foul sewer | |
| 13/5/16 | E | RG>Mike Woods HR | Re drainage | |
| 13/5/16 | E | RG>PCSO Gary Kirby | Recording device findings | |
| 13/5/16 | E | Peter Clarke Corporate | Invitation to unitary workshop | |
| 13/5/16 | E | RG> M Barber | Please attend meeting 7 th June | |
| 13/5/16 | E | Nick Turner | Re Thames water | * |
| 14/5/16 | E | Cllr S Lilly | Truck festival traffic diversions | |
| 16/5/16 | E | Emily Allan | Confirm contacted Network Rail requesting response | |
| 17/5/16 | E | Dick Bosley | Fair arrival date | |

| | | | | |
|---------|---|----------------------------------|--|---|
| 17/5/16 | E | Tom Iles | Invoice for ditching | |
| 19/5/16 | E | Jan Gosset OALC | Pay award | |
| 20/5/16 | E | John Clark | Ditching and water voles | |
| 21/5/16 | E | Sarinc | Minutes | |
| 23/5/16 | E | RG>Will Sparling & Gayle Wootton | Neighbourhood plan | |
| 23/5/16 | E | CPRE | Help challenge blueprint for growth | |
| 23/5/16 | E | Gayle Wootton | New lead introduction | |
| 23/5/16 | E | CW>Tom Iles | Water vole survey | |
| 23/5/16 | E | Communications | Promote registration for EU vote | |
| 25/5/16 | E | Trish Ambleford | Introduction of John Bight as director Citizens advice | |
| 25/5/16 | E | Paul Harris E&E | Protecting your rights of way | |
| 25/5/16 | E | Tom Iles | Invoice | |
| 26/5/16 | E | Johnson Dave Communications | Annual Parish Survey | |
| 26/5/16 | E | B D Tonks | Memorial charges | |
| 26/5/16 | E | E Vaizey | Referendum debates | |
| 26/5/16 | E | Community First Oxford | Community at a glance | |
| 27/5/16 | | Hutchins Payne Laura | Grass cutting | |
| 27/5/16 | E | CPRE | How dense can we be | |
| 27/5/16 | E | Supported Transport | Subsidized bus update | * |
| 29/5/16 | | Vale Planning | 97 The Causeway P16/V1194/FUL Demolish garage and garden building, erect dwelling and garage with associated landscaping and bio diversity works | |
| 29/5/16 | E | Carol Ransford | Damaged bridge | |
| 30/5/16 | E | CW>Emily Allan | Update for meeting please | |
| 30/5/16 | E | Talk Talk | Chat transcript | |
| 31/5/16 | E | RG>PCSO | Re damaged bridge | |
| 31/5/16 | E | Emily Allen | Sorry nothing yet | |
| 31/5/16 | E | Rosh Embry | FAO Dick Bosley Stile on hill | |
| 31/5/16 | E | Jan Gossett | Update for May | |
| 1/6/16 | E | Richard Binning | Re stile | |
| 1/6/16 | E | Searches Thames Water | Cannot provide copyright permission | |
| 1/6/16 | E | Jill Magnox | Draft minutes | |
| 1/6/16 | E | John Clark | Apologies for meetings | |
| 2/6/16 | | Vale Planning | P16/V1295/FUL 23 High Street, Conversion and change of use of a garage and two B & B rooms into a 3 bedroom detached dwelling. | |
| 2/6/16 | E | RG>Charlotte Dickson | Any news on Network Rail | |
| 2/6/16 | E | Emily Allan | Slight update on Network Rail | |
| 2/6/16 | E | RG>Trevor & OCC | Share results of traffic monitoring | |
| 3/6/16 | E | Jan Gossett | OALC AGM | |
| 3/6/16 | E | Jan Gossett | OALC urge to attend unitary meeting | |
| 3/6/16 | E | Francesca Taylor | Flood person not able to attend meeting bringing BBOWT rep | |
| 6/6/16 | E | BD Tonks | Memorial application form | |
| 6/6/16 | E | Jillian Southwell | Mobile library closure | |
| 6/6/16 | E | Ed Vaizey | Local news | |
| 6/6/16 | E | Cllr S Lilly | Apologies for meeting June County report | |
| 6/6/16 | E | Cllr S Lilly | Mobile library service | |

13.1.1 Planning reform meeting

The meeting regarding changes to the Planning system on 26th July in Abingdon would be attended by R Bosley, J Spiller and C Wilding.

13.1.2 Parish Forum

The Parish Forum meeting on 7th July would be attended by J Bennett and R Green.

13.1.3 Grass cutting

A communication from Highways had asked if any parish council were interested in taking over verge cutting in their area for an amount of money. It was considered to be worth enquiring as to the area involved and the likely remuneration before a decision could be made.

13.2 Sent

| | | | | |
|---------|---|--|--|------|
| 7/5/16 | E | | Thank you for your email | |
| 9/5/16 | E | Robert Green | Complaint speed monitor broken | |
| 9/5/16 | E | Vale Planning | Planning return forms | |
| 13/5/16 | E | CW>Ed Vaizey | Network Rail | |
| 13/5/16 | E | Nick turner | Thames water sewer | |
| 27/5/16 | E | Thames Water searches | Foul water searches for new developments | |
| 27/5/16 | E | Hutchins Payne Laura | Hanney Road parking | |
| 27/5/16 | E | B D Tonks | Memorial | |
| 28/5/16 | | Stewart Lilly | Agenda and Minutes | Post |
| 28/5/16 | | Matthew Barber | Agenda and Minutes | Post |
| 29/5/16 | E | Carol Ransford | Damaged bridge | |
| 30/5/16 | E | Sarinc | Damaged bridge | |
| 31/5/16 | E | R Binning | Steventon Hill stile | |
| 31/5/16 | E | Dick Bosley | FOA dick Bosley Hill stile | |
| 31/5/16 | E | Francesca Taylor Environment Agency | Meeting arrangement | |
| 7/6/16 | E | Matt Harrop | Truck attend meeting | |

14. PLANNING MATTERS

14.1. Applications

14.1.1. P16/V1295/FUL 23 High Street Steventon OX13 6RZ

Conversion and change of use of a garage and two B & B rooms into a 3 bedroom detached dwelling.
No objection

14.1.2. P16/V1232/DIS Green Farm Milton Lane Steventon ABINGDON OX13 6SA

Discharge of condition 1 (Commencement of work), 2 (Materials), 3 (Materials), 4 (Proposed treatment of roof space in bedroom 3), 5 (Glazing) on application P01/V0516/LB "Single storey rear extension. Internal alterations. Insertion of new windows. "

No comment required

14.1.3. P16/V1194/FUL 97 The Causeway Steventon ABINGDON OX13 6SJ

Demolish garage and garden building, erect dwelling and garage, with associated landscaping and bio-diversity works.

Object Erosion of green open space. Adverse impact on the Conservation area. New build in a previously rural environment.

Drawings do not clearly indicate the problems of access, both the agreement of joint access by other properties and the closeness to the railway level crossing.

15. MATTERS FOR FUTURE DISCUSSION AND INFORMATION

Linden Homes update on agreement.

Lifebelts and safety of balancing ponds.

16. DATE OF NEXT MEETING 5th July 2016

The meeting closed at 9.45 pm

APPROVAL Signed as a true record of the Meeting:

Name: Dr C Wilding

Position: Chairman of the Parish Council

Signature:

Date: 5th July 2016