

Minutes of Meeting of Warborough Parish Council
Wednesday 2nd September 2020
Held remotely due to COVID-19 restrictions

Present Cllr William Pattison (BP) Chair
Cllr Jonnie Bradshaw (JB) Vice-Chair
Cllr Michael Herbert (MH)
Cllr Nick Brown (NB)
Cllr Helen Brawn (HB)
Cllr Nigel Conie (NC)
Cllr Will Partridge (WP)
District Cllr Sue Cooper (SC)
Lynda Raynor (Acting Clerk) LR
Clare Lennon (GH Booking Clerk) CL
9 Members of the public

2020/130 **Apologies** – None

2020/131 **Declarations of interest (existence and nature) with regards to items on the agenda.**
None

2020/132 **Confirm the minutes of the meeting on 3rd July 15th July & 5th August 2020**
Minutes from the three meetings had been circulated to all Councillors prior to the meeting. BP proposed to sign the minutes as an accurate record of the meeting all other councillors in favour.

2020/133 **County Councillor's Report**
LLG had previously submitted her report that had been circulated to Councillors & will be attached to the minutes

2020/134 **District Councillor's Report**
No report had been received from SODC. – Cllr Cooper, who joined by phone said she was happy that any news from SODC had been previously received by Councillors under communications already sent out.

2020/135 **Planning**
P20/S2097/LDE – 1 The Workshop, Shillingford Farm, Shillingford
This application is a formality to confirm use of the Workshop, the Council was under no obligation to respond and none would be submitted

P20/S2838/HH – Amendment to 77 Thame Road, Warborough –
This amendment to the pitch of the roof to provide solar panels was discussed. The council had previously objected to the previous application on this property, but our comments had not been considered and approval for a building of significant size and prominence had been given. There was strong feeling that there should be a strong objection to this amendment which was approved by all. LK suggested that the response should include the request 'Should the planning officer have a mind to approve, we would request it be brought to committee' NC to provide LR with an updated response for submission to include the concerns raised this evening.

P20/S2214/O - Not on the Agenda because of its late arrival with the Clerk. This is an amendment to the application for 32 Thame Rd. It had become clear that the Council's previous response had been inaccurate as access was not a reserved matter and therefore our response had been incomplete. BP to contact the Planning Officer to discuss this and confirm the need for council to re-appraise the application if appropriate. If this were confirmed by the Planning Officer an EGM would be called by the Clerk.

2020/136 **Representation from the Public for items not on the Agenda**
MH suggested the Council should begin the process of claiming ownership of the ditch. Having maintained the ditch for a significant number of years, he thought we would have a strong case. BP requested it to be added to the agenda for the EGM if it was called.

2020/137 **Working Group Reports**
Communications –

Cloud Storage – HB reported that there were one or two unanswered questions regarding the storage, and she would be circulating an example in the next day or two.

Phone – LR had been unable to obtain a phone in the Council's name but Bryony Ringsell's husband was able to supply what we require through his company. LR to confirm with BR to go ahead in obtaining a phone & number.

Infrastructure & Environment – NB/WP/NC

NB reported that WP & NC had walked the village and reported back on the state of every tree and that they were reaching out for quotes to carry out the work.

The Oak near the cricket pavilion was in a very poor condition and Sylva had provided a quote of £750.00 to carry out the appropriate work to try and save the tree. This included the application to SODC to get authorisation. It was approved by all and LR to provide purchase order.

The Oak at the former Cricketers Pub needed replacement and Sylva to be asked to confirm the details of their estimate of £400 for a replacement.

There have been suggestions of planting copse trees between the Cricket Nets and the hedge and trees would be available from the Woodland Trust should Council wish. JB pointed out that there were other suggestions for this

area of land within the Capital Projects questionnaire and so it was decided to wait for the results of the consultation before making any decision.

The work on other Infrastructure requirements had been circulated to all councillors and the working group would be looking into how to deal with these projects.

Recreation & The Green

Strimmer Replacement – BP to investigate costings to replace broken strimmer with strimmer/brushcutter

Playground – There had been another incident at the playground when a Nyloc had given way and the spring fastening had come undone. No one was hurt but the family had contacted Setter and the matter needed looking into & he hoped to get Setter out to access the equipment which he did not expect to incur any expense. ROSPA had recently carried out the Playground and JB was awaiting the report.

Greet Hall –

Door Lock JB to try again this weekend to repair the door lock with virtual instruction from August.

Discussion re opening the Greet Hall – CL to contact our regular users to gauge their requirement for the hall and to discuss cleaning etc

Events – Nothing to report

BP requested that HB started to look at the Council's involvement in the Remembrance Day Parade

2020/138 The Wharf & Wharf Road

MH had received a letter from Brig Harding saying that the signage put up by residents & PC appeared to be having an effect. OCC had suggested residents keep the signs they had supplied and for residents to use their initiative & reuse if the problem returned. L Kosobucki (LK) asked that it be minuted that the residents of Wharf Road would like to thank MH for his help.

2020/139 The Wooden Footbridge

After a significant number of emails regarding the closure of the footbridge, BP had repaired the bridge and regular users had expressed their appreciation of the Council's decision to repair.

2020/140 PAGE2020

MH reported that there was an ongoing threat to local parishes and that PAGE requested they keep all the funds they currently hold BP would still like confirmation of what Warborough PC were entitled to and would once again seek clarification on this before the Council could make a decision.

2020/141 Neighbourhood Plan Review & Current Role of NPSG

BP informed the meeting that with the NHP reaching its two year anniversary along with central Government's decision to Build-Build-Build and the Local Plan being in disarray, now seemed an opportune moment to review the role the Steering Group could still contribute. He and HB had met with the NHPSG and talked it through. The NHP group would like representation from the PC. HB & MH volunteered to liaise with the Group. LK reported that the group had recently held their first meeting in a while which had been attended by John Howell M.P. JH felt the group still had a lot of expertise they could bring to Planning reviews. The NHPSG were all happy to continue to work with the PC. Going forward all applications would be forwarded to the Group on receipt and if any of the NHP policies were likely to be compromised they would act as an advisory body and consult with Councillors ahead of any discussion in open Council. The group would also review the changes in planning legislation and the Local Plan as it is being examined to inform the Council on the potential impact on the Neighbourhood Plan. The form currently used for assessing Planning Applications would be reviewed by the NHPSG. The group appreciated that they were not statutory consultees and could only advise the PC.

LK & LR to investigate the printing of more copies of the NHP and bring costing for approval at the next meeting.

2019/142 Traffic Management

Purchase of 3rd SID – BP advised the meeting that the Council had received two offers of donations to buy SID's for the parish. One donor had specified a site and as this was approved it was unanimously agreed that one would be ordered immediately. Other sites were currently being reviewed by OCC and the second donated SID would be ordered when sites were confirmed. Further discussion ensued until BP suggested we move on as until we had clarification from OCC for future sites there was no decision to be made. LR reminded the Council that the donations did not include the costs of the poles for siting further SID's – JB requested that a budget review to cover this expenditure from CIL money be placed on the next agenda.

Wallingford Road – Several emails had been received from residents about Speeding, Condition of the road & the weight restriction. BP said we should advise these correspondents that we are doing our best to address the Speeding issue, but the other problems are outside our remit and therefore they should address their concerns to OCC

2020/143 Capital Projects – JB had earlier circulated the list of some capital projects which he then read out to the meeting. He proposed a six-week consultation plan with the village using Survey Monkey and the results would be analysed for the November meeting.

2020/144 Parish Noticeboards (JB)

JB confirmed that the work to renovate would be carried out this week.

2020/145 Bins – Litter & Dog (JB)

Following requests for new dog & litter bins the Infrastructure team would look into what was involved and report back at a future date.

2020/146 Action Plan in the event of future traveller encampments (JB)

JB, having circulated the plan during the meeting read the whole thing out. BP requested that he circulate to councillors so they could read it and it could be approved at the October Meeting.

2020/147 RFO Report

Details of the Insurance Policy renewal had been circulated prior to the meeting and was approved by all Councillors. LR requested approval of the payments for August as defined below – all approved
 The War Memorial team had requested additional money to purchase winter bedding for the War Memorial. Council approved expenditure of up to £100.
 The Period of Public Rights to inspect the Council’s account had expired with no one requesting to view. The External Auditor had yet to sign off the accounts.
 EDF Energy had offered to install smart meters in the Greet Hall. LR to contact and confirm the meters supplied could be transferable if necessary and arrange if applicable
 OALC had confirmed the Clerks pay rise that should be back dated to April 2020. All agreed to pass on this increase.

Payments				
Supplier	Description of Goods	Value	Chq No	Code
Opus	Pavilion Electricity	15.49	D/D	6055
Gigaclear	Internet – Greet Hall	41.30	D/D	4320
HMRC	Tax on Clerks Salary	xxxx	BAC’s	4120
Higgs Printers	Stationery & Copying	22.60	BAC’s	4320
The Landscape Group	Grass Cutting	991.20	BAC’s	6005/6070
W Pattison	Jubilee Clips for SID	7.02	6080	6080
	Wood for Footbridge	112.04	BAC’s	6075
L Raynor	Microsoft 365 Sub	59.99	BAC’s	4320
	AED Signs	24.00		6075
	Clerks Salary	359.03		4110
Came & Co	Insurance	2152.66	BAC’s	4330
Receipts				
HMRC	VAT Reclaim Sept 2019-Mar 2020	2493.18	BAC’s	1010

2020/148 CIL – to discuss / approve SODC’s holding of our CIL payments

BP confirmed that it was the best policy to approve SODC’s holding of our payments until such time as we needed them. Approved by all Councillors – LR to notify the relevant department within SODC

2020/149 Correspondence – not covered under other Agenda items

Most of the correspondence had been received and circulated by email and included
 NALC – Rebuilding Communities
 Deep Cleanse Warborough – WP had proposed some suggestions and the clerk would notify SODC
 C F O Rural Services Report
 Bus Service changes (circulated on village email)
 District Council Update
 Bill Stanley – Pavement from app 225 Thame Road to Hammer Lane needs attention LR to advise Mr Stanley of OCC’s responsibility & suggest he enter it on Fix my Street
 Jamie Heinink – re Wallingford Road – Clerk to advise Wallingford Road residents that many of their concerns are beyond the remit of the Parish Council but that we are trying to help resolve the Speeding issues.
 A Symonds – Toilets at Playground – Could be covered by one suggestion in the Capital Projects questionnaire.
 OALC Newsletter

2020/150 Any other Business

None

The meeting closed at 22.18

The next Parish Council meeting is Wednesday 7th October at 7.30 pm.
 Venue to be announced in line with Government COVID-19 Guidelines

Signed

Name

Dated

