

ROTHERFIELD PEPPARD PARISH COUNCIL: MEETING MINUTES

Council members were summoned to The Full Meeting of Rotherfield Peppard Parish Council held at The Sports Pavilion, Stoke Row Road, Rotherfield Peppard on Monday 12th March 2018 at 7.30pm.

Minutes Approved

Signature

Date

Attendees	Cllr Crouch (SC), Cllr Rancombe (TR), Cllr Berger (JB), Cllr Treacher (VT), Cllr Hall (DH), Press (CM – Henley Standard), Clerk JA
	<p>Open forum: None</p> <p>Chiltern Society: Mr Matthew Davis</p> <p>Matthew Davis introduced Kingwood Common Conservation Group which is a joint venture between NDCC and the Chiltern society.</p> <p>He provided a brief history of Kingwood Common. The land used to be grazing ground and unfortunately when the buildings were removed the trees and fauna accelerated and the native lowland heath significantly reduced, along with the reduction in heath, species of other plants and wildlife were also in significant decline.</p> <p>The Kingwood and Peppard Group have worked on Kingwood in a similar way to which grazing animals would have done. The Chiltern society saw this as a worthwhile project and the joint venture was formed in Autumn 2017.</p> <p>The project group has introduced glades and open commons in-line with the paper Rod d’Ayala wrote in 2013.</p> <p>The group meet twice a month on a Monday and Saturday morning and have an active team of 10-14 members and would encourage others to join.</p> <p>All Councillors agreed that the group had done sterling work and it was nice to see some of the native plants and wildlife returning.</p> <p>Clerk to put information about the group on Village email, noticeboards and website</p>
1.	Apologies: Cllr Freeman, Cllr Rowland and Cllr Wood.
2.	Declarations: None.
3.	Minutes: The Minutes of the Council Meeting held on 12/2/18 were approved as a true and correct record of the meeting, once the minor comments by TR were included.
	<i>The Chairman suggested an alternative order to the meeting due to the later arrival of Cllr Bartholomew and Cllr Nimmo Smith.</i>
7.	<p>APM – Update</p> <p>Alison Barraclough and Cllr Crouch are corresponding and still to be confirmed however it is anticipated that Alison Barraclough will be the APM guest speaker. Cllr Crouch confirmed he would lead the APM and is requesting that Cllr Berger presents Finance, Cllr Rowland presents Planning and Cllr Rancombe presents the Pavilion.</p>
	<p>8. Carling Orchard 2018 arrangements:</p> <p>(a) Cllr Rancombe update the Councillors on the cutting schedule for Carlings Orchard for 2018.</p> <p>At the last meeting a pre-approved cost of £1,500pa for this work was approved. Cllr Rancombe corresponded with the contractor about the Daffodils which would mean the grass cut in April/May could not be left due to the length of it and would require collection. Cllr Rancombe has spoken to the preferred contractor and the revised cost is a maximum of £1618. There are potential savings with a November cut possibly not needed, and a cheaper option for the hedge cutting but for budget purposes it was proposed that the contract is awarded to Landmark Groundcare with a ceiling budget of £1618, which is still a saving from the previous year.</p> <p><i>Proposed Cllr Crouch, Seconded Cllr Berger, In favour 4:1 (abstention Cllr Rancombe)</i></p>

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	<p>(b) Cllr Rancombe updated the Councillors on a request made by a parishioner to purchase a small triangle of land to improve their rear garden. Pictures and maps of the area were shown to the Councillors and clauses of no access to Wyfold Lane and no building/ development were discussed.</p> <p>There is concern from some Councillors on setting a precedence, there is also a concern that we may have a financial obligation to the original developer.</p> <p>It was agreed that as it is Council land then we must aim to get the maximum value from the land.</p> <p>Clerk to organise a site visit for a Saturday 2pm in March. Councillors only</p>																				
	<p><i>Chair suggested a return to order of the agenda with the arrival of Cllr Bartholomew and Cllr Nimmo Smith</i></p>																				
4.	<p>Matters relating to Oxfordshire County Council: (15mins)</p> <p>County Councillor Bartholomew sent out a report which the Clerk sent with the agenda.</p> <p>No.25 Bus is being suspended due to low hanging trees. Post a site visit these trees have been identified and the owners have been sent a notice.</p> <p>RPPC have received a notice and along with NDCC there will take action however due to the complexity of the job it is scheduled for April. Cllr Rancombe is coordinating the response and action.</p> <p>There was a discussion about the continuing poor state of the regions roads. It was discussed that this is a national problem and not solely in Oxfordshire. There have been budgetary reductions in this area and despite cost savings in other areas the budget continues to support social care.</p> <p>It was agreed that in a rural location the roads are of concern as they link communities and the B roads and unclassified roads are harder hit as they are not seen with the same priority as A roads.</p>																				
5.	<p>Fix my street update:</p> <p>Outstanding:</p> <table border="1"> <thead> <tr> <th>Ref no.</th> <th>Location</th> <th>Description</th> <th>Update</th> </tr> </thead> <tbody> <tr> <td>806734 13/9/17</td> <td>Okavango</td> <td>Flooding and Drainage</td> <td>Cllr Bartholomew confirmed that the Drainage team had confirmed implementation in the new financial year.</td> </tr> <tr> <td>811951 24/10/17</td> <td>Shiplake Bottom</td> <td>Drains blocked – Potential winter hazard</td> <td>Cllr Bartholomew informed the Council that a gully emptier should have done the job. Clerk to check and confirm.</td> </tr> <tr> <td>824376 19/1/18</td> <td>Stoke Row Road</td> <td>Mud and Debris on pavement in same location as parishioner slipped last year</td> <td>There is some confusion as to whether this is County or district responsibility. District are responsible for Pavements but not if this is caused by a County problem. 829333 was pushed back to Cllr Bartholomew and Cllr Nimmo Smith agreed to forward the name of the Pavement officer to raise 824376 directly as this had taken considerable time to resolve. Clerk to forward Cllr Rancombe email to Cllr Bartholomew Chair to email Waste Management SODC</td> </tr> <tr> <td>829333 6/2/18</td> <td>Peppard Hill</td> <td>Mud being pushed onto Pavement by vehicles making it narrow and impassable again</td> <td></td> </tr> </tbody> </table>	Ref no.	Location	Description	Update	806734 13/9/17	Okavango	Flooding and Drainage	Cllr Bartholomew confirmed that the Drainage team had confirmed implementation in the new financial year.	811951 24/10/17	Shiplake Bottom	Drains blocked – Potential winter hazard	Cllr Bartholomew informed the Council that a gully emptier should have done the job. Clerk to check and confirm.	824376 19/1/18	Stoke Row Road	Mud and Debris on pavement in same location as parishioner slipped last year	There is some confusion as to whether this is County or district responsibility. District are responsible for Pavements but not if this is caused by a County problem. 829333 was pushed back to Cllr Bartholomew and Cllr Nimmo Smith agreed to forward the name of the Pavement officer to raise 824376 directly as this had taken considerable time to resolve. Clerk to forward Cllr Rancombe email to Cllr Bartholomew Chair to email Waste Management SODC	829333 6/2/18	Peppard Hill	Mud being pushed onto Pavement by vehicles making it narrow and impassable again	
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6.	<p>Matter relating to South Oxfordshire District Council: (15mins)</p> <p>District Councillor Nimmo Smith advised that there has been a budget increase, which is the first in 9 years.</p>																				

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	<p>There are no car parking increases within the County The Capital Grant and also Community grant schemes have opened. Cllr Crouch explained we would be applying for a £148,000 Capital grant but was concerned about the time between the planning permission decision and the grant (phase 1) deadline.</p>
9.	<p><u>Standing orders</u> Clerk presented the standing orders for the remainder of Council year 17/18 and for 18/19. Both were approved after Councillors viewed the amendments. Chair signed and dated front copies of both.</p>
10.	<p><u>Car Parking in Shiplake Bottom</u> This was carried forward to the next meeting. Cllr Treacher to speak to WPC Taylor about the leaflet to try and reduce problem parking issues within Shiplake Bottom.</p>
11.	<p><u>Spring Clean</u> This was carried forward to the next meeting with apologies from Cllr Wood however there had been a positive response from School. Cllr Wood to update on Correspondence to Peppard Primary School. Cllr Wood to update plans for the annual Spring clean and agree dates. <i>Clerk to confirm dates to SODC Waste team to ensure equipment and an additional rubbish collection can be made available.</i></p>
12.	<p><u>Beating the Bounds – Rogation Sunday 6th May</u> Clerk confirmed Mr Brooker will coordinate, with a blessing from the vicar. Clerk to confirm time for Councillors. Cllr Hall agreed to represent the Council, if it was PM. Clerk to confirm Cllr Wood's attendance. Clerk has agreed to publicise the event on Village Email, Website and Noticeboards.</p>
13.	<p><u>Update on Pavilion improvement programme</u> Application no. P18/S0567/FUL has been submitted Cllr Crouch confirmed a decision should be available on 23rd April 2018 and the deadline for applying for the Capital Grant is 26th April 2018. (a) VAT letter has been sent. (b) Commencement of the Architect's Stage 4 Services (Technical Design, £5700), and QS Services (Final Cost Plan, £500). Proposal to accept and move forward a.s.a.p. <i>Proposed Cllr Crouch, Seconded Cllr Rancombe, In favour Unanimous.</i> Clerk to advise Architect (c) Still seeking legal advice on proposed lease agreement with Peppard Stoke Row Cricket Club. (d) Approval was sought for the expenditure of legal fees for external review of the proposed new lease agreement with Peppard Stoke Row Cricket Club (proposed law firm and estimated fee £1500). Proposal to proceed in principle subject to circulation of final amount. <i>Proposed Cllr Crouch, Seconded Cllr Berger, In favour Unanimous</i></p>
14.	<p><u>Top Common Noticeboard</u> SODC have allocated Grant Money. Clerk to order the Noticeboard for Top Common Clerk to ask J Hallett to quote for installation.</p>
15.	<p><u>NDCC update on Network rail Funding</u> Cllr Rancombe updated Councillors that the first application was successful and the application for stage 2 was being applied for. A grant of £38k had been applied for to clear and open the glades for now and in the future.</p>
16.	<p><u>Centenary events</u> (i) Nick Launders has confirmed there will be events to mark November 2018 – this will be to light the beacon and will be supported by RPPC in terms of attendance.</p>

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	<p>(ii) Peppard revels will be organising a dinner dance in a marquee alongside the PWMH.</p> <p>(iii) Peppard revels will organise a ‘fete’ on top common to celebrate the Royal Wedding in May</p>																				
17.	<p>Expenditure: Clerk to contact Unity Trust re Cllr Berger Cllr Treacher to contact Unity Trust re password change. Clerk to forward tel no. On-line signatories for March are Cllr Crouch and Cllr Rancombe It was agreed to pay Councillor allowances to the elected Officers Cllr Crouch and Cllr Treacher. Clerk to inform Autela It was agreed that Grant monies and March expenditure can be submitted for payment.</p> <table border="1"> <thead> <tr> <th>Beneficiary</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Tennis Club</td> <td>£250</td> </tr> <tr> <td>All Saints</td> <td>£1,050</td> </tr> <tr> <td>NDCC</td> <td>£1,300</td> </tr> <tr> <td>Peppard News</td> <td>£250</td> </tr> <tr> <td>Club SC</td> <td>£250</td> </tr> <tr> <td>Rapid Response Ambulance</td> <td>£100</td> </tr> <tr> <td>FISH</td> <td>£300</td> </tr> <tr> <td>Sue Ryder</td> <td>£300</td> </tr> <tr> <td>PRIN</td> <td>£300</td> </tr> </tbody> </table> <p>Cllr Treacher suggested that the Council should be supporting the Peppard Primary School, as part of the Donations. The Head used to speak at the Council meetings, although that hasn’t happened for some time. The Donations and Grants are agreed in May, and paid at the end of the financial year so the suggestion will roll forward. Cllr Treacher suggested it was mentioned in the APM. <i>Proposal to approve expenditure Cllr Crouch, seconded Cllr Treacher, in Favour 4:1 abstention due to interest in donation beneficiary</i></p>	Beneficiary	Amount	Tennis Club	£250	All Saints	£1,050	NDCC	£1,300	Peppard News	£250	Club SC	£250	Rapid Response Ambulance	£100	FISH	£300	Sue Ryder	£300	PRIN	£300
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18.	<p>Chair Update and Correspondence: Cllr Crouch reminded Councillors that Cllr Crouch and Cllr Rancombe are due to step down so for Councillors to consider stepping up. Letter from resident in Chilton Road. Response from Clerk to advise that to our knowledge RPPC are not responsible for unadopted roads. Letter from M Thompson. RPPC Sympathise and Clerk to mark onto Fix My Street</p>																				
	<p>19. Matters for future meetings: None</p>																				

Meeting finished at 9:50pm.

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