

**Minutes of the Full Council Meeting of Rotherfield Peppard Parish Council held at The Sports Pavilion, Stoke Row Road, Rotherfield Peppard, on Monday 11<sup>th</sup> April 2016.**

**Present**

Councillors: Fiona Berry (FB), Tony Cotton (TC), Vivien Mitchell (VM), Tony Rancombe (AR), Valerie Ross (VR), Terry Ryan (TR), Veronica Treacher (VT),

Clerk: Linda Collison (LC), Karl Musson (KM).

OCC Councillor: David Bartholomew (DB) (part of meeting)

Press: Connor McLoughlin (Henley Standard).

Members of Public: 5 (part of meeting).

*Members of the Public were reminded that the meeting was being recorded and that the recording would be deleted when the Minutes were approved and signed.*

**Open Forum**

A member of the public raised concerns about the speed of traffic on Gallowstree Road between The Greyhound and the crossroads. Said member of the public pointed out that there is only on 30mph sign in the stretch of road. AR advised that the matter is already an agenda item for later in the meeting.

**1, Apologies**

Councillor Simon Crouch.

**2, Declarations of Pecuniary Interest**

None.

*It was agreed to bring Item 5 forward.*

**5, County Councillor's Report** (Brought forward by agreement)

DB presented spoke on his County Councillor's Report as per Appendix 1. TR proposed that RPPC writes to OCC and the District Councils expressing its disgust at the cost and the non-elected aspect of the unitary proposal. ***Proposed, TR. Seconded, VM. In Favour, Unanimous. Against, 0. Abstentions, 0.***

DB also advised that there is now an emergency contract in place to deal with street lighting in the county while a contract is being negotiated. DB also reported on the progress of the 'dragon' pothole fixing machine. AR asked whether the dragon produced more durable repairs and DB replied that it is quicker but not necessarily more durable. There were no questions on the General County Report.

Cars parking outside the church at Shiplake Bottom and junction of B481 was discussed in response to a complaint about cars parking on the pavement. VT advised that the garage also use the area for parking and VR advised that the garage do not park there. TC advised that the area in question is in the parish of Sonning Common rather than Rotherfield Peppard. It was proposed that the complaint be redirected to Sonning Common Parish Council. ***Proposed, AR. Seconded, TR. In Favour, Unanimous. Against, 0. Abstentions, 0.***

On the matter of speeding on the Gallowstree Road the member of the public who spoke previously (as minuted above) reiterated that there is only one 30mph sign. VR added that there was an accident on the B481 on Friday 8<sup>th</sup> April 2016 which required the services of the air ambulance. FB questioned what would be done with the results of a speed survey. The placement of speed survey equipment was discussed and FB advised that the parish council would propose a site and the police would consider the parish council's recommendation. AR proposed to ask OCC to conduct a speed survey after selecting a location with the proviso that the survey is not conducted during school/bank holiday. . ***Proposed, AR. Seconded, TR. In Favour, Unanimous. Against, 0. Abstentions, 0***

The hedges at Shiplake Bottom were reviewed. AR reported that some of the hedges have been cut back and that he will follow up on those which have not. AR proposed that agreement is reached on what action to take in future cases of overgrown hedges. It was clarified that OCC charge the owner of the hedge. AR proposed to pass on non-compliance of requests to cut back hedges to OCC and inform the hedge owners in question that the matter has been escalated. **Proposed, AR. Seconded, TR. In Favour, Unanimous. Against, 0. Abstentions, 0**

The prospective walk of the Golf Course was agreed for May. The Clerk was asked to arrange a date with Lee Rawlings, the golf course owner. VR advised that a section of verge on Top Common has been removed and mud has come out onto the road as a result.

### **3, Minutes of Last Meeting**

The Minutes of the previous meeting were reviewed and approved. **Proposed, AR. Seconded, TR. In Favour, Unanimous. Against, 0. Abstentions, 0**

### **4, Trustee Meeting Actions**

It was agreed to approve the actions proposed as part of the last Trustee Meeting which were that RPPC would pay for the repair of broken windows and they Trustee would pay for the cost of electrical work. **Proposed, AR. Seconded, TR. In Favour, Unanimous. Against, 0. Abstentions, 0**

### **8, Admin, Staffing and Finance**

TC reported on a meeting of Finance and Staffing Committee on 5<sup>th</sup> April 2016 and the 2015/16 accounts. TC reported that the RPPC bank account balance at year end was £26,577. TC has reconciled the year end bank statement. Fixed assets have an insurance value of £47,000 and a book value of £36000. TC proposed accepting the final accounts, bank reconciliations and list of fixed assets. (Appendix 2) **Proposed, TC. Seconded, TR. In Favour, unanimous. Against, 0. Abstentions, 0.**

TC raised matters of telephone line for KM, bank account access for KM and pension scheme. LC advised that the Auto-Enrolment Pension Provider decision as per last meeting was NEST.

TC reported that Unity Trust will now be charging £6 per month. Finance and Staffing committee considered the updated Risk Assessment and recommended it. The internal audit will be taking place on Thursday 14<sup>th</sup> April 2016.

TC advised that training has been reviewed and recommended that KM gets onto Roles and Responsibilities OALC in next quarter and any others of relevance. In 6 months time, KM to begin studying CiLCA qualifications. KM to circulate courses as they come up.

Regarding QuickBooks package, TC advised that KM will review and report back.

TC proposed accepting the above items. **Proposed, AR. Seconded, TR. In Favour, Unanimous. Against, 0. Abstentions, 0**

### **9, Carling Orchard**

AR advised that residents have formed a volunteer group to care for the trees. AR reported that this group had asked RPPC to reimburse the cost of fertiliser costing up to £50. **Proposed, AR. Seconded, TR. In Favour, Unanimous. Against, 0. Abstentions, 0.**

AR advised that Mr Willis will continue to cut the grass.

### **10, Diary Dates**

AR mentioned the Annual Parish Meeting on 23<sup>rd</sup> April 2016 and proposed the acceptance of £75 for projector set up and £50 for refreshments. **Proposed, AR. Seconded, TR. In Favour, Unanimous. Against, 0. Abstentions, 0**

Beating the Bounds will happen on 1<sup>st</sup> May 2016. LC advised that the Revd Susan Cooper will see the party off from outside The Red Lion at 2pm.

AR reported on the SODC offer of £904 for the Queen's 90<sup>th</sup> birthday celebrations. TC proposed that organisers of the presently planned events are contacted and asked to apply for a portion of the grant and that applicants should be encouraged to use the money for items which generate further money/value for the village. (There are 4 planned events not 3 as stated in the meeting. The organisers of all 4 have been contacted) **Proposed, AR. Seconded, TR. In Favour, Unanimous. Against, 0. Abstentions, 0**

#### **11, Play Area**

TR reported that a meeting is to be arranged between the Chairman of the Peppard War Memorial, their Treasurer, SC, TC, TR and VR to review possibility and costs of placing a play area in the bowling green.

#### **12, Dog Waste Bin**

Council considered a request to install a dog waste bin in Church Lane. TR agreed to ask the member of the public who made this request where precisely would be an agreeable location.

#### **13, Payments**

Payments to be made in April were approved. (Appendix 3) **Proposed, AR. Seconded, TR. In Favour, Unanimous. Against, 0. Abstentions, 0.** It was clarified that the two on-line authorising signatories would be AR and TC.

#### **14, Correspondence**

The following correspondence was received:

A letter from a resident regarding The Dog and the prospect of getting the building listed. It was agreed to add it to the next agenda.

A letter was received from a gentlemen who is seeking to ascertain where a searchlight was located during WW2. TC advised that he might be able to find a contact. LC will include excerpts of the request in the village email.

#### **15, Matters for Next Full Council Meeting**

LC advised that insurance and annual parish meeting are for the next meeting.

***There being no further business the meeting was closed at 9pm.***

#### **Appendix 1**

##### **REPORT TO ROTHERFIELD PEPPARD PARISH COUNCIL APRIL 2016 FROM CLLR DAVID BARTHOLOMEW GENERAL OCC REPORT PROPOSALS FOR UNITARY COUNCIL**

As reported last month, without consulting the public or the County Council, on Thursday 25th February a surprise announcement was made by Oxfordshire's District Councils and Oxford City Council. It called for the abolition of the County Council and the establishment of four district quasi-unitary councils, to include parts of Gloucestershire and Northamptonshire. (A unitary council combines the functions of a county council and a district council into one body.) In addition, the announcement called for the creation of an unelected quango to be known as a 'Combined Authority' to take on difficult areas of responsibility currently with the County Council, such as social care and major road projects. So, this would mean four councils spread across three counties, plus an over-arching unelected quango.

The Districts are now in the process of commissioning management consultants to produce a report to evaluate their proposals. Initially their brief to consultants stated: "The District Councils' view is that a single county-wide unitary authority is not the right solution for Oxfordshire". It went on to say that any finding suggesting a single county-wide unitary is best would not be approved.

The Oxfordshire County Council view was that a single county-wide unitary authority was an option that should be considered (along with the Districts' proposal and other options for two or three unitary councils), and had thus been forced to begin the process of commissioning a separate management consultant's report.

As a result of County and public pressure, District Council leaders have now agreed to commission a report covering all the options. However, the terms of reference of the Districts' revised brief to management consultants has not been agreed between County and Districts, and Districts will not accept that the report should be independently commissioned. It therefore looks like Council-Tax payers will have to unnecessarily fund two separate reports at great cost.

#### STREET LIGHTING

OCC's current Street lighting contract with Scottish & Southern Electrical (SSE) was until March 2024, however, the contract contained a single break point at 1st April 2016. In July 2015, SSE served notice on OCC that they intended to activate this break clause as the contract was not affordable to them for its full duration. Negotiations to achieve a compromise were unsuccessful. OCC therefore has to implement interim arrangements while a new maintenance contract is procured. The interim contract is expected to last 18 months. For the first 6 months there will be an emergency/make-safe service only. Beyond that period OCC will look to increase the level of service provided to more than just emergency/make-safety activity as appropriate. The street lamp LED replacement project is a one-off capital programme of works funded through DfT's challenge funding. A separate procurement arrangement is being made for this project to ensure its continued delivery as planned.

It is appreciated that there will be concerns locally about the impact of this interim arrangement and reduced level of service, but in a time of significant financial pressures, the termination of the current street lighting contract provides an opportunity to procure a new and improved street lighting contract. The county council will also be able to take advantage of recent improvements in technology and general advancements within the sector.

#### DRAGON IGNITES BATTLE AGAINST POTHoles

A new weapon is being deployed in the battle against potholes on Oxfordshire's roads. The 'Dragon' – so called because of the fire breathing nozzle it uses to dry out potholes – is a mobile patching machine that has already fixed many hundreds of potholes and a multitude of other defects on the county's roads. Skanska, OCC's highways maintenance contractor, has added the Dragon to its arsenal against potholes and is using it to good effect across Oxfordshire, Cambridge and Peterborough. The machine repairs an average of 20 defects day and has filled up to 44 potholes in one shift. So far it has fixed just short of 2,000 in Oxfordshire. The traditional method of pothole repair consists of a two-person gang and a lorry manually filling the potholes with hot tarmac. In the right circumstances, potholes filled using the Dragon can cost as little as £10 compared to £70 for traditional methods. It is also safer and provides a more environmentally sustainable solution. The potential savings that Dragon brings allows additional focus on repairing many of the defects that have yet to form into potholes. These repairs can be done at the same time due the multi-function repair capabilities of the Dragon. It can fill pot-holes, seal cracks and provide a thin overlay to minor surface damage. This preventative maintenance saves money in the long-term as the repairs are all undertaken at the same time.

#### RECYCLING CENTRES TO OPEN LATE ON THURSDAYS

Opening hours on Thursdays at OCC's Household Waste Recycling Centres will be extended from 7 April to 29 September. The sites will be open until 8pm on Thursdays in addition to the normal hours of 8am-5pm every day (including Sundays). The Household Waste Recycling Centres can accept a wide range of materials for recycling including garden waste, textiles and electrical items. Food waste should always be placed in the food

caddies provided by the district council and collected as part of the kerbside collection scheme. More information about the sites, including layout and a full guide to what can be recycled can be found at <https://www.oxfordshire.gov.uk>

#### KEEPING HGVS MOVING WHILE REDUCING THE IMPACT ON COMMUNITIES

A free online mapping tool has been launched to help freight and logistics companies plan their routes through the county. Oxfordshire Freight Gateway is linked to the National Freight Journey Planner and is designed to help logistics managers and drivers of large goods vehicles to select the most appropriate routes for their journeys in Oxfordshire. A suitable route is provided based on the vehicle's weight and dimensions and journey details. Details here: <http://freightgateway.co.uk/oxfordshire/>

SPECIFIC REPORT FOR ROTHERFIELD PEPPARD STOKE ROW ROAD FLOODING AND MUD & WYFOLD LANE FLOODING REF 727239 A senior County drainage engineer has offered to meet a representative of the PC on site and the clerk is currently arranging this.

**Appendix 2: Accounts:**

<b>Apr '15 - Mar 16 Income &amp; Expenditure</b>		
	<b>Summary</b>	<b>Detail</b>
<b>Income</b>		
Precept	27,500.00	27,500.00
CTRS Grant		254.00
Bank Interest Earned	2,073.51	47.40
Other Income		500.00
VAT Reclaim from previous year		1,272.11
<b>Total Income</b>	<b>29,573.51</b>	<b>29,573.51</b>
<b>Expense</b>		
Payroll & Allowances	12,069.50	12,069.50
Councillor and Clerk		309.45
Finance Admin & IT		2,462.86
Insurance (RPPC)		300.00
Subscriptions		609.25
Village Upkeep		825.73
Carlings Orchard		2,200.00
Grant to SP&F Charity	14,225.85	2,759.95
Donations and Grants		3,309.16
Projects		211.50
Miscellaneous		0.00
Trustee Purchases		0.00
S137		69.20
VAT Paid		1,168.75
<b>Total Expense</b>	<b>26,295.35</b>	<b>26,295.35</b>

Bank Reconciliation

Opening Cashbook Balance : 1st April 2015			23,410.27
PLUS : Receipts : Precept	£		
	27,500.00		
Receipts : Other	£		
	2,073.51	£	29,573.51
Spend : Payroll	-£		
	12,069.50		
Spend : Other	-£		
	14,337.49	-£	26,406.99
Closing Cashbook Balance : 31st March 2016			£26,576.79

Actual Bank Balance : 31st March 2016	
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£26,756.79
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LESS Unpresented payments/receipts:  
 16-462 Peppard War Memorial Hall -£ 100.00  
 16-461 Peppard War Memorial Hall -£ 80.00

-£ 180.00
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Adjusted Bank Balance : 31st March 2016	£26,576.79
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**Asset Register**

				Asset Values for Annual Return	
Asset and Description	Location	New (purchase) Value or Historical Estimate	Asset Value Date	Start Year31/3/2015£	End Year31/3/2016£
Bench (ref B1)	Sports Field	Est	End 2010/11	556	556
Coronation Bench, nr Dove Ctg (B10)	Stoke Row Road	Est	End 2010/11	556	556
Bench nr Manor Farm Ctgs (B11)	Top Common	Est	End 2010/11	556	556
Jim Smith's mother's memorial bench off B481 (B12)	Top Common	Est	End 2010/11	556	556
Bench near Stoke Row Road (ref B13)	Carlings Orchard	Est	End 2010/11	556	556
James Porter bench pathway (ref B14)	Carlings Orchard	Est	End 2010/11	556	556
Geoff King Bench - pathway (Oct 2011) (ref B15)	Carlings Orchard	Donation	Oct-11	500	500
Bench (ref B2)	Sports Field	Est	End 2010/11	556	556

Bench (ref B3)	Sports Field	Est	End 2010/11	556	<b>556</b>
Bench (ref B4)	Sports Field	Est	End 2010/11	556	<b>556</b>
Bench (ref B5)	Sports Field	Est	End 2010/11	556	<b>556</b>
Bench (ref B6)	Sports Field	Est	End 2010/11	556	<b>556</b>
Bench (ref B7)	Sports Field	Est	End 2010/11	556	<b>556</b>
Bench on "The Chalet side" (ref B8)	Peppard Crossroads	Est	End 2010/11	556	<b>556</b>
Bench on "The car park side" (ref B9)	Peppard Crossroads	Est	End 2010/11	556	<b>556</b>
Bus Shelter (ref BS1)	Nr Unicorn	Est	End 2010/11	4,951	<b>4,951</b>
Bus Shelter (ref BS2)	Peppard Crossroads	Est	Oct-10	7,123	<b>7,123</b>
Dog Bin (ref DB3) Green	Carlings Orchard	Est	End 2010/11	235	<b>235</b>
Dog Bin (ref DB4) Red	Peppard Wood	Est	End 2010/11	235	<b>235</b>
Pedestrian Gate, off Wyfold Lane (G1)	Carlings Orchard	Est	End 2010/11	543	<b>543</b>
Vehicular Gate, off Wyfold Lane (G2)	Carlings Orchard	Est	End 2010/11	1,000	<b>1,000</b>
Galvanised Railings (G3)	Carlings Orchard	Est	End 2010/11	2,220	<b>2,220</b>
Kissing Gate (ref KG1)	Footpath 28 / 29	Est	End 2010/11	381	<b>381</b>
Kissing Gate (ref KG10) bottom hill b/w two fields	Footpath 13	Est	End 2010/11	425	<b>425</b>

Kissing Gate (ref KG11) at entry to field from church	Footpath 13	Est	End 2010/11	425	425
Wooden Kissing Gate (ref KG12) bw field and woods	Footpath 12	Est	End 2010/11	509	509
Kissing Gate (ref KG13) leaving main field	Footpath 15	Est	End 2010/11	425	425
Kissing Gate (ref KG14) entering the wood	Footpath 15	Est	End 2010/11	425	425
Kissing Gate (ref KG15)	Footpath 5	Est	End 2010/11	402	402
Kissing Gate (ref KG16)	Footpath 5	Est	End 2010/11	402	402
Kissing Gate (ref KG2)	Footpath 28 / 29	Est	End 2010/11	381	381
Kissing Gate (ref KG3)	Footpath 28 / 29	Est	End 2010/11	381	381
Kissing Gate (ref KG4) between 2 fields	Footpath 28	Est	End 2010/11	381	381
Kissing Gate (ref KG5) entry to field from road inlet	Footpath 28	Est	End 2010/11	381	381
Kissing Gate (ref KG6) entry to woods nr path 31	Footpath 29	Est	End 2010/11	381	381
Kissing Gate (ref KG7) nr horse fields	Footpath 17	Est	End 2010/11	425	425
Kissing Gate (ref KG8) b/w golf course and wood	Footpath 17	Est	End 2010/11	425	425

Kissing Gate (ref KG9) bottom hill/path nr springwood	Footpath 11	Est	End 2010/11	425	<b>425</b>
Notice Board (ref NB1)	Dove Lane	Est	End 2010/11	412	<b>412</b>
Notice Board (ref NB2)	Nr Unicorn	Replaced Nov 2012	End 2010/11	Na	Na
Notice Board (ref NB3)	Peppard Crossroads	Est	End 2010/11	412	<b>412</b>
Notice Board (ref NB4)	Top Common	Replaced Summer 2012	End 2010/11	Na	Na
Computer (Dec 2009)	Clerks Home	New	Dec-09	389	<b>389</b>
Monitor (Aug 2011)	Clerks Home	New	Aug-11	82	<b>82</b>
Phone (Aug 2011)	Clerks Home	New	Aug-11	20	<b>20</b>
Filing Cabinet	Clerks Home	Est	End 2010/11	25	<b>25</b>
Photocopier	Pavilion	Expired Mch 2011	End 2010/11	Na	Na
Netbook: Bought Apr '11 sold Aug '11	na	Expired Aug 2011	Apr-11	Na	<b>Na</b>
Printer	na	Expired Aug 2011	End 2010/11	Na	<b>Na</b>
Filing Cabinet (£5 from CAB Oct 2011)	Pavillion	New	Oct-11	5	<b>5</b>
Mobile Phone	na	Expired Aug 2011	Apr-11	Na	<b>Na</b>
Filing Cabinet	Pavillion	New	Oct-11	5	<b>5</b>
Salt Bin	nr Unicorn	New	Dec-11	170	<b>170</b>
Salt Bin	Blounts Court Rd	New	Dec-11	170	<b>170</b>

Salt Bin	Nr School	New	Dec-11	170	170
Salt Bin	Nr Peppard Stores	New	Dec-11	170	170
Office equipment (misc)	Clerks Home?	Expired Jan 2012	End 2010/11	Na	Na
Open Notice Board (ref NB5)	Nr Unicorn	New	Nov-12	350	350
Glass Notice Board (ref NB6)	Nr Unicorn	New	Nov-12	730	730
Notice Board (ref NB4)	Top Common	New (Donation)	Summer 12	350	350
Kissing Gate New at Carlings Orchard	Carlings Orchard	New	End 2012/13	350	350
Telephone Kiosk	Top Common	New	Autumn 2013	1	1
New bench - replacing 09 (Ref 16-415)	Peppard Crossroads	New	Oct-15	0	410
Carlings Orchard - L. R. Title Number ON221956	Stoke Row Road	New	Dec-15	0	1
				34,967	35,378

### Appendix 3

Payments for April 2016:

	Account	Payee	Description	Amount £	Power
<b>2015-16 approved Payments – deferred to 2016-17 (and renumbered)</b>					
<b>17-560</b> (from Nov)	Village upkeep	Hallet the Handy Man	Remove old bench at Gall X	-£50.00	OSA1906 ss9&10
			& install new one	-£100.00	

17-561	Village upkeep	Hallet the Handy Man	Repair old Bench Gall X	£185.00	OSA1906 ss9&10
17-562	IT Software	tbc	Quickbooks Pro 2016	£12.00	TBC.
17-563	Trustee Purchase	Slade Legal	Slade Legal fees	-£360.00	LGA(Misc Act)1976 s19
17-564	Grant to SP&F	British Gas	Feb-March	157.22	LGA(Misc Act)1976 s19
17-565	Grant to SP&F	British Gas	Feb-March	24.44	LGA(Misc Act)1976 s19
<b>Credits &amp; adjustments approved - for action by LC</b>					
17-566	Trustee Purchase	From Charity to RPPC	Reimburse 16-534 (legal)	£300	TBC.
<b>April payments to be approved and paid</b>					
17-567	Staff Costs	T Parisi	April wages	£49.55	Local Government Act (LGA) 1972 s 112
17-568	Staff Costs	M Bowles	April wages	£69.53	Local Government Act (LGA) 1972 s 112
17-569	Staff Costs	L Collison	April wages	£594.65	Local Government Act (LGA) 1972 s 112
17-570	Staff Costs	K Musson	April wages	£396.87	Local Government Act (LGA) 1972 s 112
17-571	Staff Costs	OCC Pension	April Pension	£181.28	Local Government Act (LGA) 1972 s 112
17-572	Staff Costs	HMRC	April PAYE	tbc	Local Government Act (LGA) 1972 s 112
17-573	Staff Costs	Autela Payroll Svs	April Payroll services	-£13.30	Local Government Act (LGA) 1972 s 112
17-574	Grant to SP&F	British Gas	March 15 <sup>th</sup> - 30 <sup>th</sup>	tbc	LGA(Misc Act)1976 s19
17-575	Grant to SP&F	British Gas	March 15 <sup>th</sup> - 31 <sup>st</sup>	tbc	LGA(Misc Act)1976 s19
17-576	Grant to SP&F	Dust in Time	Pavilion Cleaning (April)	-£36.00	LGA(Misc Act)1976 s19
17-577	Staff Costs	L Collison (Expenses)	Misc	-£275.24	Local Government Act (LGA) 1972 s112
17-578	Carling Orchard		Carlings Orchard fertiliser	£50	TBC
17-579	APM		Projector set up	£75	TBC
17-580	APM		Refreshments	£50	TBC
17-581	Internal Audit		2 <sup>nd</sup> part internal audit	£240	TBC.

## Minutes of the Planning Committee Meeting of Monday 11<sup>th</sup> April 2016

### Present

Councillors: Fiona Berry (FB), Tony Cotton (TC), Vivien Mitchell (VM), Valerie Ross (VR), Veronica Treacher (VT),

Clerk: Linda Collison (LC), Karl Musson (KM).

Press: Connor McLoughlin (Henley Standard).

Members of Public: 5 (part of meeting).

*Members of the Public were reminded that the meeting was being recorded and that the recording would be deleted when the Minutes were approved and signed.*

### Apologies

None.

### Declarations of Pecuniary Interest

None.

### Planning Applications Considered

**P16/S0867/FUL** Broadlands House 6 Stoke Row Road Peppard Common RG9 5EP Erection of Two New Detached Homes and Carport, Closure of Existing Access on to Stoke Row Road and Creation of Improved Access Point to Stoke Row Road, Hard and Soft Landscaping and Associated Works.

**(Resubmission of previous applications)**

The Planning Committee discussed the proposal to place an additional dwelling on the proposed site as detailed in Appendix 1. The Committee recommended 'Refusal'.

**P16/S1089/HH** Silver Birches Wyfold Lane Peppard Common RG9 5LR Demolition of existing garages and erection of replacement detached garage with home office/store above. The Planning Committee recommended 'Approval'.

### Recent Planning Decisions by SODC.

P15/S4183/HH Kingwood, Kingwood Common, RG9 5NB Side/front single storey extension and proposed detached garage. RPPC recommendation – APPROVAL. SODC decision – APPROVAL.

P15/S4364/T28 PCP001 - Section of B481 O/S Kingscote Ctg. RG9 5LB Installation of 1 x DSLAM equipment cabinet. RPPC recommendation – na. SODC decision – APPROVAL.

P16/S0019/HH 46 Shiplake Bottom Peppard Common RG9 5HN Construction of two storey extension to side of existing house RPPC recommendation – APPROVAL. SODC decision - APPROVAL.

P15/S3932/FUL Well Cottage, Kingwood Common, RG9 5NB Proposed erection of a single detached 1.5-storey dwelling house with separate single-storey garage, home office and art studio, plus formation of new access driveways RPPC recommendation – REFUSAL. SODC decision - APPROVAL.

P15/S4338/HH Wren Cottage, Green Trees, RG9 5EN The addition of a small catslip (outshoot) to an existing double garage RPPC recommendation – APPROVAL. SODC decision - APPROVAL.

P16/S0276/HH Rushton House Church Lane RG9 5JR Single storey rear extension RPPC recommendation – APPROVAL. SODC decision - APPROVAL

P16/S0408/HH Vine Cottage Hillcrest Peppard Common Variation of condition 2 - plans on application P13/S3707/HH (Erection of side ext'n & a detached garage to move) position of garage. RPPC recommendation - APPROVAL. SODC decision – APPROVAL.

TPO 02/2016 TPO on trees at Longcote - ref P15/S4249/O. RPPC recommendation – APPROVAL. SODC decision - APPROVAL.

***There being no other business, the meeting was closed at 10:30pm.***

## **Appendix 1.**

### **P16/S0867/FUL**

#### **1. Single planning unit with a net gain of 3 houses.**

The application site is a single Planning unit formed as a result of the following applications:

Broadlands P15/S0024/FUL

Vine Lodge P14/S3795/FUL

This should be considered as a single planning unit for the following reasons

- Boundaries have been altered between the two original plots to accommodate the new access to Vine Lodge and to incorporate land which previously had a garage on Vine Lodge into Broadlands to accommodate the proposed new dwelling.
- All planning supporting documentation has been produced by the same people across the whole site:
  - Architect: Arquitecto Ltd, The Stone Barn, 2 Forest Gate Farm, Chippenham, Wiltshire, SN15 3RS
  - Bat Survey: Ian Davidson-Watts, Davidson-Watts Ecology same survey date 10<sup>th</sup> November 2015
  - Code for Sustainable Homes: Sustainable Buildings Assessment Ltd
  - Assessor: Glen Corrigan, 1A Reeves Way, Wokingham, Berkshire, RG41 2PS
  - Client: Property Specialists (Uk) Ltd, Dan Roycroft, Palladium House, 1-4 Argyll Street, London W1F 7LD
  - Energy Assessment: Sustainable Buildings Assessment Ltd, Glen Corrigan same Date of assessment: 26 November 2014
  - Sustainability Statement: Sustainable Buildings Assessment Ltd, Glen Corrigan
  - Tree Report (this application)
  - Nicolas Hellis. Hellis Tree Surgeons, 4 Bangers, Osborne, Sherbourne, Dorset DT9 4JZ
  - On instructions of: Dan Roycroft. St Mary's House, Netherhampton, Salisbury Wiltshire SP2 8PU

- same Survey date 10th November 2014
- Development work is being carried out across the whole site by the same contractors
  - Demolition of both Broadlands and Vine Lodge have been carried out at the same time
  - Work on the basements for two of the houses previously in separate plots has been done together

As with Application P13/S1538/FUL Land at Mulberry House Peppard Hill Peppard Common RG9 5ES and Appeal Ref: APP/Q3115/A/13/2211205 there is a relationship of applications across the whole site.

1. This means that there has been a net gain of three houses on this site and Policy CSH3 Affordable housing should apply.
2. **Over development**

**Extract from Design & Access Statement from application P15/S0024/FUL**

Pre-planning advice P14/S2630/PEM letter from planning officer 22/9/2014

"Officers are concerned that this proposal comprising 3 dwellings would result in a cramped form of development on this site that would be out of keeping with the character and appearance of the surrounding area."

"I regret that it is unlikely that officers would be able support the level of development sought on the proposed plans. Consequently, we advise you to reduce the number of proposed dwellings."

H4 Criterion (iii) Houses on Stoke Row Road are typically situated on large plots with space in front for parking. Alignment with number 8 Coopers Cottage which has a building line in front of its neighbour shows how little space there will be for parking and how cramped the building will appear.

There is also insufficient space for a garage or carport to be sited in the parking area inconsistent with the other properties on the Stoke Row Road.

2. **Character of Stoke Row Road**

H4 Criterion (i) Design is not in keeping with the area. Houses on Stoke Row Road are mainly large on good sized plots with a traditional character. This house is out of context and the flat roof elements are contrary to the SODC Design Guide. The layout is also designed for future expansion on the second floor which gives the potential for a larger house on this small plot inappropriate to the setting.

The application compares the development with Mulberry House. However the footprints of the houses that currently exist are much smaller and gardens are situated to the rear with much more useable garden space. They also sit in a coherent scheme with a single access. The character on the Stoke Row Road is different to that on the B481 and increasing the density changes the character inappropriately.

### **3. Impact on The AONB**

#### **Extract from Design & Access Statement from application P15/S0024/FUL**

"This proposal has also been completely re-thought. No longer is it proposed to serve two new houses from Stoke Row, but from the B481 to create quiet south facing rear family gardens, away from the busy road."

CSEN1 - developments on this site and the linked Vine Lodge site have had a detrimental impact on the rural character of the area. Virtually all vegetation has been removed from the site as the construction work has started and all that is left are the TPO trees which will be under threat. An approved landscape plan P15/S2321/DIS intended to reinstate the gardens is now to be overturned by this application resulting in a much more urbanised site than was presented by the previous applications.

Contrary to NPPF Paragraph 53 - resist development of residential gardens where this would cause harm to the local area.

### **4. Impact on neighbours**

H4 Criterion (iv) The garden will be adjacent to Coopers Cottage 8 Stoke Row Road. because there is no vegetation the side of their house would be very exposed. Any planting to screen the house is unlikely to be successful because it will be affected by the canopy of the TPO trees. It also has the potential to compete with them affecting their viability.

### **5. Adverse impact on TPO trees**

RPPC supports the comments made by the Forestry Officer on the previous application. The three trees with TPOs will dominate the garden of the proposed house. Their substantial size and shading will not be compatible with the amenity of the owner who is likely to wish to remove them.

There is also a concern that the root protection area may already have been impacted by excavation caused by the current construction work.

RPPC does not support the proposal to pollard the TPO trees and the statement that they are lapsed 'pollards' was not supported by a site visit. Any reduction in height would affect their current character and importance to the locality.

Excavation is not the only concern. The drainage and water retention on the site must have been affected by the large holes created to situate the basements of the four houses being constructed. The new house will require a soak away which because of the alignment of the garden may impact the trees, Coopers Cottage next door and the basements of the currently planned houses.

### **6. Creating a new access onto Stoke Row Road**

RPPC has raised concerns on several applications that have recently been approved round the junction with Stoke Row Road and Peppard Hill (B481). This is a difficult junction to navigate and residents have been concerned about road safety. Approval of this application would now create three new accesses onto these roads.

The condition for approval of P15/S0024/FUL was conditional on the access onto the B481 being closed in the interest of highway safety in accordance with Policies G2, H4 and T1 of the SOLP 2011.. This application creates a new access closer to the junction with the B481 in a location where there is no footpath adjacent to the entrance which would impact sight lines. It will be almost directly opposite a drive on the other side of Stoke Row Road impacting on their access.