

ROTHERFIELD PEPPARD PARISH COUNCIL
Minutes of The Meeting of the Parish Council
held at The Sports Pavilion, Stoke Row Road, Rotherfield Peppard
on Monday 10th November 2014 at 7:30 pm

Present:

Councillors:	Hadley Cooper	(HC)	Terry Ryan	(TR)
	Simon Crouch	(SC)	Veronica Treacher	(VT)
	Leeanne Flett	(LF)	Barry Wood	(BW)
	Valerie Ross	(VR)		

Clerk: Linda Collison (LC)
OCC: David Bartholomew (DB)
SODC: Paul Harrison (PH)
Press: Helen Pratchett (Henley Standard)

Members of Public: 2 (part)

Key: "The Charity" = The Sports Pavilion and Field, Rotherfield Peppard Charity

Open Forum:

There were no comments from the public.

DB made his report regarding OCC at this time as he had other Parish Council meetings to attend, details are minuted under item 4(below).

It was proposed by TR and unanimously agreed that BW should chair the meeting.

1 Apologies:

Apologies were received prior to meeting from Parish Councillors Cotton (TC) and Berry (FB).¹

2 Member's declaration of Pecuniary Interests:

VR declared an interest in item 15, planning application P14/S3345/ FUL (Manor Farm) confirming that she would leave the meeting before the item was discussed.

3 Minutes:

It was moved by TR, seconded by LF and resolved unanimously that the minutes of the Full Council meeting held on Monday 8th September 2014 be signed as a true record of the meeting.

It was moved by VR, seconded by BW and resolved unanimously that the minutes of the Full Council meeting held on Monday 13th October 2014 be signed as a true record of the meeting.

4 Matters relating to Oxfordshire County Council (OCC):

• **County Councillors Report - General:**

○ **GCSE results rise ahead of national average.**

58.6% of Oxfordshire students gained five A* to C graded GCSEs including English and Maths in 2014. The national state-funded school average for the same measure was 56.1%. Oxfordshire is also now in the top 25 per cent of local authority areas for progress in Maths and more students made reached the expected progress in English than the national average. The new system measures the results from the first time the exams are sat, without including re-sits as before.

More information at: <https://www.oxfordshire.gov.uk/cms/news/2014/oct/oxfordshire-surgesahead-national-averages-gcse>

¹ Apologies from Councillor Rawlings were received after the meeting.

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○ **Household Waste recycling centres van and Trailer E-permits scheme.**

A van and trailer permit scheme was introduced in November 2010 to reduce the amount of trade waste that was being deposited illegally. Currently customers who want to visit with either a 'commercial-type' vehicle or a trailer between 1.8m and 3m long apply for a paper permit. From Tuesday 4 November OCC is moving to a 'paperless' e-Permit scheme.

- Paper permits will no longer be issued or required.
- Customers are able to check how many visits they have left online, by asking site staff or by contacting Waste Management Group.
- Permits will be automatically renewed after 12 months and are reset with 12 visits – customers will no longer need to contact Waste Management Group to renew their permits.
- Permits automatically expire if they have not been used for 24 months – customers will receive a notification prior to the expiry of the permit.

○ **Be well reminder: Free flu jabs, electric blanket tests and information.**

- A free seasonal flu vaccination, which must be done annually to be effective because different strains of the flu virus evolve each year, is now available:
<https://www.oxfordshire.gov.uk/cms/news/2014/oct/join-fight-against-flu-%E2%80%93-get-your-free-jab-today>
- Free electric blanket testing is available from OCC and our partners:
<https://www.oxfordshire.gov.uk/cms/news/2014/sep/free-electric-blanket-safety-checkoffered-across-oxfordshire>
- AgeUK Oxfordshire's free advice service, supported by Oxfordshire County Council, is available to ensure older people have the information they need.
Please call 0345 4501276 or view www.ageuk.org.uk/oxfordshire.

○ **Mobile Library Service Consultation**

There is still time to take part in this. The consultation covers OCC's proposal, including the proposed stopping places, frequency and suggested times, for the mobile library service vehicles. We are not proposing financial cuts to the mobile library service budget and everybody who currently uses our mobile library service will continue to receive a level of provision. More information at:
<https://consultations.oxfordshire.gov.uk/consult.ti/mobilelibraryserviceconsultation/consultationHome>.

○ **Opportunity to have a book published by Library service.**

Aspiring authors are being offered the chance to have some of their work published electronically as part of a competition run by OCC library service. The Short Story EBook competition will run for just over two months starting on October 20 and the winners will see their work become available to be borrowed by Oxfordshire's library eBook customers. *More information at:* <https://www.oxfordshire.gov.uk/cms/news/2014/oct/ebook-opportunityprospective-oxfordshire-writers>.

○ **Highways Matters**

DB has been continuing to monitor the email exchanges between the Clerk and Highways regarding outstanding issues, chasing Highways as necessary. DB confirmed he will escalate outstanding matters again if so requested.

○ **Major Local Road Repairs completed early.**

Works to the road connecting Sonning Bridge to the Playhatch roundabout have been completed early, and the reconstruction of the Bix dual carriageway is due to be completed by the end of the month, a week earlier than planned.

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○ **Councillor Community Budget**

DB announced that he was pleased to make an award to the Sonning Common & Peppard Table Tennis Club Project, which plays at the Peppard Memorial Hall, to help with new equipment and training. DB added that he still have some funds remaining and would welcome an application from RPPC

● **Notice Board for outside the Pavilion on Stoke Row Rd**

It was agreed that a 2 glazed pavilion sign with notice board should be installed outside the Pavilion on Stoke Row Road. (Appendix 1). Cost up to £1000 +VAT. It was also agree that an application for Councillors Community Budget should be submitted to help towards the cost. Action LC.

● **Highways and Footpaths :**

- For details see appendix 2.

● **Emergency planning :**

- **Annual Emergency Planning events** will be held on :

- Abbey House, Abingdon, 19th November 6pm – 8pm
- Committee Room 2, Wood Green, Witney, 24th November 6pm – 8pm
- Council Chamber, Bodicote House, Banbury, 26th November 6pm – 8pm

Members wishing to attend should contact LC as soon as possible.

- **2014-15 Community Emergency Plan survey**

It was agreed that LC would recirculate to survey for members to review and submit as soon as possible.

DB left the meeting.

5 Matters relating to South Oxfordshire District Council (SODC):

● **District Councillor's Report: (PH)**

- **New leader of the Council & Cabinet changes:**

Following the untimely death of Ann Ducker, John Cotton will be the Leader of the Council for South Oxfordshire. There have also been a number of changes to the cabinet

- John Cotton, leader, responsible for corporate strategy (except waste and grants), economic development and Wallingford
- Angie Paterson, deputy leader, responsible for planning policy and customer services
- Anna Badcock, responsible for housing
- David Dodds, responsible for waste and Thame
- Lynn Lloyd, responsible for IT, HR, and legal and democratic services
- Judith Nimmo-Smith, responsible for health, community safety and central parishes
- Bill Service, responsible for leisure and Didcot
- Robert Simister, responsible for property, technical services and southern parishes
- Elizabeth Gillespie, responsible for development control, building control, grants and northern parishes
- Will Hall, responsible for finance and Henley

PH added that he is now a full member of the Planning Committee.

It was suggested that Robert Simister should be invited to one of the Council meetings.

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- **Free parking in Henley on Thames**

PH reported that there would be free (Christmas) parking in South Oxfordshire District Council car parks again this year. For Henley this would be every Tuesday afternoon in December. As it is usually free parking on Saturdays in December, PH added that he would check whether this was just Tuesdays afternoons (as showing on the SODC website) or Saturdays as well.²

- **Waste Collection**

Following the concerns raised last month, VR confirmed that there had been no further issues with waste collection. PH added that the Biffa Website was being updated with details regarding process for dealing with missed collections.

- **Sonning Common Neighbourhood Development Plan (SC-NDP)**

VT and LC reported that residents had raised concerns regarding a SC-NDP flyer advertising the drop-in sessions this weekend, believing the map to be misleading. Members agreed that the map should have included the SC-NDP designated area boundary and the Parish boundary. It was agreed that a letter should be drafted to the SC-NDP working party asking that at the drop-in sessions the NDP designated area and Parish boundaries are made clear to the residents attending.

It was also agreed that the Council should issue a flyer in the next Peppard News clarifying these boundaries. Cost to be no more than £60.

- **Illegal Signage**

- LC explained that, following receipt of an email asking whether the Council now accepted small advertising signs on the highway, LC confirmed that there were two small advertising boards outside Reno's Restaurant on the highway verge which had been there some time.

It was agreed that LC should reply to the sender of the email, confirming that the rules for displaying advertising boards on highway verges in the Parish are set by law and are not for a Parish Council to interpret; adding that the Council would take usual action for offending advertising boards.

- LC added that she had also received another email from a parishioner reporting advertising boards on the Highway verges; a) the advertising boards (above) outside Reno's Restaurant and also about an A-Board advertising The Studio Gallery which was being displayed again on the highway verge outside Manor Farm.

It was agreed that a letter should be sent to the owners of Reno's restaurant explaining that advertising boards could not be placed on the highway verge without advertising permission obtained from SODC planning, including details of how this can be applied for.

It was also agreed that a letter should be sent to the owner of the Studio Gallery, with a reminder that advertising permission is always required for advertising boards on the highways.

PH left the meeting

It was agreed that an item under agenda item 15 - P14/S2233/CC/2698. School, B481 Alleged unauthorised access being used for building- should be discussed at this time, as a Peppard School Governor was present to answer questions. Minuted under agenda item 15.

² After the meeting PH confirmed that the only additional free parking for Christmas shopping in Henley is Tuesday afternoons in December.

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6 Administration, Finance and Staffing:

- **2014-15 Accounts** (Appendix 3)

The 2014-15 Accounts as at 31st October 2014 were circulated prior to the meeting.

- **Report from Finance and Staffing Committee meeting held October 7th 2014. (TC)**

- This Committee only makes recommendations to Council, not decisions.
- The meeting was again inquorate and an informal meeting was held with just the Clerk and TC present.
- The matters discussed and not formally covered at the October meeting included:
 - Review of the finances to the half year where reviewed and although we will overspend on wages savings elsewhere mean we are likely to underspend the full year precept. Details were circulated to all Councillors for the October meeting.
 - LF has proposed that the Councillor performing the bank reconciliation should do it for a 3 month period so as to benefit from continuity. Although there are some technical downsides such the avoidance of the possibility of collusion this is recommended for a trial period subject to clearance from our Internal Auditor.
 - Our current Internal Auditor has been in place for 4 years - a change might be in order? The Clerk was tasked to investigate possibilities.
 - It is recommended that wherever time is not of the essence (such as grass cutting) general donations (Grants) should be considered at the January meeting when we have some certainty as to the full year finance outcome.
- The Clerks annual appraisal took place which recorded a highly satisfactory year.

- **Proposal for member reviewing Bank Reconciliations.**

It was agreed that the Bank Reconciliations should be reviewed by the same member for three consecutive months, LF to perform the task for October, November and December

- **Proposal to employ new Internal Auditor for 2014-15.**

LC confirmed that she had contacted two local clerks regarding Internal Auditor with no joy. It was agree to retain the existing Internal Auditor this year, with a view to changing for next year

- **Donations**

It was agreed that all 2014-15 donation requests should be considered at the meeting in January 2015 (when available funds are known) and all 2015-16 donation requests as part of 2015-16 budgeting process.

- **Budget items for 2015-16**

It was agreed that the following items should be investigated further and costed for possible inclusion in the 2015-16 budget:

- WiFi in the pavilion (action SC)
- Village handy-man / Village projects (Action LF/LC)
- Projector and screen (proposal to trial in December – action TC)
- Defibrillator (see item 9 - below)

Members were asked to notify the Clerk of other items to be included in the budget process as soon as possible.

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- **Asset Register.**

It was agreed to adopt the updated Asset register, showing a value of £1 for the Telephone Kiosk as specified by the External Auditors.

Action: The Asset Register to be signed by the Chairman. (TC)

7 Specific assignments for members

- **Members of Finance and Staffing Committee**

It was agreed that SC and LF should join the Finance and Staffing Committee. However LF added that she would welcome managing Carlings Orchard again if that were possible.

- **Henley on Thames Townlands Project Steering Group**

It was agreed that BW should be the Parish Council representative for Rotherfield Peppard Parish Council on the Henley on Thames Townlands project

8 Nettlebed and District Commons Conservators' update (TC)

- **Quarterly NDCC Meeting October 9th 2014**

- Nigel Wooding has resigned as a Conservator. He was the Conservator appointed by the main owner (the Fleming Family) and Rhona Ash is now taking that position. As she was co-opted some time ago this means there is one less Conservator.

Note TC was appointed by SODC and his position will come up for review after the May 2015 elections.

- Green Gym will be working on Peppard Common on Saturday October 18th 2014; this is their only involvement in our Parish this quarter.
- KPCV³ continue to meet on the first Monday and the third Saturday of the month. They would benefit from more volunteers – contact Sheri Kinghorn shkinghorn@aol.com.
- Residents of Gypsy Lane wish to resurface (much needed) their road. This is not Common Land so no opinion given by the Conservators.
- Thanks were noted for the £250 Donation (Grant) from the Council earlier in the year.
- Posts near the Red Lion to stop road traffic driving on the Common are to be replaced.
- LF added that the over-grown tree/bush outside the school on Common Lane had been cut back as requested. The children could now walk safely along the side of the road to the parked cars.
- BW reported that he had attending the Nettlebed Woodland play Trail on Saturday 1st November 2014. He commended the NDCC on a fantastic play trail for the children to play on.

9 Defibrillator

It was noted that although the defibrillator in the Kiosk by the school belonged to the school. There were many weeks each year when the school was closed (school holidays). It was suggested that the Council liaised with the school regarding maintenance of the defibrillator during this time.

Action LC.

TR offered to discuss on-going maintenance and the kiosk with the Flat Earth Society.

BW reported that the Chairman of the Peppard War Memorial Hall (PWMH) suggested that a 2nd defibrillator for the village could be installed at the Hall. Members agreed that this was a good idea. HC & TR to discuss with the chair of the PWMH.

³ Kingwood and Peppard Common Volunteers.

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10 Pavilion Security-lights

SC reported that the security lights have been installed at the pavilion. However three lights were installed rather than two as they had to be mounted lower than planned (higher mounting would have been on the wooden façade, which was not suitable for the lights). This resulted in an additional cost of £37, ie a total of £311. It was unanimously agreed to pay this higher amount.

11 Bus Shelter nr Unicorn pub

LC reported that the Bus Shelter would be repaired this week. It was agreed that, subject to satisfactory completion of the work, the invoice to be included in this month's payments.

12 Training and meetings

- **Roles and Responsibilities Training Course**

VT explained that she had attended the Roles and Responsibilities Training Course on 3rd September 2013, which was a well-constructed training day and recommended it to all new members and 'old' to brush up on their Roles and Responsibilities

VT reported that the course included the subject of declaration of interest and, therefore, when a member cannot participate in a debate. It was confirmed to VT that in the case of a Parish boundary debate, all members - in an affected area or not - potentially have a pecuniary interest, and therefore none need to declare an interest nor be excluded from the debate.

- **Town and Parish Forum** – November 12th 2014.

It was agreed that BW would attend the Town and Parish Forum.

- **Village Forum.**

TR explained that he had received many requests for a Peppard Village Forum to be set up for the villagers. Concern was raised that this would need managing/maintaining. LC said that she did not have the IT skills to do this, without additional training. It was agreed by a majority vote that an appeal for a volunteer to set this up would be issued on the village email. Action LC.

- **Neighbourhood Planning Conference - March 2015.**

SODC and The Vale of White Horse CD Councils will be holding a neighbourhood planning conference in March 2015 to provide the opportunity for Town and Parish councils and Neighbourhood Planning steering groups to learn more about the support offered by the District Councils; attend a variety of training sessions and workshops; and meet the Councils' dedicated neighbourhood planning officers and other key stakeholders.

Action: Members wishing to go to notify LC before Wednesday 19th November 2014. Deadline for submission Friday 21st November 2014.

- **Proposal to change date for May 2015 meeting to 18th May 2015 (currently 11th May)**

2015 is election year – the election date has been set for Thursday 7th May. Agendas for Council meetings, with all documentation, need to be issued on the Wednesday before a meeting on the following Monday. If the meeting remained on 11th May, the Agenda and all documentation would have to be sent before the election – ie to all candidates.

Therefore it was agreed that the May 2015 Parish Council meeting should be changed to Monday 18th May 2015.

Action: LC to update web, notice boards accordingly.

- **SC-NDP public meetings in November 15-16 : Drop-in sessions**

Members were encouraged to attend the SC-NDP meeting at the drop-in sessions.

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- **To consider possible speaker for 2015 Parish meeting (Saturday 25th April, 10am).**

Three possible speakers were suggested for the 2015 Parish meeting:

- Lord Camoys of Stonor
- A representative from the CPRE
- Peppard School Headmaster, Nick Steele.

13 Approval of Spend:

- It was RESOLVED unanimously that the following payments are approved.

Ref #	Account	Payee	Description	Power	Amount £
15-258	SP&F Grant – Elect	B Gas	Electricity (Oct Bill)	LGA (Misc)1976 s19	£63.67
15-259	SP&F Grant – Elect	B Gas	Electricity (Oct Bill)	LGA (Misc)1976 s19	£20.29
15-260	Staff Costs	T Parisi	November wages	LGA 1972 112	<i>Confidential</i>
15-261	Staff Costs	M Bowles	November wages	LGA 1972 112	<i>Confidential</i>
15-262	Staff Costs	L Collison	November wages	LGA 1972 112	<i>Confidential</i>
15-263	Staff Costs	OCC Pension	November Pension	LGA 1972 112	£169.02
15-264	Staff Costs	HMRC	November PAYE	LGA 1972 112	£21.20
15-265	Staff Costs	Autela Pay Svs	Payroll Svs Nov	LGA 1972 112	£12.50
15-171	Charity Cost	S Folland	Floodlights	LGA (Misc)1976 s19	£311.00*
15-266	Village Upkeep	Fence it in	Bus Shelter**	LGA (MP) 1953, s4	£610.30 + VAT
15-267	Village Upkeep	TBC	Notice Board	LGA 1972 111	To £1000 + VAT
15-268	Misc	Peppard News	Flyers	LGA 1972 111	To £60

* Retrospective approval – see item 10

** Money to be reclaimed from Bus Company insurers.

- It was agreed that TR and HC should approve the internet payments.
- It was agreed that VT and BW should be internet payment approvers. Action LC.

14 Matters for consideration at next meeting:

- Verification badges for planning visits
- Closure of Sonning Common Nat West
- Items for 2015-16 spend
- Verification badges for planning visits
- Play Area update and request for planning application
- Dates to invite Robert Simister to a Council meeting.
- Speed on B481 across the Top Common following a child being knocked down in previous week.
- Hedge along B481 from Dog Lane to Bolts Cross – clear for Path link to Shepherds Green.
- Terms of Reference for Village Working Group.

15 Planning – next page.

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15 Planning.

It was agreed that BW would chair this section of the meeting.

- **Planning Minutes:**

It was moved by TR, seconded by BW and resolved unanimously that the minutes of the Planning Committee meeting held on Saturday 25th Oct. 2014 be signed as a true record of the meeting.

- **Planning Applications to be considered:**

	Details
Application	P14/S3405/ HH - Jersey Farmhouse Colmore Lane RG9 5LX Demolition of existing garage, erection of two storey side & rear extension, conservatory & a detached double garage..
Recommendation	Rotherfield Peppard Parish Council considers that this application should be APPROVED.

VR left the meeting

	Details
Application	P14/S3345/ FUL Unit 23, Manor Farm RG9 5LA Part change of use of existing building from general storage to storage of aggregates for use by Manor Mix
Recommendation	Rotherfield Peppard Parish Council considers that this application should be REFUSED for the following reasons: <ol style="list-style-type: none"> 1. Manor Mix Concrete Mixing activities are not characteristic of this location neither in the AONB nor with Planning Policies in either the SODC Local Plan nor the SODC Core Strategy. 2. The use of one of the buildings for storage of aggregates is not consistent with Policy CSR1 or with use class B8 which covers more general warehousing storage. 3. Enclosing storage and loading of the aggregate in one of the buildings does not mitigate the impact of the concrete mixing activity on the countryside and the amenity of local residents. 4. Overdevelopment of site. 5. The local roads are not suitable for the size of lorries that are required. For more details see appendix 4

- **Recent Planning Decisions by SODC:**

Application	Details	SODC Decision
P14/S2182/ O	Crossways Wyfold Lane Peppard Common , RG9 5LR Single detached dwelling and associated garage with all matters reserved	Approval
P14/S2878/ ROP	Old Cottage Peppard Common RG9 5JE Erection of a detached three bay garage with studio space above. (As amended by revised plans submitted 16 Sept).	Approval

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P14/S2875/ HH	Old Cottage Peppard Common RG9 5JE Demolition of existing garage and extension. Erection of a two storey extension.	Approval
P14/S3006/ HH	10 Baron Way Kingwood RG9 5WA Conversion of one half of the double vehicle garage to form additional habitable space.	Approval

- **Planning Enforcements:**

	Details
Enforcement	P14/S2233/CC/2698. School, B481 Alleged unauthorised access being used for building
Update	The contractor has used the field access off the B481, whilst awaiting delivery of the layby field gate. The field gate has now been installed. As per the planning condition all excavated material has been retained on site. Upon completion of the new gate this entrance will be used for construction and B481 field gate closed off. VR requested that the grass removed for the initial field access is replaced.

- **Tree preservation Orders (TPO):**

	Details
Application	11/2014 - Vine Lodge Peppard Hill & Broadlands Stoke Row Rd Application for tree preservation orders to be placed on 7 trees at Vine Lodge and 3 trees at Broadlands in response to pre-planning applications P14/S2630/PEM and P14/S2689/PEM
Update	Decision will be known 8 weeks after 30 th October 2014
Application	17/2014 - 82 Shiplake Bottom Application for tree preservation orders to be placed on Beech Tree with significant amenity value
Update	Response to be made by 2 nd December - add to next planning meeting
Application	6/2014 - Square House, Stoke Row Road 4 lime trees. 1 Ash and a London Plane
Update	TPO's approved on all trees.

- **Maintaining the Parish's rural, historic and significant assets.**

Members discussed a proposal from BW to consider a Village Working Group to maintaining the Parish's rural, historic and significant assets; to include applying on trees and non-formal designation status for buildings, areas, landscapes in the Parish as required maintaining the Parish's rural character.

VT opposed the proposal on the grounds that its purpose was unclear and potentially could duplicate the functions of existing groups such as the planning committee.

It was agreed that The Terms of Reference for this group should be considered at the next meeting, and that possible volunteers should be sought via the village email. Action LC.

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Meeting ended at 9:45 pm

**Appendix (1): Notice Board for Pavilion - example
(agenda item 4)**



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Appendix (2): Highways and Footpaths

Highways:

Location/Issue	Status	Action
Dog Lane Flooding 653667, 653668 and 667890	Originally raised with Thames Water in June, who visited the site and confirmed it was an OCC drain. On 9th July Thames Valley transferred the issue to OCC ref 653667 and 653668 - Thames Valley Ref = 0014/38KRSX. (Another ref to Thames Valley is 40701719039). There are 2 OCC references because there are 2 drains – the one by the B481 is OK – the broken one is at the entrance to Dog Lane. 23 rd Oct (FixMyStreet): OCC will fix it. ⁴	Monitor
Dog Lane Vehicular use	Sat-Nav Company explained that even if they change their records showing this as a 'no through route', this does not automatically update the vehicle drivers systems. Note Dog Lane is a Restricted By-Way. No vehicles. OCC confirmed signage is correct for a Restricted By-Way	Closed
Shiplake Bottom speeding	No further reports of speeding in Shiplake Bottom	Monitor
Stoke Row Road (Nr Okavango) Flooding	6 th Oct: OCC Highways: the work appears to have reduced the problem at this location, at least in the short term. But concerned that we may not achieve good infiltration into the ground at the crossroads where originally proposed, so exploring other options before approaching the Nettlebed Estate. 10 th Nov: OCC "... appears to be resolved at least in the short term. Longer term we may be able to tie it up with Gallowstree Road."	Monitor
Horsepond Road Flooding at Old Well Cottage	10 th Nov: Update OCC. We are looking at other ways to drain this area as the soakage into the ground does not appear to be adequate for the volume of water and silt that is washing down the road. Options are to create some surface water storage under the road, install a bore hole (if permission can be gained from the Environment Agency) or to pump the water away to another location with better drainage	Monitor
Stoke Row Road	Concern raised that The footpaths along the road are also affected by overhanging trees and brambles forcing pedestrians to walk in the road.	All to review, LC to act as appropriate.
Stoke Row Road opp Grouse and Claret pub	Large tree in road – LC spoke with Philip Bennett – owner of Land is un-known – to report to Highways.	Action : LC to Report

⁴ 14th November 2014 – LC asked "when will this be fixed?"

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Appendix (2): Highways and Footpaths - continued

Footpaths:

Footpath/Issue	Update	Action
Tree near to the telephone box near the school growing across the verge making it difficult for people to walk past	Reported to NDCC.	DONE - Closed
331/16 South East of Church	Fallen way-mark post	None – Philip Bennett handling this
Dog Lane (Restricted By Way)	Resident concerned about over growing hedges LC clipped back offending branches – easily passable. Note this is a Restricted By Way and not a road.	DONE - LC to report back to complainant.
Footpath along B481 between Dog Lane and Bolts Cross - needs clearing.	To be discussed at next Council meeting.	

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Appendix (3): 2014-15 Accounts

RPPC Accounts as at 8th November 2014

	Apr-Oct		Nov 14	Apr '14 - Mar 15	
	Actual	Budget	Actual	Actual Apr-Nov	Year Budget
Income					
SODC Grant	331.00	319.97	0.00	331.00	319.97
Precept	26,895.00	26,446.75	0.00	26,895.00	26,446.75
Other Income	156.45	3.48	0.00	156.45	5.96
VAT Reimbursement	0.00	0.00	0.00	0.00	0.00
Total Income	27,382.45	26,770.20	0.00	27,382.45	26,772.68
Expense					
Staff Costs	6,088.11	4,770.87	869.73	6,957.84	8,172.88
Councillor and Clerk	328.10	348.36	0.00	328.10	1,332.72
Finance, Admin and IT	905.15	1,080.86	0.00	905.15	1,623.83
Insurance	300.00	300.00	0.00	300.00	300.00
Subscriptions	254.00	205.83	0.00	254.00	660.99
Village Upkeep	376.99	1,332.14	0.00	376.99	3,190.54
Carlings Orchard	1,430.00	1,410.00	0.00	1,430.00	2,372.90
Grant to SP&F Charity	1,937.57	2,062.97	116.97	2,054.54	4,485.89
Donations and Grants	3,395.85	1,596.53	0.00	3,395.85	2,734.97
Projects	415.00	1,161.10	0.00	415.00	1,989.06
Miscellaneous	98.67	0.00	0.00	98.67	0.00
S137	164.90	0.00	0.00	164.90	50.00
VAT	738.76	0.00	3.99	742.75	0.00
Total Expense	16,433.10	14,268.66	990.69	17,423.79	26,913.78

Note November spend of £990.69 does not include the following items approved in the meeting – as they were un-known at time of agenda being issued:

15-266 Bus shelter repairs (to be reclaimed)

15-267 Notice Board

15-268 Peppard News Flyers

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Appendix (4): Planning response for P14/S3345/ FUL

P14/S3345/ FUL Unit 23, Manor Farm Peppard Common RG9 5LA

Part change of use of existing building from general storage to storage of aggregates for use by Manor Mix

Rotherfield Peppard considers that this application should be **refused** for the following reasons:

1. As stated by two Planning Inspectors, **Manor Mix Concrete Mixing activities are not characteristic of this location neither in the AONB nor with Planning Policies in either the SODC Local Plan nor the SODC Core Strategy.**

Ref: P10/E1896/DA Appeal Ref: APP/Q3115/C/10/2141909

".. The provision of concrete for construction purposes is not an activity requiring or characteristic of a rural location".

Ref: P14/S0306/DA Appeal APP/Q3115/C/10/2141909

"20. The use of the appeal site, or part thereof, for open yard activities comprising of a concrete mixing business and a demolition and earth moving contractor's yard introduces an uncharacteristic activity into the countryside with significant existing and potential harm to the character of the area and the AONB and to residential amenity in terms of dust and noise and disturbance As such it is contrary to policies of the South Oxfordshire Core Strategy (CS) and the South Oxfordshire Local Plan (LP). In particular, the use conflicts with CS Policies CSEN1 which seeks to protect the district's landscape character with priority to the conservation and enhancement of the Chilterns Area of Outstanding Natural Beauty; and CSQ3 which requires development to respond positively to and respect the character of the site and its surroundings."

2. The use of one of the buildings for **storage of aggregates is not consistent with Policy CSR1 or with use class B8** which covers more general warehousing storage.

Ref: P10/E1896/DA Appeal Ref: APP/Q3115/C/10/2141909

"Even if the use were for storage alone it would not meet the provisions of Policies E3 or E5 of the Local Plan, nor therefore those of Policy A3, even without taking account of landscape considerations."

3. Enclosing storage and loading of the aggregate in one of the buildings does not mitigate the **impact of the concrete mixing activity on the countryside and the amenity of local residents.**

Ref: P14/S0306/DA Appeal APP/Q3115/C/10/2141909

"21. The use also conflicts with LP Policies, including G2 and G4 which seek to protect the district's countryside and resources and the countryside for its own sake; together with EP1 and EP 2 which seek to protect local occupiers from the adverse effects of dust, grit and fumes and noise and vibration, respectively."

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4. **Overdevelopment of site.** Over the years buildings have increased and expanded across the Manor Farm complex. This resulted in the need to create a car park into the surrounding agricultural land. Most recently Units 24 and 25 were extended to provide a larger storage facility.

Over time the number of lorries both from Manor Mix and Summerlease who supply the aggregates have increased and with it the requirement for an area to park while they wait to be loaded or unloaded. The available space is limited and this will be detrimental to the operations of the other businesses on the site.

5. The local **roads are not suitable** for the size of lorries that are required. A limit of 7.5 tons has now been placed on the route to Henley used by Manor Mix and Summerlease.

Ref: P10/E1896/DA Appeal Ref: APP/Q3115/C/10/2141909

“Residents expressed concerns both about those activities and the resultant increase in heavy goods traffic on local rural roads. Those aspects may not be sufficiently serious by themselves to warrant dismissal of the appeal but illustrate further the uncharacteristic nature of the use in this location.”