

**Minutes
Berrick Salome Parish Council**

The Meeting of the Berrick Salome Parish Council was held by video on Thursday 14th Jan 2021.

Present:

Ian Glyn [IG] (Chair)
Ellie Cross [EC] (Councillor)
Craig Tribe [CT] (Treasurer)
Mike Craven-Todd [MCT] (Councillor)
David Bridgland [DB] (Councillor)
Steve Harrod [SH] (County Councillor)
David Turner [DT] (District Councillor)
Chris Cussens [CC] (Clerk)

1. Apologies for absence
None
2. Declarations of interest regarding items on the Agenda
None
3. To approve the Minutes of the PC meeting of Nov 12th, 2020
Approved
4. Matters arising from the Minutes
All covered within the Agenda.
5. District and County Councillors' Reports.

5.1. OCC

Due to an unplanned COVID-enforced absence overseas, SH did not have a report, so invited questions. None were raised, though he did agree to stay in the meeting for other items of relevance.

5.2. SODC (Monthly Reports [Dec 20 Jan 21](#))

DT's reports can be viewed via the above links.

DT's principal comment was about the Local Plan:-

"I am very disappointed after all the hard work that we put in together to get Chalgrove Airfield out of the Local Plan that the Inspector left Chalgrove in it despite acknowledging the obstacles which still exist to the development being able to go ahead. I was one of those who voted against the Local Plan at the SODC meeting on December 10th. The fight is not over, and we now have to concentrate on getting the actual Homes England planning application refused by the SODC Planning Committee."

DT also advised that SODC grants such as that for Business Support were successfully being administered in spite of COVID difficulties; we should all be grateful for their work.

Given the status of the Local Plan, IG asked the PC for their view as to whether we should continue to robustly oppose Chalgrove or moderate our position. The PC unanimously agreed that Chalgrove should continue to be opposed.

DT stated that the County Council had still not formulated a transport plan in support of the application; SH agreed to clarify the situation.

SH

6. Treasurer's Report (See Appendix 1 for details)

The Council approved the following

- All payments and transfers
- Budget and precept 2021-22
- Grass cutting quotes 2021-22
- Citizens Advice donation request

7. Planning (See Appendix 2 for details)

To note the decisions of SODC on the following

[P20/S2777/FUL](#) - Land west of Fairfield (change of use) – Approved Nov 20

[P20/S3485/HH](#) - Parsonage Farm Cottage – Approved Dec 20, with conditions

[P17/S1964/O](#) – 240 homes adjacent to Benson – Outline planning permission given – Dec 20

Re the 240 homes, IG asked whether there was any indication of when work might start. DT stated that this is up to the developer and that reserved matters were still to be dealt with.

8. Enforcement investigations (See Appendix 2 for details)

[SE16/41](#) – Lower Berrick Farm – To be visited when lockdown permits

[SE20/16](#) – Well Cottage, Roke – Visited by SODC on Nov 9th confirming that shed is still in situ. Tenant confirmed that it would be removed when property sold.

[SE18/453](#) (Planning App. [P19/S2721/FUL](#)) – Land west of Fairfield – No change.

Re SE18/453,

- IG stated that he had brought to our MP's (John Howell) attention the relevance of IUD (Intentional Unauthorised Development), prompted by a report in parliament about how seriously the government were in opposing this. Following some discussion, it appeared that although JH had written to the Leader of SODC (Sue Cooper), he had not included any reference to IUD. DT agreed to ensure that SC received this information. DT
- IG is aware that the applicant had instructed a flood consultant with the aim of contradicting the Environmental Agency (EA) position. We also know that that person has masqueraded as an Environmental Agency appointee, which we have reported to the EA.
- A parishioner asked whether the applicant might acquire squatter's rights. It was stated that this seemed unlikely as he already owns the land. IG agreed to check the position with our planning consultant. DT stated that if something has been in place for four years, without complaint it can be deemed to have planning permission. IG

Note: The order of the topics below has been changed from the Agenda to accommodate SH's schedule.

9. Flooding on road at Berrick Littleworth

IG explained that this agenda item relates to signs put up by OCC Highways on the bend between West End Cottage and the Home Sweet Home, where water was flooding the road from an OCC drainage pipe and we were concerned about this freezing and causing a road safety hazard. Whilst awaiting resolution, we commissioned a local contractor (Colin Crump) to put in a temporary fix which resolved the problem. Unusually, we agreed that the PC should fund this (for £485) as it was an urgent safety issue and riparian ownership was unclear; we expect the rest of the costs for the permanent resolution to be borne by OCC Highways.

OCC Highways are believed to have investigated the problem and will report on how they intend to deal with this and deal with the blocked culvert between Jakemans and Shepherd's Cottage. Before working on this, they insisted that all the local residents downstream have cleared their ditches, now done, for which the PC is grateful. For the temporary fix, the PC gives thanks to Colin Crump. SH requested the email correspondence to be forwarded to him, which IG will provide. IG

10. Traffic Group Report

Ian Kirkwood described the current drawing (Appendix 3) for the area by Weller Close, with costs, estimated to lie between £15k and £20k.

We already have informal consent to the plan from OCC Highways and need acceptance confirmed so that when and if we submit a Planning Application, it will be formally approved. IG stated that this is part of the traffic scheme, the other part being the erection of white gates at the entrances to the village.

IG asked the PC whether they thought we should continue with the scheme, given the likely cost. MCT thought we should continue, widely consulting the village to make sure everyone would be happy with it; this view was supported.

The question was asked as to whether any grants might be available for this. Various options, including CIL contributions from Benson and Chalgrove developments, were discussed, without decision; this issue will remain as 'work in progress'.

11. Parish settlement road signs

IG stated that our Neighbourhood Plan, now 'made', defines the settlement boundaries, but these don't all match the road signs. The PC agreed to request that OCC make the road signs consistent with the boundaries. SH agreed to take this forward, following a briefing from the PC.

SH

12. Approve revised Risk Assessment

This had been sent to Councillors prior to the meeting. All approved it.

13. Dog bins

CT had sent Councillors a briefing prior to the meeting, which looked at ways of reducing the cost for SODC to empty them. One parishioner had kindly agreed to sponsor one of the bins. CT has identified an independent franchise (Scoop Dotty Dog Ltd [SDD]), who have a much lower price (by £738 pa) and favourable reviews on Facebook. He noted that if we move away from SODC to SDD, then SODC won't have us back. As the PC were in favour of SDD, CT agreed to check them out, with a view to agreeing a contract with them.

IG suggested that SODC were not buying very well, given the disparity in prices. He was also not happy with their threat not to take us back in the future if we leave them. DT agreed to raise both these points with the officer concerned and would liaise with CT.

DT

14. Litter picking

IG described how a local family, armed with a litter picker and plenty of bags, have been walking around the village collecting litter from the verges. Their 8-year-old daughter has produced a document, suggesting that others might like to do likewise. It was noted that others might also be litter picking for their Duke of Edinburgh award. IG asked the PC whether they'd support our publicising the activity, which they agreed on. CT advised that we would need to be careful not to be accused by SODC of fly tipping when we encouraged others to participate. IG agreed to write a note to encourage the activity to reassure SODC.

IG

EC asked DT if SODC still offered awards/recognition to children in the community who were making a difference/doing something good for the community. DT thought the scheme was still running and would send details.

DT

15. Drains, sewers and Thames Water

DB reported that TW have agreed to investigate whether the damage to the unadopted road in Rokemarsh was caused by their increased tankering at this location, as the rising water table overloaded the system during the wet weather and, if appropriate, to contribute to its repair.

TW also provided an update on repairs downstream from the manhole at the Roke/Rokemarsh junction. The work will need a specialist contractor, with completion due in March. IG requested that DB sends TW an email to try to hold them to the March date; DB agreed.

DB

16. Hedge Laying

Work was agreed at our previous meeting and will commence at the end of January.

17. Tree Planting

MCT reported that Richard Bisson has agreed to purchase a batch of trees on the Council's behalf and donate the trees to the Parish in the event that an award is not received from the Woodland Trust. MCT recommended that a small group of himself, Richard and Nick Everard produce a plan for planting these trees to produce a more formal plan with a few diagrams for consideration at the March meeting. The aim would be to get ready for the planting season in April. The PC issues many thanks to Richard for his contribution.

18. Village Hall Governance

This is ongoing.

19. Any other matters the Chairman deems urgent arising since the preparation of this Agenda

MCT has been in touch with the local police liaison team re hare coursing, who have been most supportive. They encourage everyone to report it when they see it to 101 or [Crimestoppers](https://www.met.police.uk/0800555111) (0800 555 111). If the hare coursing is taking place at the time, you can call 999. They assured people that no one had ever experienced a negative effect from reporting it.

The PC was most grateful to those who installed the Christmas Tree at the Triangle – many thanks.

CT suggested that we should invite our MP, John Howell, to our meetings. DT said that he only normally attends meetings on specific topics, but why not invite him? He cautioned that JH has 55 parishes in South Oxon, so may not easily fit a visit in. It was agreed that we would invite him to our meetings, though IG would send him a letter about this beforehand.

IG

20. Date of next meeting

Mar 11th, 2021

Signed Chairman

Date.....

Appendix 1: Responsible Financial Officer's Report

To Parish Council meeting Thursday 14th January 2021

1. Bank balances as at 31 December 2020 totalled £25,984. There were two uncleared items totalling £111. The total reserves of the Parish were therefore £25,873.
2. On 31 December 2020 the accounts showed a surplus of income over expenditure of £4,018.
3. **Schedule of payments**

There has been one cheque payment since the last meeting.

Date	Chq. no.	Payee	Amount (£)	Purpose
07/12/2020	100783	Roy Troth	30.00	Playground extra grass cut

Confirmation of the Council requested for the following online payments:

Date	Payee	Amount (£)	Purpose
24/11/2020	Azalea Landscapes	1,520.00	Recreation ground grass cutting 16 cuts @ £95.
27/11/2020	WEL Medical Ltd	150.25	Replacement defibrillator pads
22/12/2020	RD & PJ Marsh	74.97	Christmas tree lights
22/12/2020	BS & T Tuckwell	50.00	Christmas tree
22/12/2020	JP & S Lyons	24.00	Masterplug IP54 weatherproof enclosure lead & timer 4 gang 8m (for Christmas tree)
22/12/2020	The Play Inspection Company Ltd	81.00	Annual playground inspection

Confirmation of the Council requested for the following direct debit payments:

Date	Originator	Amount (£)	Purpose
09/11/2020	1&1 Ionos	70.79	Extra mail storage and mail business licence plus domain names x 3
09/12/2020	1&1 Ionos	13.19	Extra mail storage and mail business licence
09/01/2021	1&1 Ionos	125.83	Basic annual fee; berrickandroke.org.uk domain annual fee; Extra mail storage and mail business licence

There have been the following bank transfers since the last meeting.

Date	Transfer from	Transfer to	Amount £
27/11/2020	Business account Premium	Community account	1,583.91
22/12/2020	Business account Premium	Community account	423.41

Budget and precept 2021-22

I have prepared a draft budget which has been circulated to the councillors. This proposes a Band D charge of £55.26 compared to the 2020-21 charge of £50.24. This is an increase of 10%

The total precept requested will be £9,395 (2020-21: £8,365) which is an increase of 12.3%. The extra percentage increase is because the number of council taxpayers in the parish has increased since last year.

Our Band D charge remains low compared with surrounding parishes, even after the proposed increase. The council's aim is to continue to build up an allocated reserve to go towards the cost of village improvements, including the village hall and traffic calming.

Grass cutting 2021-22

To my knowledge for the first time since Roy Troth started cutting the play area grass I have agreed a £5 a cut increase in his charge from £30 to £35. I hope that the council will agree to this well-deserved increase.

Jonny Yaxley has cut the recreation area grass for the last three years and I think you will agree he has done a very good job. We have a good relationship with him and he is very flexible if extra work is required. He has requested an increase in the fee per cut from £95 to £100. I ask the council to support this increase.

Both of these increases are included in the 2021-22 budget.

Citizens Advice donation request

Members will be aware that we have received a request for a donation from Oxfordshire South and the Vale Citizens Advice. In the past we have not donated to this cause but the current year has been different to those gone by.

The CA have advised us that they helped 8 residents of Berrick Salome at an estimated cost of £288. They receive 50% of the cost from the district councils. My proposal is that we should make a donation of £150 from our s.137 expenditure for 2020-21. S. 137 expenditure is payments that can be made by a parish council outside of its normal spending powers.

Appendix 2: Planning Application Summary

Click on link in Planning ID Column for SODC document

Cllr Abbreviations: CT – Craig Tribe; DB – David Bridgland; EC – Ellie Cross; IG – Ian Glyn; MCT – Mike Craven-Todd

Date Abbreviations: PC – PC notification; EC – End of consultation; TD – Target Decision

Planning ID	Cllr	Location	Description	Dates	Status
P19/S2721/FUL	EC	Land west of Fairfield	Change of use of land to use as a residential caravan site for one gypsy family Additional info provided Amended plan with additional info	PC: 02.9.19 EC: 10.10.19 TD: 22.10.19 PC: 21.02.20 EC: 09.03.20 PC: 08.06.20 EC: 24.06.20	PC objected and submitted comments on <ul style="list-style-type: none"> • 27.09.19 • 06.03.20 • 09.03.20 • 01.07.20
P20/S2134/O	IG	Chalgrove Airfield	Residential-led mixed use development	EC: 01.09.20 TD: 16.04.21	PC objected 28.08.20
P20/S2777/FUL	EC	Fairfield Roke	Change of use on a paddock from agricultural to equestrian use.	PC: 14.09.20 EC: 05.10.20 TD: 22.10.20	PC supported 29.09.20 SODC approved 18.11.20
P20/S3531/HH	IG	Church Cottage	Demolition of part of existing outbuilding and the erection of extension and alterations ...	PC: 05.10.20 EC: 05.11.20 TD: 17.11.20	PC supported 05.11.20, with conditions
P20/S3592/HH	DB	Plum Tree Cottage	Demolition and Rebuilding...	PC: 13.10.20 EC: 20.11.20 TD: 02.12.20	PC supported 20.11.20 SODC approved 08.12.20
P20/S3485/HH P20/S3487/LB	IG	Parsonage Farm Cottage	Additional items to previous application	PC: 27.10.20 EC: 26.11.20 TD: 21.12.20	PC objected 13.11.20 SODC approved 10.12.20
P17/S1964/O	IG	Land to the north east of Benson to the north of Watlington Road/The Sands (B4009) and east of Hale Road Benson	240 dwellings for David Wilson Homes	PC: 02.06.17 EC: 20.12.17 TD: 02.12.20	PC objected 24.07.17 PC objected 02.12.17 SODC give outline planning permission 21.12.20

Enforcement Investigations

Date Abbreviations: ND - Notice Date; ED - Effective date; CD - Compliance Date; TD – Target Date

Ref	Cllr	Location	Description	Dates	Status
SE16/41 P19/S2511/FUL	IG	Lower Berrick Farm	Without planning permission, the material change of use of the Land from (1) agriculture and (2) equestrian use to use for mixed purposes	ND: 26.06.19 ED: 09.08.19 CD: 09.11.19	Enforcement Notice Served. Site visit to be made when lockdown protocols permit. As the notice is in place, if it is not complied with and no good reasons are given why, prosecution can proceed
SE18/453 P19/S2721/FUL	EC	Land west of Fairfield, Roke	Without planning permission 1) the material change of use of land from woodland to equestrian use; 2) the erection of 2m fence adj to the highway; 3) the stationing of a static mobile for residential use; 4) the laying of a hardstanding; and 5) the erection of various buildings.	TD: 10.09.18	Application submitted Site visited 7 times. Now awaiting Planning Decision.
SE20/16	EC	Well Cottage, Roke	Without planning permission, the erection of an outbuilding within the curtilage of a listed building.	TD: 26.02.20	Site visited 09.11.20 when it was confirmed that the unauthorised shed was still in situ. The property is currently on the market and the tenant is seeking alternative accommodation. The shed was erected by the tenant and he intends to remove it when he leaves the property. The planning enforcement case remains open and will continue to be monitored.

Appendix 3: Proposed Scheme for Sheltered Parking and Traffic Calming

