

Minutes Berrick Salome Parish Council

The Meeting of the Berrick Salome Parish Council was held in the Village Hall, Berrick Salome, on Thursday 11th January 2018. Present:

Ian Glyn [IG] (Chair)
Steve Rhodes [SR] (Vice Chair)
Craig Tribe [CT] (Treasurer)
Ellie Cross [EC] (Councillor)
David Turner [DT] (District Councillor)
Chris Cussens [CC] (Clerk)

1. Apologies for absence
Steve Harrod [SH] (County Councillor), John Bird, Douglas Taylor, David Bridgland [DB] (Councillor), Rob Marsh, Derek Shaw, Nicol Glyn, David and Katie Higgs
2. Declarations of interest regarding items on the Agenda
None
3. To approve and sign the Minutes of the meeting of 9th Nov 2017
Approved
4. Matters arising from the Minutes
All covered within the agenda.
5. The County and District Councillors' reports are available via the following links: -
 - 5.1. OCC: [Monthly Report](#)
 - 5.2. SODC: [Monthly Report](#)
6. Treasurer's Report (See Appendix 1 for full report)
All scheduled payments were approved.
7. Agreement of 2018-19 budget and parish precept request
CT had previously provided copies of three budget options to councillors for the 2018-19 year. A discussion took place on the differences between the three options and the effect on the precept request to be sent to SODC. No alternative options were suggested by the council. It was agreed to request SODC for a precept of £7,166. This is equivalent to a Band 'D' council tax charge of £43.43. This is an increase of £4.00 on the 2017-18 figure. The budget should help continue to build the Parish reserves in the light of District and County Councils delegating more activity to Parish Councils and the need to keep a healthy cash balance as a "fighting fund" given the scale of potentially detrimental activity in the immediate area.
8. Planning Decisions and Applications
 - a. Decisions
Applications for Well Cottage, Roke Farm, The Smokehouse, Lower Berrick Farm, Beck House have all been approved by SODC.
The application for Shepherds Cottage was refused by SODC.
 - b. External to Parish
[APP/Q3115/W/17/3180400](#) - South of Watlington Rd (BEN05) – Appeal against refusal of planning permission. Enquiry evidence is due by Jan 23rd
[P17/S1964/O](#) - 240 dwellings north of B4009 (BEN 03/04) – Target decision date is Jan 15th
The PC express their gratitude to all 24 parishioners who provided online comments to the application, plus any others who may not have commented online. If BEN03/04 gets permission, it was recognised that the Parish will be at risk of significant planning applications made in the Rokemarsh area.
 - c. The following applications were only received the day before the meeting and were too late to discuss at this meeting.
[P18/S0064/FUL](#) – Roke Farm Roke
[P18/S0066/LDE](#) - The Pig Shed Lower Farm

9. SODC 2033 Local Plan

The Parish Council would like to express their gratitude to everyone who provided comments on this plan by the Nov 30th deadline. We are now awaiting the response from SODC. SODC are recording all responses and the Plan is due to go before an Inspector later in the year. It was noted that Martin Baker had recently refused the "final offer" from HCA for their leasehold interest on the Chalgrove site which opened up the possibility of that allocation not being deliverable by SODC.

10. Traffic and Neighbourhood Plan

10.1. Traffic

Ray Perfect had done an excellent job in logging and photographing all the road signs throughout the Parish. This has been sent to Highways (Mark Francis) who has agreed that they would all be repaired and refurbished in January. Many thanks to Ray. We'll also need the white lines in the road by the millennium stone repainted and will ask for this.

IG described the problem we have with heavy (i.e. > 7.5 tonne) vehicles driving through the village. The 7.5 tonne weight limit sign at the entry to the village off the B4009 applies to any vehicle conducting legitimate business, such as delivering or collecting materials. The area to which this applies covers Berrick, Stadhampton, Chiselhampton and Little Milton; it doesn't stop at the Newington/Chalgrove turn.

To help restrict any illegitimate passage of heavy vehicles through the village, the PC would like to request that parishioners

1. Keep a record of heavy vehicles and note their company (To identify heavy vehicles, [click here.](#))
2. Email or otherwise contact the company asking them to confirm that they have legitimate business within the area.

CC was asked to put out a notice to the Parish requesting the actions above.

ACTION
CC

In case the Benson and/or Chalgrove developments go ahead, we will need to take a defensive approach to mitigating the traffic. The professional advice we've received is that speed humps and speed restrictions won't help; we will need to make the Parish appear more like a village than a country lane. Drawings to illustrate this approach were prepared by David Pelling, to whom the PC would like to extend their thanks and appreciation. These were presented at the Village Fair on Nov 25th and the resulting feedback was that they made the village look somewhat suburban. The way forward must be a question of balance; do we accept some limited suburbanisation, or can we find other ways of mitigating traffic? IG proposed that the traffic group (IG, Rob Marsh, Nigel Nixon and Brian Tracey) continues its deliberations for deriving a strategy; this will take 6-9 months, such that action can be taken in about a year's time. The meeting approved this as a direction of travel.

10.2. Neighbourhood Plan

The NP team have now produced a good base document, but it needs honing to make sure it passes the scrutiny of an inspector. The NP team have identified a well-respected expert to help us finish it off – Neil Homer (NH).

To finance NH, two grants are potentially available: -

1. A 'Neighbourhood Planning Grant' from SODC, against all costs associated with the production of the Plan. This is worth £5k, the NP team have applied for it and our application has been accepted and agreed. Payment is expected imminently. As the application had been made by the NP team, CT asked to be provided with copies of the grant application documentation. IG requested retrospective approval from the PC. The PC gave their agreement, provided they had sight of the NH's Quotation and Project Plan and CT had received copies of the full grant documentation. The Quotation and Project Plan have since been provided.
2. [My Community/Locality](#) grants provide up to £9k for a number of purposes including 'Engaging a Planning Expert'. It is this grant that, it is intended, will be used to pay for NH's fee. According to Locality, from February 2018 it is anticipated that groups will be able to apply for grants for the next financial year (after 1 April 2018) under the new post-2018 support programme. We have been assured that our application is likely to be accepted, with prompt payment.

At this time, the current SODC plan classifies The Parish of Berrick Salome as a smaller village which (as such) is not required to provide any new housing. Under the 2033 Plan proposed by SODC, we are reclassified as an "other" village which is, similarly, not required to provide any new housing. But if that reclassification was not accepted and we remained as a "smaller" village, we would be required to "allocate" new housing to the extent of 5% of existing housing stock.

The NP team are not currently proposing to "allocate" sites, but that decision may well be reviewed pending further advice on the matter.

The PC agreed that it would apply for the Locality Grant when possible. It was agreed that NH should be formally instructed once the SODC grant money has been received on condition that should the locality grant money not be approved NH's appointment can be terminated without cost to the parish council.

11. Oxford to Cambridge Expressway

SR summarised the situation, saying that evaluations and lobbying are ongoing. A public enquiry is due to take place in 2019, with Autumn 2020 for the final decision.

Although SR is happy to continue representing us pro tem, his available time is low. The Parish would really like a champion to drive us forward. Conrad Shields was strongly in support of this, saying that we need to be proactive now, rather than awaiting plans we don't want.

SR reported that the Expressway Action Group would appreciate a donation towards its running costs. The PC agreed to donate £50.

12. Change to Parish Web-site hosting agreement

SR reported that we have reduced the Service Level Agreement for our web-site host from £220pa to £100pa.

13. Kissing gates on footpath BS5

CT notified that, in cooperation with The Chiltern Society, four 'kissing' gates would be installed along the footpath Berrick Salome 5 which runs from Lower Farm to Warborough. This would be at no net cost to the PC.

14. To consider any other matters the Chairman deems urgent arising since the preparation of this Agenda

14.1. PAGE

Rob Marsh was unable to attend, due to the meeting coinciding with a PAGE Steering Group Meeting. Here is his report: -

"I would like to report to the PC that OCC are about to start Part 2 of the Mineral Plan defining the areas for gravel extraction. On December 17th, 2017 despite the 10-year demand reducing yet again, OCC voted to remain with the LAA at 1.015mtpa. At the late November planning meeting the Clifton Hampden planning permission was refused and the Cholsey one approved for 2.5mt. This means that with an outstanding calculated planning need of 5mt, the county is still short of 2.5mt in the South which puts us right back into the firing line, even with the landbank increasing from 11.2 to 13.7 years!"

IG said that we've budgeted for continuing contributions.

14.2. Meeting with MP

A meeting with our MP, John Howell, had been arranged for the following day. Topics for discussion would be Chalgrove, Benson, 5-year land supply, Expressway.

14.3. Expressway and Helicopters

Pauline Hoad raised the really good point that helicopters from RAF Benson may not co-exist with the Expressway. The PC will keep this in mind when objecting to the southern route.

14.4. Playground

We've sorted the main deficiencies. The PC expressed their thanks to Colin Crump and family plus Ray Perfect who did the major part of the work.

14.5. Village Hall

Stages 1 and 2 of VH development have been completed. Stage 3 is now under consideration, which will include smartening up the front, providing a new entrance and adding an extension to increase the space within it. The plan has yet to be produced, but the Bridge Club understand that Stage 3 should not increase the capacity of the Hall – merely improve its comfort and appearance. Once the plan is available, the PC will be required to submit a planning application to SODC.

15. Date of next meeting

March 8th, 2018

Signed Chairman

Date.....

Appendix 1: Responsible Financial Officer's Report

To Parish Council meeting Thursday 11 January 2018

1. Bank balances as at 31 December 2017 totalled £14,186. There were no unrepresented cheques. The total reserves of the Parish were therefore £14,186.
2. At 31 December 2017 the accounts showed a deficit of expenditure over income of £10,157.
3. **Schedule of payments**
Confirmation of the Council requested for the following cheque payments:

Date	Chq. no.	Payee	Amount (£)	Purpose
09/11/2017	100710	Hamilton-Baillie Associates Ltd	1,604.40	Traffic and village identity analysis
26/11/2017	100711	The Play Inspection Company Ltd	120.00	Playground safety inspection
26/11/2017	100712	John Smith	495.00	Recreation ground grass cutting
11/01/2018	100713	S Rhodes	264.00	Website hosting and Christmas tree
11/01/2018	100714	Roger Smith	50.00	Internal examination
11/01/2018	100715	Aztec Plant Services Limited	108.00	Playground swing

There have been no bank transfers since the last meeting.

Date	Transfer from	Transfer to	Amount £

Appendix 2: Planning Application Summary as at 11.01.18

Click on link in Planning ID Column for SODC document
 Cllr Abbreviations: CT – Craig Tribe; DB – David Bridgland; IG – Ian Glyn; SR – Steve Rhodes
 Date Abbreviations: PC – PC notification; EC – End of consultation; TD – Target Decision

Planning ID	Cllr	Location	Description	Dates	Status
P16/S3441/O		Land South of Watlington Road (BEN 05)	Outline application for the erection of up to 120 dwellings. (Lead case)	TD (appeal): Not yet decided Enquiry evidence due 23 Jan	SODC refused (26 May) Application appealed
P17/S1964/O		240 dwellings north of B4009 (BEN 03/04)		PC: 25 May EC: 31 Jul TD: 15 Jan	PC does not support this; reasons are given on SODC website
P17/S2713/LB	SR	Well Cottage, Roke	Construction of a rear extension	PC: 17 Jul EC: 14 Sep TD: 06 Oct Plan amended: 26 Oct	PC supported 1 original (19 Sep) 2 amendment (9 Nov) SODC granted listing building consent (20 Nov)
P17/S3419/FUL	DB	Shepherds Cottage	Change of use of residential outbuilding to form single dwelling house	PC: 21 Sep TD: 16 Nov	PC supported, with conditions (Nov 9). SODC refused (13 Nov)
P17/S3428/FUL	SR	Roke Farm	Demolition of existing barn and construction of new dwelling	PC: 14 Oct EC: 10 Nov TD: 05 Dec	PC supported (Nov 9) SODC gave Planning Permission (Dec 12)
P17/S3472/HH	DB	The Smokehouse	Proposed ground floor rear extension & internal and external alterations	PC: 29 Sep EC: 13 Nov TD: 22 Nov	PC supported (Nov 9) SODC gave Planning Permission (Nov 15)
P17/S3590/FUL	IG	Lower Berrick Farm	For permission to use the ground floor flat (The Flat) as the sole accommodation.	PC: 30 Oct EC: 30 Nov TD: 18 Dec	PC supported (Nov 9) SODC gave Planning Permission (Dec 12)
P17/S3794/HH	SR	Beck House, Roke	Proposed single storey rear extension and internal alterations. New single storey front extension.	PC: 03 Nov TD: 28 Dec	PC supported (Nov 9) SODC gave Planning Permission (Dec 15)
P18/S0064/FUL	SR	Roke Farm Roke	New Driveway/Access onto Highway	PC: 10 Jan EC: 31 Jan TD: 02 Mar	
P18/S0066/LDE	IG	The Pig Shed Lower Farm	Certificate of Lawfulness for the Existing Use of the garage, car port and surrounding garden.	PC: 10 Jan TD: 02 Mar	