

# The Parish Council of St. Helen Without

Minutes of the Parish Council Meeting held on Monday 16<sup>th</sup> October 2017 at 7.30pm  
Dry Sandford Primary School

**Present:** Cllrs: M. Russell (in the Chair), C. Parkin, C. Priestley, V. Talbot, Phil Painting, Colin Cox

**In attendance:** Cllr Catherine Webber, Cllr Richard Webber, Mr Derek Kelso, Mr Richard Bahu, Mrs Lorette Burton, Mr Geoff Fitzgerald, Anna Clarke (Clerk)

## 1. Apologies for absence

Cllrs: M. Page, M. Gilbert, K. Houlden

## 2. Declarations of Personal or Personal and Prejudicial Interests

Cllr Talbot – windows Barrow Road

Cllrs Russell and Painting – Dalton Barracks

## 4. Matters raised by members of the public

Mrs Burton, who lives on Barrow Road, expressed concern about the amount of Shippon which is being proposed to be taken out of the greenbelt and asked why Whitecross was not being removed and Shippon was? Cllr Webber said that she believes it is because it would not make sense to leave old Shippon in the greenbelt, whilst new Shippon was not, although this is an arbitrary argument. Cllr Russell pointed out that the redundant houses behind Barrow Road could be developed even though they are in the greenbelt.

Cllr Webber explained that as far as infrastructure is concerned, the build takes place and then money is released for infrastructure.

Road Markings - Mr Fitzgerald asked for the road line painting outside Dry Sandford Primary School to be looked Cllr Webber said that he will follow up with the correct contact and forward to Cllr Page.

Mr Fitzgerald also reported that a developer is trying to speed up an application for Green Lane for approximately 600 houses. It also looks like a traffic survey has been carried out there. Mr Bahu commented that David Wilson Homes had put in a substantial objection to the Dalton Barracks site as they see it as undeliverable, so they think the Vale should consider smaller sites. Cllr R. Webber commented that, if the Army leaves Dalton Barracks, then there is no doubt that it will be built on and that it is about getting the maximum out of it for Shippon. The road systems need to be sorted out however, and it gives Planners a nightmare in strategic planning.

Mr Bahu said that the east boundary had been moved to separate from Shippon and the west area, so that 1200 houses could be built without the Army actually leaving. The key thing is coming up in the supplementary planning document, which will look in greater depth at planning and infrastructure. Cllr Webber commented that neighbourhood plans are great but must not promise things that they cannot deliver.

Cllr Talbot asked if it would be inappropriate of the PC to assume that the airfield could be released separately from the Barracks without the Army actually moving out? Cllr Webber said that it had to be possible and that the Army Barracks would not be adversely affected by the Airfield being built on.

## 4. Attending Councillors & MoD

### Cllr Catherine Webber

SCHMA figures – although there has been a reduction of 50% as economic growth has not been included, we need to assume the figures are as they were. Cllr R. Webber commented that he has been concerned about SCHMA figures for 7 years. At that point, the figures were put together and Local government came up with 15,000 but then the Government added in more figures for economic growth, taking it to 22,000. The Vale challenged the SCHMA figures but were not allowed to challenge by central government. Ever since, they have had large scale housing added on haphazardly. The government has now confused the situation and given figures that don't include economic growth and said that we need to work on the old figures, not new.

County Senior Planning Strategists are getting very fed up as they don't know what figures the County are to work to. County have put in a bid for £450million for infrastructure. They will get half straight off and will then be asked to prioritise. Highways are saying that no more houses should be built until the infrastructure is in place. It looks like this is now getting through to Government.

Cllr C Webber – air quality – Cllr Webber is seeing the Air Quality Officer on 17<sup>th</sup> October and will talk to them about testing Elm Tree Walk.

**CW**

## 5. Local Plan Part 2 (LPP2)

There will be a public meeting on 6<sup>th</sup> November and the PC will gather comments to form a response to the Vale. Due to the number of documents to read Cllr Russell said that the letter going out would suggest reading 13-14 relevant pages. Mr Bahu is putting together a overview of the document for NP

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groups, picking out all the relevant bits. The letter has been agreed to go out shortly. Comments forms will not go out at this point.

### 6. Minutes of the Meeting held on 4<sup>th</sup> September 2017

The minutes were agreed and signed by the Chair.

### 7. PC Reorganisation

Cllr Russell circulated a proposal for subgroups within the PC. Cllr Parkin raised concern that it may lead to people abdicating responsibility for other things and collectively, everyone is responsible. Cllr Russell felt concerned that the number of Cllrs is weighed to the Shippon end of the parish. Cllr Priestley commented that she feels sub groups are a good idea as time does not allow Cllrs to get involved with everything, therefore think it is a good idea to have groups, although decision on spend will be decided by all Cllrs. Cllr Parkin felt that Planning applications should be considered by all. It was agreed that there would be a trial period of 6 months and that a rotational base would be looked at.

### 8. Data Protection

Cllr Russell referred to the new data protection legislation and but felt that, as a parish council, we do not hold much information. The issue that needs looking at is people responding from personal email addresses. All need to set up a separate mail box. **ALL**

### 9. Courses

The Clerk to look into courses for new Cllrs.

### Matters Arising from the Minutes

#### a) Highways matters - Highways Sub Committee (HSC)

Traffic calming - posters the children from The Manor had produced relating to slowing the traffic. It was decided that all three posters should be used and that each of the children should receive a prize for their work. Art boxes were considered to be a good idea for this and HSC will investigate the best option for this. Cllr Parkin will contact the company recommended by The Manor for getting the posters mounted. It was discussed that Barrow Road, Faringdon Road, Elmtree Walk and Honeybottom Lane could all benefit from them. HSC will discuss the siting of the posters with Keith Stenning at our next meeting. Cllr Parkin to send out the cost of the 30mph stickers for bins. **CPa**  
VAS – Cllr Page has downloaded the information from the VAS. He commented that just by standing alongside the VAS with his laptop did have an immediate effect on the drivers who slowed down dramatically. On an average day, the number of vehicles coming into Barrow Road from the Black Horse end was recorded at 3000 per day which reduced to 2300 in the school holidays. Again, the average speed of vehicles passing the VAS was 35 mph. A maximum speed of 70 mph was recorded in the analysis report which looked at the top 15% fastest vehicles. The volume **per hour** showed as around 30 during 0500-0600, 550 during 0800-1000, 120 during 1000-1500 and 410 during 1500-1730. It was suggested that it would be a good idea to deploy air quality monitors. At this stage it was noted that the data gathered from the VAS could not support any traffic calming measures but there are isolated problems which can now be identified, and which can be passed on to the police. At a future Parish Council Meeting Cllr Page will bring the laptop and do a slide show of the results and he will also speak to Wescotec to ask if the VAS can be rotated to record in the other direction. **MP**

Speeding in Honeybottom Lane. Cllr Page met with the resident (Simon Deakin) who attended the Parish Council meeting and raised the issue and who is now adamant that the 30mph limit should be extended from Cothill to take in the houses in Honeybottom Lane. It was agreed that we would take this up with Keith Stenning from OCC at our next meeting. **HSC**

Grass Cutting – HSC received plans from Keith Stenning relating to grass cutting, need to be marked up before the next meeting with Keith. This now needs to be progressed to ensure that the PC are fully aware of the financial impact (if any) of SHWPC undertaking grass cutting so that the PC can take an informed decision in time for the preparation of the 2018/19 budget. Carole is to set up a meeting with Keith at the beginning of November to discuss this, the siting of the traffic calming posters and the 30mph speed limit in Honeybottom Lane. **CPa**

Village gates to be put on the next agenda. **AC**

#### b) Abingdon Town Council - Community Governance Review To be considered on 27<sup>th</sup> November.

#### c) Overhanging Vegetation - The Clerk contacted Fix My Street re Church Lane and 40 Rookery Close.

#### d) Enforcement The Clerk to follow up with Cllr Webber if spoke to Clare Merrit. **AC**

The Clerk to write to Enforcement about change of use for Manor Farm. The PC didn't object to the application as it was just for farm equipment storage but clearly has a change of use. **AC**

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e) Neighbourhood Plan (NP)

Expenditure was agreed by all and the grant application has been submitted. The volunteer evening went well and there is a meeting with the Planning Examiner coming up. Cllr Painting is to be the Parish rep for the Steering Group. Cllrs Page and Parkin will share attendance. PP

f) Manor Prep School – no current issues.

g) Newsletter – to go ahead without PCSO contribution.

### 5. Finance and Administrative Matters

#### a) Accounts for payment

Payee	Purpose	Total	VAT
Dry Sandford Primary School	Room rental PC Meeting	£10	
Parish Clerk	Salary September	£435.12	
Parish Clerk	Expenses July & August	£44	
BGG	Grass Cutting 2X September	£200	£40
ST Grounds Maintenance	Bin Emptying August & September	£40	
South & Vale Carers	Grant	£100	
Office 365	Renewal	£59.99	£10
Norton anti Virus	Renewal	£19.99	
Oxfordshire County Council	2x Archer tubes (Honeybottom Lane)	£468	£78
BDO	External Audit Fee	£120	£20
Youngs Tree Services	Sandleigh Road Recreation Ground Tree Maintenance	£2688	£448

#### b) Applications for Grants

Citizens Advice Bureau - £100 grant was agreed. The Clerk to notify them. AC

There was a unanimous vote to order 2 wreaths for Remembrance Day and to top up the donation to £75. AC

Audit – the external auditor has passed the accounts without comment.

### 6. Matters raised by members of the Council

Cllr Priestley has drafted a letter to the Planning Committee with regards to the way in which they handled the Barrow Road application. Another letter will be drafted to David Churchouse in response to his grievances.

During a recent Lacrosse match at St Helens, cars were parked all up Faringdon Road and Barrow Road and the agreement was that they would park at St Helens or the Manor. The Clerk to write to the Head at St Helens. AC

Noticeboard Lashford Lane – the Clerk to get a quote for a new noticeboard. AC

### 7. Planning

Defibrillator – 4 to 2 against pursuing a defibrillator at this time.

#### a) Decision Notices

Ref:	P17/V2034/FUL
Date	19 <sup>th</sup> July 2017
Description	Resubmission of approved extant application no P13/V0574/FUL, for demolition of existing commercial premises, and construction of new building to form office accommodation on the ground floor and two flats on the upper floor.
Address	53 Besselsleigh Road, OX13 6DS
St Helen Without PC's comments	No objections
Decision	Planning permission given 13 <sup>th</sup> September 2017

Ref:	P17/V2127/LDP
Date	27 <sup>th</sup> July 2017
Description	Construction of single storey outbuilding under class E of the GPDO within the lawned gardens of Rushwood, Cothill Road, OX13 6JW. The building will have eaves at 2.50m and a flat roof with maximum height 2.70m The building will be timber framed with SIPs and rendered (white) to match Rushwood The building

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	will be constructed on a concrete slab to meet building regulations approval as it is over 30 square meters. The building would be situated over 2 meters from any boundary. The building would not be forward of the wall forming the principal elevation of Rushwood. All buildings combined cover less than 50% of the total area of Rushwood's curtilage (2680m <sup>2</sup> )
Address	Rushwood, Cothill Road, Dry Sandford, OX13 6JW
St Helen Without PC's comments	LDP for info only
Decision	21 <sup>st</sup> September 2017

### b) Applications dealt with between meetings

Ref:	P17/V1336/0
Date	19 <sup>th</sup> May 2017
Description	<i>Development of up to 200 dwellings, means of access and associated works, with all other matters (relating to appearance, landscaping, layout and scale) reserved. Amended site access/tree plan. Alteration to Wootton Rd roundabout.</i>
Address	Land north west of Abingdon-on-Thames Land bound by Wootton Road, Dunmore Road and the A34 Abingdon-on-Thames
St Helen Without PC's comments	<p>The Parish Council of St Helens Without has the following comments on this Outline Planning Application</p> <p>1. Housing - This development has a good mix of private and affordable housing numbers with a mixed variety of design and building materials. The open spaces are provided around the perimeter of the site and a small central square. The Vale are asked to ensure that the percentage of open spaces are the correct proportion for the site and design as under their Local Plan Part 1 2031. A development this size should provide some communal facilities to create and develop a sense of community. An adaptable central building that could provide retail, nursery and social facilities</p> <p>2. Traffic - The present traffic problems around North Abingdon will only be improved when the additional slip roads south on the A34 are provided at Lodge Hill Interchange. Therefore, it is essential the no full planning permission is granted on any large-scale housing development before funding is obtained for these road improvements. Before full planning permission is granted for this site the VWHDC should ensure that the width of internal roads within the site is sufficient to prevent blockage by parked cars so that emergency vehicles etc can access. With houses constructed with no garden space at the front of the property and between the access roads this is essential. We do not wish to see another error like Deerhurst Park at Wootton.</p> <p>3, Noise and Pollution - There are concerns that noise and air pollution may be a problem on this site due to the close proximity of the A34, Wootton Road and Abingdon Ring Road. Therefore, ongoing monitoring should be undertaken to ensure statutory levels are not exceeded, particularly in the Community Play Area.</p> <p>4. 106 or CIL Contribution - The Parish Council of St Helen Without would expect to receive a 106 or CIL contribution [ if this is adopted before full planning application is permitted] towards a Village Hall in Shippon.</p>
Decision	8 <sup>th</sup> September 2017 (no decision yet issued)

Ref:	P17/V2323/FUL
Date	23 <sup>rd</sup> August 2017
Description	New dwelling to replace existing dwelling on site that is in very poor condition.
Address	29 Landsdowne Road, Dry Sandford, OX13 6EA
St Helen Without PC's comments	St Helen Without Parish Council has no objection to the application but would like to raise the concern of parking, which is assumed will overflow onto the bridle path and Landsdowne Road.
Decision	18 <sup>th</sup> October 2017

Ref:	P17/V2511/LDP
Date	11 <sup>th</sup> September 2017

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Description	Widen existing access from 1.2m to 3.0m to allow machinery access
Address	Rushwood, Cothill Road, Dry Sandford, OX13 6JW
St Helen Without PC's comments	LDP for info only
Decision	6 <sup>th</sup> November 2017

Ref:	P17/V2290/HH
Date	22 <sup>nd</sup> August 2017
Description	Detached oak framed open bay garage
Address	76a Honeybottom Lane, Dry Sandford, OX13 6BX
St Helen Without PC's comments	No objection
Decision	12 <sup>th</sup> October 2017

Ref:	P17/V2706/LDP
Date	2 <sup>nd</sup> October 2017
Description	Proposed single storey detached outbuilding, to provide garages and garden store. Existing hardstanding retained.
Address	101 Lashford Lane, Dry Sandford
St Helen Without PC's comments	For info only
Decision	27 <sup>th</sup> November 2017

Ref:	P17/V2616/LDP
Date	22 <sup>nd</sup> September 2017
Description	Construction of single storey outbuilding.
Address	Rushwood, Cothill Road, Dry Sandford, OX13 6JW
St Helen Without PC's comments	LDP for info only
Decision	17 <sup>th</sup> November 2017

### 8. Sandleigh Road Recreation Ground

Goal Posts – Cllr Gilbert looked at the quotes. One goal post to be ordered.

AC

Felled Trees – Currently with Environmental Health looking into fly tipping.

The Inspection roster for 2017 is below: Any requests for amendments should be sent to the Clerk. **All**

2017			
November	Cllr Madeleine Russell	December	Cllr Caroline Parkin
2018			
January	Cllr Phil Painting	February	Cllr Colin Cox
March	Cllr Mike Page	April	Cllr Martin Gilbert
May	Cllr Ken Houlden	June	Cllr Carole Priestley

Cllr Russell went through the correspondence and it was resolved to note it and his comments.

### 9. Correspondence

#### Oxfordshire County Council

Emergency Plan Update

#### OALC

September update

Registration for Oxfordshire Art Week

#### VofWHDC

Town & Parish Forum 8<sup>th</sup> November, 6-9p.m. at Beacon, Portway, Wantage, OX12 9BX

Vale Newsletter

Delivering New Homes Survey Vale & South Oxon DCs

#### Other

Earth Anchors – Noticeboards

HAGS Outdoor Play Equipment

Fenland Leisure

Arien Designs

CFO AGM 2-3 p.m. 26<sup>th</sup> October 2017 at Kirtlington Village Hall, 1 South Green, Kirtlington

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PCS UK – Defibrillators  
OCVA News and conference 24<sup>th</sup> October  
MK Illumination  
CAB Newsletter  
Kompan Playgrounds  
The Noticeboard Company  
Black Nova Website Designs  
Function 28 – Website Development  
The Parish Noticeboard Company

**a) Cllrs reports and items for future agendas**

Nothing raised

**b) Date of next meeting**

It was confirmed that the next Parish Meeting would be held at 7.30 p.m. on Monday 4<sup>th</sup> December 2017 at Shippon Church Hall.

There being no further business the Chairman closed the meeting at 9.55 p.m.

Signed.....Date.....

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