

The Parish Council of St. Helen Without

Minutes of the Parish Council Meeting held on Monday 23rd May 2022 at 7.30 p.m.
At Shippon Church Hall

Present: Cllrs. M. Page (in the Chair), C. Parkin, V. Talbot, H. Ayub, D. Churchouse, Monica Littleboy

In attendance: Cllrs. C. Webber, R. Webber, Mr David O'Hara, & Anna Clarke (Clerk)

1. Apologies for Absence

Cllrs. R. Bahu, Nadia Roper

2. Declarations of Personal or Personal and Prejudicial Interests

None

3. Election of Chair

Cllr Talbot proposed Cllr Page for the Office of Chair to the Parish Council, seconded by Cllr Churchouse. There was a unanimous vote in favour of electing Cllr Page. Cllr Page accepted the office of Chair.

4. Election of Vice Chair

There was a unanimous vote to elect Cllr Churchouse to the office of Vice Chair to the Parish Council. Cllr Churchouse accepted the office of Vice Chair.

5. Attending Councillors and MOD

Catherine Webber

AGM report

The last year has been an eventful one for everyone and a busy one for the district council. For most of 2021 we were dealing with recovery from the pandemic, and now sadly, with the repercussions of the conflict in the Ukraine, we are also playing a significant role to rehome incoming refugees, alongside the continuing care of refugees from Afghanistan, Syria and other asylum seekers. Our housing and homelessness prevention team are highly thought of amongst other councils and have worked hard with these extra pressures upon them to reduce our rough sleeping rates to zero earlier in the year.

Business as usual must continue, and we are proud that, despite it all, we have maintained key services throughout the year, with our recycling rates still in the top five in the country. David has continued to chair the Climate Emergency Advisory Committee and we were very happy to create the Climate Action Fund and support other climate and biodiversity projects throughout the district.. While planning might not be the most popular topic, we were happy to see that, due to a review into our housing number set out in the local plan, we were able to reassess the number of houses required to maintain the 'five-year land supply' required by the government and are now in the best position we ever have been, with less pressure on us to build than ever before.

All of this has been done under intense financial pressure. The pandemic was costly to the council and the amount of compensation from the government was inadequate to account for the increased services we have had to offer. We are unable to raise the level of council tax, and while we would be reluctant to do so, find it difficult to offer our high level of service on such a tight, but balanced budget.

AGM Marcham

This has been a very busy year for the Vale and projects in each of the 6 portfolios have been achieved.

Waste

- Biffa have been trialling an electric waste collection vehicle to see how it copes with operating in our rural areas as well as in the more densely populated towns. We will be told their conclusions. Average cost + \$between £300,000 and £400,000.
- Biffa were on track to start rerouting their bin collections so that they have the minimum number of miles to cover for each route. This was to start on June 20th but has been delayed to September to make sure all their data is absolutely correct. Residents will be notified by letter followed by bin hangers.

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- The environmental bill has many implications for the Vale and the whole of UK. so on 1st April 2022 a plastic tax was put in place ensuring that all plastic products have no less than 30% recycled plastic in them.
- Two future schemes which will have effect on us all is:
 - a) All businesses will be expected to take 100% responsibility for their packaging from 2023, this may be delayed.
 - b) DRS - this will come in force in 2025
 - c) Bin collections continue to be reliable after the hiccup over brown bins last December although Biffa are still having to deal with a shortage of drivers and using contract drivers to fill in.
- The Vale is the 4th best council in the UK for their recycling record.

CAF and CAP

- **CAF** - The Vale has set up a fund of £50,000 for enterprising groups to set up a project in their area to increase biodiversity and mitigate the climate change. It closed on 25th April and successful applicants will hear in June if they have been successful.
- **CAP** - A Climate Action plan has been put in place.

Tree Policy

- A new tree policy has been put in place which allows residents to apply to plant trees on Vale land. This was made much easier once the officers completed a massive survey of all our land and now decisions are being finalised as to what each patch of land should be used for affordable housing? Wilding? Trees? Anybody can apply and recently Richard Webber and I joined Carbon Cutters on Meadow Farm, Abingdon to plant 320 trees. Cllr Catherine Webber also joined another group planting 320 trees in Wantage.

Lottery Fund

- A lottery fund has been set up whereby for every £1 spent 50p goes to a worthy cause and prizes range from a free draw to the jackpot prize of £25,000.

Environment protection

- A particulate monitor has been set up in Marcham AQMA (Packhorse Lane) in January 2022 and first readings have been taken. It is very early days yet as to make sense of the readings you need a whole year's worth.
- The Vale has been successful in a bid for our Air Quality Action Plan so that we are now ready to employ consultants.
- The Vale has been successful in our bid for a green grant to change the boiler in Faringdon Leisure centre to an air source heat pump. Work on it is well under way
- The Vale are hoping to put forward a similar bid for the Wantage Leisure centre boiler and have employed an officer to work on it as well as other similar green projects which need grants.

Electric Chargers

- The Vale has been working with OCC on an electric car and charger project across the whole of Oxon. We now have 62 electric chargers in place in our Vale carparks but have been disappointed not to be able to make all of them live as there is a world shortage of the chips needed.

Affordable Housing

- The Vale has given a large sum of money, £344,000, to Oxford Community Land Trust towards building 8 new affordable houses in Botley. They will be energy efficient homes.

Cllr Page thanked Cllr Webber for all her input with Planning applications and achievements as Cabinet Member for the Environment, from which Cllr Webber has now stepped down.

Cllr Richard Webber

Reservoir – This will cost the Public purse £3 million. All Oxfordshire Councils are opposed to it. In the end, the decision will be down to a Minister and there is all lot of pressure on them to turn it down.

HIF 1 – This road was proposed to help deal with the traffic problems from the large amount of extra housing in Didcot. However, from an environmental point of view, it is not necessarily a good idea as more roads mean more traffic. There needs to be more focus on provision for walking and cycling.

County's Budget is currently stable and reasonably strong. There will now be some money to spend on roads. 60% of Council Tax is spent on Adult & Children's Social Care and this figure is predicted to increase again this year. Cllr Webber to take back to County, that, if there is money, could the cycle path from Wootton to Shippon, that was agreed 20yrs ago, be considered again?RW

Buses – are being held up by traffic. Cllr R Webber urged people to use their cars less.

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The PC has engaged with the local private schools on traffic issues, like teaming buses for e.g. but the response has been varied.

Fix My Street – the Govt proposed a scheme of trained Superusers, which gives them a preferential service. However, it knocks other users down the priority list. FMS could do with a dashboard that documents progress and completion. It is not clear where FMS's remit ends. Rubbish was left after the hedges were cut from Marcham to Shippon, but it is not clear from FMS who has responsibility for this road.

Lodge Hill – work should commence on this by the end of the Summer.

Cllr Page noted that comms with Cllr Webber had been really good and that he had offered a lot of help over the last couple of years.

MoD

HGV's driving through the village, are not Army vehicles. It appears that a David Wilson Homes site have been sending their lorries through the village. Signs banning HGVs from driving through the village were considered as part of the Strategic Highways Review, however would be in the region of £50k to install. The PC would be open to contributing to the costs of signs for HGV's exiting the Airfield to ensure that they go in the right direction. The Airfield development should hopefully alleviate some of these issues.

Cllr Page thanked the Army for the unprecedented input that the PC had received from the Army re the Jubilee celebrations. Mr O'Hara to take this back to the Colonel. DO'H

There will be 4 Commonwealth countries preparing meals for the Big Jubilee Lunch Event on Sunday 5th June

Tailors – the Army are looking for volunteer local Tailors for a project. If anyone is able to help, please contact the Clerk, who will pass your details onto the Army.

Rookery Close – there have been complaints about HGV's being driven on the Southern Dispersal Area of the Airfield. This is from a pilot training scheme. There have also been complaints from Rookery about people throwing dog waste into their gardens. Cllr page reiterated that the PC would help fund dog bins for the Airfield. Mr O'Hara will take this suggestion back, however, as it is trespassing to walk dogs on the Airfield and it is permitted only as a goodwill gesture, the Army does not want to actively encourage it by installing dog bins. The goodwill gesture is for residents of Shippon and not beyond. There have been some incidents of dogs attacking Army personnel on the Airfield.

Jubilee Traffic Plans – Mr O'Hara to send the traffic plans to Cllr Churchouse. DO'H

Cllr Page noted complaints about HGV driver training through the village, which takes place at in inappropriate time during school drop off. Cllr Page will contact the Driver Training Company.

6. Minutes of the PC meeting held on 28th March 2022

The minutes were agreed and signed by the Chair.

Minutes of the Sub Committees meeting held on 28th March 2022

The minutes were agreed and signed by the Chair.

7. Review & Agree:

- **Annual Accounting Statement** – reviewed and signed by the Chair and Clerk.
- **Annual Governance Statement** – reviewed and signed by the Chair and Clerk.
- **Internal Audit** – the auditor's report was noted and the Clerk to implement the recommendations.
- **Reserves** – reviewed and agreed. To be reviewed again later in the year.
- **Asset List** – the asset list was reviewed and agreed if amended to reflect the correct number of bus shelters. AC
- **Dates for the Exercise of Public Rights** – the date for the Exercise of Public Rights has been set for 6th June for a period of 30 working days.

8. Queen's Jubilee

Cllr Bahu has a Ukrainian family staying with him and will be bringing them to the Jubilee Picnic. The Parish Council agreed unanimously that it would like to pay for the family to attend as a gesture of welcome to the village.

A flyer has been put through all resident's doors detailing all the Jubilee events, which will be taking place:

- 2nd June Lighting of the Jubilee Bonfire Beacon
- 3rd June Village Picnic and Jubilee Pub Quiz
- 5th June Queen's Platinum Jubilee Thanksgiving Church Service and The Big Jubilee Lunch

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Thanks to all who have helped with putting together the upcoming events.

The PC received a £10k Lottery Grant for a Jubilee Legacy. The grant will go towards the new playground equipment at Sandleigh Road Recreation Ground and the circle of 7 trees to represent each 10 yrs of the Queen's reign, also at the Recreation Ground. £750 went to WaDS for their Jubilee event and it was agreed that the same amount will be given to Friends of Shippon for their considerable contribution to the Jubilee Events.

There will be 12 trees planted in total:

- 7 at the recreation ground
- 2 on Long Tow to fill gaps where trees have fallen
- 1 at Stowford House
- 1 at each of the Churches in the Parish

The trees will need to be relatively mature and will be procured in the late summer for planting late October / early November. Cllrs approved the purchase of Jubilee plaques to accompany the trees. There is also a plan to plant wild flowers within Parish verges. All Cllrs to let Cllr Churchouse have ideas of where these should go. ALL

The PC will buy 300 packets of seeds and invite families in the Parish to come and plant them. The best time to plant them will be September or March/April.

Cllr Page thanked Cllr Churchouse for all his efforts with the Jubilee planning.

9. Dalton Barracks SPD / CPRE

This has now transited from the SPD into the Masterplanning phase. The Vale have kept in touch on a monthly basis, keeping the PC involved. There is an upcoming meeting with the Consultant, who is running the Masterplan. The Transport Consultant proved to be extremely useful.

The Trojan Museum Trust is interested in setting up a museum and experience centre utilising some of the old Army buildings on the site. They are asking for the support of the PC rather than a grant. Cllr Page to pass the details to Cllr Parkin to invite them to do a talk at a Friends of Shippon Meeting. MP/CP

10. Community Governance Review

Abingdon had requested to take over some Parish Council land on Abingdon Common, however, they will no longer be going ahead with this plan.

11. Ukraine

No current update. This will remain as a standing agenda item.

12. Matters arising from the Minutes

Action Record

Tiny Forests – ongoing, Cllr C Webber will let the PC know when there is an update.

Pole, Long Tow - Mr O'Hara to check whether the pole, hit by a car, belongs to the Army and arrange for removal accordingly. DO'H

Tyne Road lights - have been repaired.

Village Gates - Paul Prior to look at the gates to assess which can be repainted and which need repairing / replacing. Cllr Talbot to follow up with him. VT

13. Matters raised by members of the Council

Nothing raised

14. Highways & Amenities Sub Committee

- Playground Equipment – installation started this week.
- Village Gates – see agenda item 12

15. Planning Sub Committee

a) Decision Notices

Ref:	P22/V0418/DIS
Date	17 th February 2022
Description	Discharge of conditions 5 (Foul Water) & 6 (surface water) in application P20/V0348/FUL. Variation of conditions 2 - Approved Plans and 6 - Landscaping Scheme of application P16/V3165/FUL (Proposed 4no. dwellings and works there to.)
Address	38 Barrow Road Shippon Abingdon OX13 6JF

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St Helen Without PC's comments	<p>St Helen Without Parish Council is concerned about flooding and flood risk to neighbours in relation to the application for discharge of conditions for land adj to 38 Barrow Road.</p> <p>This discharge application would appear to be premature as the site remains flooded, the workmen on sight have removed more soil and made the trenches deeper but still they are full with water. The Parish Council needs reassurance for residents that any work on site will adequately deal with the flowing water from the stream that goes across the site. It is not just standing water, it is a watercourse and no sooner is it drained than it refills the groundworks. Plots 1 and 2 remain a quagmire. Plots 3 and 4 remain submerged and it appears to the untrained eye that they have hit the water table which we believe is relatively high in this part of Shippon. The Parish Council would like written confirmation from the Vale Planners that adequate steps will be taken to ensure flooding in the future will not be a problem to the new properties being built or any other properties bordering onto this development before and discharge is granted.</p>
Decision	Fully Discharged on 5th April 2022

b) Ongoing Applications

Ref:	P22/V0297/HH
Date	4 th February 2022
Description	Proposed new garage.
Address	Byways Cothill Road Cothill Abingdon OX13 6QQ
St Helen Without PC's comments	<p>St Helen Without object to the planning application. St Helen Without Parish Council have no objection in principle to the building of a 3 car garage on this large plot which will serve the existing dwelling. Neither do the Parish Council have any objection with the design or materials being proposed. We do however have concerns with the proposed position of the garage in front of the dwelling and close to the road. The plot is in the green belt, in a rural setting on a straight road in the small hamlet of Cothill. There is a general openness to the street scene at this point and we don't believe the garage in this position complements that openness of the setting as it would be closer to the highway than any other building. The plot has ample room for the garage to be built to the rear of the dwelling and that we believe would be the better option</p>
Decision	1 st April 2022 (No decision Issued)

Ref:	P22/V0979/FUL
Date	21 st April 2022
Description	Conversion of the existing and redundant barns into a single level dwelling including change of use, with associated parking.
Address	St Audries Cottage Church Lane Dry Sandford Abingdon OX13 6JP
St Helen Without PC's comments	No Objection
Decision	16 th June 2022

Ref:	P22/V0806/FUL
Date	29 th March 2022
Description	Variation of condition 11 on planning application P20/V1760/FUL to allow the school to occupy the sports centre before the re-worked parking layout is complete. (Erection of sports hall, alterations to car park and associated landscaping)
Address	Cothill House School Ltd Cothill Abingdon OX13 6JL
St Helen Without PC's comments	5 th May 2022
Decision	24 th May 2022

Ref:	P22/V1051/HH
Date	4 th May 2022

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Description	Variation of condition 2 (approved drawings) on planning application P21/V2823/HH. The addition of a first floor window to the rear elevation. (Convert existing bungalow to a two storey dwelling)
Address	The Moorings Faringdon Road Shippon Abingdon OX13 6LW
St Helen Without PC's comments	30 th May 2022
Decision	29 th June 2022

16. Finance and Administrative Matters

a) Accounts for payment (In Accordance with Section 137 of the Local Government Act 1972)

Payee	Purpose	Total	VAT
Parish Clerk	Salary April & May	£1058	
Parish Clerk	Expenses April & May	£88	
PCC Of Shippon	Room Hire PC Meeting	£20	
WeL Medical	Defibrillator Case	£594	£99
Richard Bahu	Ink Cartridge	£10.83	
BGG	Grass Cutting	£105	£21
ST Grounds Maintenance	Bin Emptying	£20	
IAC	Internal Audit	£210	£35
*Artisan	Jubilee Leaflets	£196	
*Gallagher	Insurance	£995.61	

*Received after the Agenda was published

b) Grant Requests - None

C) Insurance – in line with the Parish Council's ongoing assessment of risk, the risk register was reviewed and agreed and the PC agreed to renew Insurance with Hiscox Insurance Company on a 3yr deal at £995.61, at the recommendation of the broker, Gallagher, (formerly Came & Company).

17. Recreation Ground

The ROSPA Annual Inspection will take place in July.

18. Correspondence

Oxfordshire County Council

Temporary Road Closure and "No Waiting" restriction at Abingdon, A4138 Oxford Road

A temporary Notice is being made to implement the temporary closure and will operate from 14 July 2022 (between 20:00 and 06:00). The anticipated completion date is 16 July 2022

Temporary Road Closure at Marcham, Packhorse Lane

A request has been received from MKJ Group Ltd for a temporary road closure to apply to a section of Packhorse Lane whilst essential installation of fibre optic cables, install customer connection pots, backfill and reinstate works are carried out. A Temporary Traffic Regulation Order (TTRO) is being made to implement the temporary closure and will operate from 26 July 2022 up to and including 08 August 2022. This is a 24 hour road closure.

Temporary Road Closure and "No Waiting" restriction at Cothill, Blackhorse Lane

A temporary Notice is being made to implement the temporary closure and will operate from 27 July 2022 (between 09:00 and 16:00). The anticipated completion date is 27 July 2022

Matthew Barber Police & Crime Bulletin

OALC

March & April Updates

Chairmanship training course – this is suitable for Vice-Chairs, and Chairs of Committees too.

Join this session at Didcot Civic Hall, Britwell Road, Didcot OX11 7HN on 17th June, it starts at 9.30am -4.30pm.

Monthly Chairs Session in the first week of each month, alternating between evening and afternoon.

- Thursday 9th June 6.30pm
- Tuesday 5th July 2.30pm
- Thursday 4th August 6.30pm
- Wednesday 7th September 2.30pm

Vale Communications

Faringdon leisure centre will be powered by solar energy, cutting carbon emissions in the Vale Homes

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Support for Ukraine

We have set up a [Support for Ukraine page on our website](#) for you and our residents on these government-run schemes and links to international charities and organisations that are helping those still in Ukraine by providing food, water, medicines and shelter during the conflict. <https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/community-support/support-for-ukraine/>

Ukraine <https://www.gov.uk/register-interest-homes-ukraine>

South Oxfordshire and Vale of White Horse district councils are redeploying staff from across the councils to ensure Ukrainian refugees moving to the districts get the support and help they need. The councils have also set up a special helpline for hosts and their guests to call should they need any help or advice in the coming weeks and months. They can call 01235 422600 and press option one, or email communitysupport@southandvale.gov.uk.

The Women's Tour - Following successful events in 2019 and 2021, this will be the final year that The Women's Tour will visit Oxfordshire, following a three-year partnership with race organiser SweetSpot. For 2022, the county will host the sixth and final stage of the Tour in what promises to be a spectacular finale. To see the full route map visit whitehorsedc.gov.uk/womenstour.

Didcot Garden Town projects to benefit residents discussed

A wide range of improvement projects and facilities in the Didcot Garden Town area will be prioritised to ensure climate change and pandemic recovery are tackled first.

£150 'rebate' to help with energy bills

The government has announced that most households in council tax bands A-D will be eligible for a £150 'rebate' to help with rising energy bills.

This will be through a separate payment to households as soon as possible. Here's how we'll do this:

households that pay their council tax by direct debit – should receive the £150 directly into their bank account. We hope to make these payments by the end of the month.

households that aren't on our direct debit scheme – will receive theirs once they have confirmed their bank details with us, which will take longer as we need to write to them to do this.

To help us process everyone's payments as quickly as possible, we're asking residents to refrain from chasing their 'rebate' payment. To speed up when they receive the payment, residents can still sign up to pay their bill by direct debit – for more information on how to do this, visit <https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/council-tax/>

Platinum Jubilee celebrations

To help you and members of our communities prepare for the Queen's Platinum Jubilee, we've created [a http://whitehorsedc.gov.uk/platinumjubilee](http://whitehorsedc.gov.uk/platinumjubilee) with useful information on what you need to know and do, along with details of events taking place. If you or any of your residents are planning a street party, you'll need to apply for a temporary road closure. More information can be found on <https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/licensing/temporary-road-closures/> We'd also love to hear about what your plans are, so please email communications@southandvale.gov.uk with details of what you are organising in your town, village or parish so we can add this onto our dedicated webpage.

Events and Covid-19 safety

Although restrictions have been lifted, as yet we don't know what the impact of Covid-19 will be this summer. You can keep up to date on the [current Government guidance](#) if you're for the public, to help keep everyone safe.

Councils to let wildflowers bloom during No Mow May

Wildflowers could bloom in more public areas next month after South Oxfordshire and the Vale of White Horse District Councils pledged their support for No Mow May.

Abbey Meadow outdoor pool's future secured for many more summers of fun

Families will be able to enjoy summer holidays at Abbey Meadow outdoor pool and splashpad in Abingdon for years to come, despite spiralling energy costs that have closed pools all around the country.

Waste facility tours

We have managed to arrange a few tours of our food waste processing facility in Wallingford and the energy recovery facility (black bin) in Ardley over the next few months.

Viridor Ardley energy recovery facility (black bin) – tours run from 10am to 12:30pm

1. Thursday 30 June
2. Wednesday 21 September
3. Tuesday 29 November

Severn Trent Green Power anaerobic digestion facility – tours run from 10:30am – 12pm

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1. Tuesday 13 September
2. Tuesday 11 October
3. Wednesday 9 November

Nearly £600,000 allocated towards a new pavilion in Kingston Bagpuize

A purpose-built sports pavilion is being built for villagers and local sports groups in Kingston Bagpuize.

Other

OPA - Dalton Barracks Play & Activity Day - Saturday 2nd July 2022 - Bringing Armed Forces Families and local Communities together through Play!! Free Entrance and Free Activities Open to Families and Children of all Ages and to both Civilian and Armed Forces Families

Thames and Affinity Water - Water Resources Forum Tuesday 7 June 11.30 -1.30pm

Wild Oxfordshire's Spring Newsletter & Membership.

New planning Q&A sessions for our towns and parish councils

Across the council, we are working to provide a wide range of town and parish briefings and workshops, to help improve engagement with you throughout the year. The sessions will be held once a month and you can [book a 15-minute appointment using our online calendar](#). You can book up to three months in advance and can cancel if you need to. Please contact [Emily Hamerton](#), our Planning Development Manager if you have any questions.

19).Cllrs reports and items for future agendas

None

20). AOB

Social Media - Cllr Roper has offered to put some ideas together for the PC's social media / website content. NR

SID – Cllr Page to put together a rota for a 3 month rotation of the SID. MP/RB

21.) Date of next meeting

It was confirmed that the next meeting will be held at 7.30p.m. on Monday 25th July 2022 at Shippon Church Hall.

There being no further business the Chair closed the meeting at 9.30 p.m

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

Minutes & Agendas can be found on our website at: <https://sthelenwithout-pc.co.uk/>