

The Parish Council of St. Helen Without

Minutes of the Parish Council Meeting held on Monday 22nd May 2023 at 7.30 p.m.
At Shippon Church Hall

Present: Cllrs. M. Page (in the Chair), C. Parkin, R. Bahu, M. Littleboy, D. Churchouse, N. Benchiba-Savenius

In attendance: Cllr. R. Clegg, Anna Clarke (Clerk)

1. Election of Chair

Cllr Parkin proposed Mike Page, seconded by Cllr Churchouse. There was a unanimous vote to elect Cllr Page to the Office of Chair. Cllr Page accepted the Office and signed a form of acceptance.

2. Election of Vice Chair

Cllr Littleboy proposed David Churchouse, seconded by Cllr N. Benchiba-Savenius. There was a unanimous vote to elect Cllr Churchouse to the Office of Vice Chair. Cllr Churchouse accepted the Office and signed a form of acceptance.

3. Apologies for Absence

Cllr R. Webber

4. Declarations of Personal or Personal and Prejudicial Interests

Cllr Churchouse – Planning Application 80 Barrow Road. Cllr Parkin will replace Cllr Churchouse in putting together a response to the application.

5. Matters raised by members of the public

None in attendance

6. Attending Councillors and MOD

MOD

Community Engagement Festival is no longer taking place.

Mr O'Hara to follow up with the DIO on the repainting of the peeling bus shelter. DO'H

A complaint was received from a resident of Barrow Road re the road being closed off without notice for the Air Show. Mr O'Hara stated that this had been done for safety reasons and the Army had also not been notified. He will request that the organisers give advance notice for future shows. DO'H

The Barracks Closure Pre Committee met 22nd May, however, there are no current updates.

Cllr Robert Clegg

Cllr Clegg is the new District Councillor, having taken over from Catherine Webber. He is the Chair of the Appeals Panel and substitute on the Planning Committee and also a member of the Climate Emergency Committee.

It has been reported that the Vale is in Special Measures. However, this matter was in fact remedied 2 years ago and so it will not be necessary to be put in Special Measures.

Cllr Clegg to chase up on an update from the Oxon Mobility Model, as this directly impacts progress of the Dalton Barracks Development. RC

7. Minutes of the Sub Committee and Full Council meetings held on 20th March 2022

The Minutes were adopted and signed by the Chair.

8. Matters arising from the Minutes

Bins – a request for new bins needs to be submitted to the Waste Team at the Vale, who then assess need. They will not install any new dog waste bins, only multi-purpose ones. Cllr Bahu and the Clerk to look into it. RB/AC

9. Review & Agree:

- **Internal Audit** – the Auditor's comments and recommendations were duly noted and will be implemented throughout the year. The Auditor answered 'no' to whether information was published on the website in accordance with legislation. This is because there is not 5 years of accounting information published on the website. The Clerk to update with advice from Ian Bristow. AC

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- **Annual Governance Statement** – the Chair read out the AGS. Affirmative answers were unanimously agreed upon. The AGS was signed by the Chair.
- **Annual Accounting Statement** – the Accounting Statement was noted and signed by the Chair.
- **Reserves** – The reserves were reviewed and adopted. General reserves were increased as advised by the Internal Auditor. Depending on the impact of the 20mph limit when implemented, it may be necessary to review the Highways budget.
- **Asset List** – the Asset list was reviewed and the new additions noted.
- **Risk Assessment** – the risk assessment was reviewed and new additions noted.
- **Insurance** – the PC is in the middle of a 3yr agreement. Insurance documents were circulated and noted in line with ongoing assessment of risk.
- **Dates for the Exercise of Public Rights** – the dates were noted. 5th June for 30 working days.

10. Dalton Barracks SPD / CPRE

- Progress to Date
- Masterplan
- Transport Consultancy

No current update, but to remain as a standing agenda item.

11. Matters raised by members of the Council

Cllr Parkin asked the PC to consider installing another notice board at the Barrow Road end of the village. Cllr Parkin to ask Mr & Mrs Binning if one could be installed next to the Pub. The Clerk to obtain quotes for a new board.

CP/AC

12. Finance and Administrative Matters

a) Accounts for payment

Payee	Purpose	Total	VAT
Parish Clerk	Salary April & May	£1,283.40	
Clerk Expenses	Expenses April & May / Printer Cartridge	£181.98	
MRH Services	Move SID Location/change battery/Service Inspection Playground	£192	
AD Mclean	Recreation Ground Vegetation Overgrowth	£1800	£300
Richard Bahu	Land Search	£6	
Deborah O'Brien	Internal Audit	£140	
BGG	Grass Cutting April	£132	
Gallagher	Insurance	£1017.22	
Vale of White Horse DC	Election Fee	£400	
ST Grounds Maintenance	Bin Emptying April	£20	

b.) Grants

13. Highways & Amenities Sub Committee

Recreation Ground - Playground Equipment – Mick Herring carried out the Spring inspection. The Clerk to ask him to action all the points raised. The official Rospa annual inspection will likely take place in July, date TBC.

AC

Trees – The Clerk to check with the Vale if there are any trees, other than the Rec Ground and those recently added for the Queen's Jubilee, which are the PC's responsibility. Currently it's:

- All in the Recreation Ground
- 1 in Stowford House
- 1 in Dry Sandford School
- 1 at the Church
- 2 at Long Tow

Cllr Churchouse liaising with Chris Taylor on possible labels for the new trees. The PC has also enquired about 3 more trees being planted in the Autumn at the Recreation Ground for the Charles III's Coronation. Trees will become a rolling agenda item on the Sub Committee's Agenda.

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20mph Limit – the introduction of the 20mph limit will go ahead in 2024 and the PC will subsequently assess the impact that this has on speeding in Barrow Road, before implementing any other traffic calming measures, which would be costly and may be resolved by the new reduced speed limits. The 20mph limits will come with new signage and road markings and the PC will liaise with Mark Francis at Highways to get a better idea of how these would look. RB

14. Planning

Army Houses - Approximately 50 Army houses have so far been sold off. When they become liable for Council Tax, they will also be liable for Precept. The Clerk to check with the Vale. AC

88 Barrow Road – The PC reported that work had taken place without Planning Permission. They have submitted the application but without the Hardstanding. Permission has been granted for all but the hardstanding. OCC now want the owners to submit Planning for the entrance as it enters onto the Highway. Entrance is ongoing, all rest agreed.

a) Decision Notices

Ref:	P23/V0620/HH
Date	24 th March 2023
Description	Retrospective planning application for carport which already has been put in place. Situated on land forward of the principal elevation. Fencing that has been erected measures 2.1 metres in height from ground level in a number of areas.(Hardstanding removed from description of development on 18 April 2023 further to confirmation from applicant.)
Address	88 Barrow Road Shippon Abingdon OX13 6JQ
St Helen Without PC's comments	Saint Helen Without Parish Council were made aware of building works at 88 Barrow Road Shippon when concerns were raised by a member of the public at our Parish Council meeting on 23/01/23. Having been alerted we could find no trace of any planning application for the work being undertaken and on viewing the property we believed some of the work required planning consent as it fell outside of the permitted development rules. We emailed the VWH Planning Enforcement Team on 24/01/23 and as can be seen this application follows on from their visit to the property. DESCRIPTION OF PROPOSED WORK: The headline description on the planning website for P23/V0620/HH states it is a retrospective planning application for a carport, fencing and hard standing but nowhere in the Application form (PP-12005278) is the hard standing mentioned. Under the section, Description of Proposed work they request retrospective planning for the carport and fencing BUT NOT the new concrete HARDSTANDING. The only reference to vehicle access and hardstanding refers to the original entrance and driveway being tarmac and no changes to existing materials. The application states work started on 20/02/23. This is incorrect as much of the work had been completed by 24/01/23 when we emailed the VWH and included a number of photographs by way of evidence of the work being undertaken without Planning Permission. TREES AND HEDGES: They state no trees or hedges need to be removed or pruned in order to carry out their proposal. This statement is incorrect. If you look at Photograph 2 under supporting documents with the application you can clearly see that a substantial length of the existing hedgerow, that borders the public highway, has been removed to make way for the new concrete hardstanding. PEDESTRIAN AND VEHICLE ACCESS, ROADS AND RIGHTS OF WAY: They state no new or altered vehicle access is proposed to or from the public highway. This is clearly not correct as evidenced by the previously mentioned photograph showing the new hardstanding. It is our view that this single vehicle parking area is dangerous as any vehicle using it will either have to reverse onto it from Barrow Road or reverse off of it into Barrow Road. Barrow Road is an extremely busy rural road, especially at peak times as it serves traffic, both commercial coaches and private vehicles, to 4 schools as well as a rat run for traffic going into and coming out of Abingdon. Whilst the curb is low at the point where the new hardstanding has been laid we can find no evidence that permission has been requested or obtained from Oxfordshire County Council Highways for a dropped curb or for a brand new access point to the public highway. There is no supporting documentation or vision display diagram provided in respect

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	of road safety for other road users and pedestrians. We also note that the new high fencing and high gates mean a change to both the pedestrian and the original vehicle access which previously was an open driveway. PARKING: They state the proposed work will not affect existing car parking arrangements. This is not correct as the new concrete hardstanding adds a second access point to the highway and one extra car park space. This gives the plot two access points to the highway when previously there was one. As set out above St Helen Without Parish Council have a number of concerns over this application and lack of clarity to the work that has now been done at the premises. The unanswered questions as to the road safety issues and lack of permissions for the new access to the public highway means we can not support this application. SHWPC OBJECT to planning application P23/V0620/HH. If in the fullness of time Planning Permission is not supported by the Oxfordshire County Council Highways Liaison Officer then we would request the hardstanding is removed and the hedgerow replanted
Decision	Planning Permission on 18th May 2023

b) Ongoing Applications

a) Ref:	P22/V2401/OH
Date	7 th October 2022
Description	The proposal is to erect a new H-Pole and lay underground cables to an existing H-Pole. As this work falls within an area which has been highlighted as being a risk zone of a site of Special Scientific Interest (SSSI).
Address	Cothill House Abingdon OX13 6JL
St Helen Without PC's comments	
Decision	2 nd December 2022 (No decision Issued)

Ref:	P22/V2439/OH
Date	11 th October 2022
Description	Proposed maintenance works in the North Hinksey area. Due to the SAC land designation consent to carry out work is required under s37 of the Electricity Act 1989 from the Secretary of State for Business, Energy and Industrial Strategy. Completion of Stage 5 Form B document is required.
Address	Church Lane Dry Sandford Abingdon OX13 6JP
St Helen Without PC's comments	
Decision	6 th December 2022 (No decision Issued)

Ref:	P22/V2914/HH
Date	8th December 2022
Description	Oak framed timber clad two bay carport and parking space
Address	As You Like It Faringdon Road Shippon Abingdon OX13 6LN
St Helen Without PC's comments	No objection
Decision	2 nd February 2023 (No decision issued)

Ref:	P22/V2931/FUL
Date	23 rd January 2023
Description	Restoration and Change of Use of Barns to create Single Dwelling.
Address	Church Farm Barns Barrow Road Shippon Abingdon OX13 6JF
St Helen Without PC's comments	St Helen Without Parish Council would support this development in principle as we believe the proposed 3 bedroom dwelling to be more suitable to the area than the previous application for offices. This planning application is more in keeping with

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	the openness and rural aspect of this historic part of the village of Shippon than the previous application which was refused due to the possible significant harm to biodiversity. SHWPC has no objection to this application as long as the Vale of White Horse Planners are satisfied that the Ecological Report January 2020, the Environmental Risk Assessment and the supplementary Bat Report meet all the planning requirements in relation to biodiversity and the protection of the species found on the site.
Decision	2nd June 2023

Ref:	P23/V1074/HH
Date	4 th May 2023
Description	Proposed new single storey detached garage
Address	Byways Cothill Road Cothill Abingdon OX13 6QQ
St Helen Without PC's comments	No Objection
Decision	29 th June 2023

Ref:	P23/V1088/LDP
Date	11 th May 2023
Description	Demolish existing shed, replace with new shed.
Address	Laburnum Cottage 90 Church Lane Dry Sandford Abingdon OX13 6JP
St Helen Without PC's comments	LDP, for info only
Decision	6 th July 2023

Ref:	P23/V1119/FUL
Date	15 th May 2023
Description	Replacement of existing house with new and associated garage.
Address	80 Barrow Road Shippon Abingdon OX13 6JQ
St Helen Without PC's comments	13 th June 2023
Decision	10 th July 2023

15. Correspondence

Oxfordshire County Council

Matthew Barber Police & Crime Bulletin

Temporary Traffic Regulation Notice – S14 Road Traffic Regulation Act 1984

Temporary Road Closure and “No Waiting” restriction at Abingdon, A415 Marcham Road (Duals)

In the interests of public safety, it will be necessary for Oxfordshire County Council to close the road and impose a ‘No Waiting’ restriction as detailed above to facilitate the resurfacing of the carriageway and the subsequent reinstatement of all road markings and lines.

A temporary Notice is being made to implement the temporary closure and will operate from 22 June 2023 up to and including 27 June 2023. This will operate between 20:00 and 06:00 weekdays

Electric car club pilot scheme puts hire vehicles in car parks across Oxfordshire

Temporary Traffic Regulation Notice – S14 Road Traffic Regulation Act 1984

Temporary Road Closure and “No Waiting” restriction at Abingdon, A415 Bridge Street

In the interests of public safety, it will be necessary for Oxfordshire County Council to close the road and impose a ‘No Waiting’ restriction as detailed above to facilitate carriageway repairs.

A temporary Notice is being made to implement the temporary closure and will operate from 27 July 2023 up to and including 28 July 2023. This will operate between 20:00 and 06:00.

Temporary Traffic Regulation Notice – S14 Road Traffic Regulation Act 1984

Temporary Road Closure and “No Waiting” restriction at East Hendred, A417 Reading Road

In the interests of public safety, it will be necessary for Oxfordshire County Council to close the road and impose a ‘No Waiting’ restriction as detailed above to facilitate carriageway repairs.

A temporary Notice is being made to implement the temporary closure and will operate from 02 June 2023 up to and including 03 June 2023. This will operate between 20:00 and 06:00.

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Oxfordshire County Council, Oxford City Council, Cherwell, South Oxfordshire, Vale of White Horse and West Oxfordshire district councils have partnered with car club providers [Co Wheels](#), [Enterprise CarClub](#), and [Thame EV Car Hire](#) to offer pay per use EVs on a 12 month trial basis.

[The scheme](#) gives people the chance to access an EV when they need one, without the expense of owning or leasing one outright. Car clubs can make it much more affordable for people who don't drive every day and provide real-world experience of driving electric without a long-term commitment.

- Cattlemarket car park, Wallingford (Co Wheels)
- West St Helens car park, Abingdon (Co Wheels)
- Cattle Market car park, Abingdon (Co Wheels)
- Portway car park, Wantage (Co Wheels)
- Energy Superhub, Redbridge Park and Ride, Oxford (Co Wheels).

Wildlife and Countryside Act 1981 – Section 53

Notice of Modification Order Section 53, Wildlife & Countryside Act 1981

Definitive Map and Statement of Public Rights of Way for Oxfordshire

The Oxfordshire County Council

Marcham Bridleway No. 3 (part) Modification Order 2023, ref 03654

On 26 April 2023 Oxfordshire County Council made the above Order under Section 53(2)(b) of the Wildlife and Countryside Act 1981.

I attach for your information, a copy of the Order, a Notice publicising it, and a statement explaining why we made the Order and the grounds on which objections may be made. Further information is available at <https://letstalk.oxfordshire.gov.uk/03654-marcham-3>

CONSULTATION – Wootton (Abingdon) proposed 20mph Speed Limits

Oxfordshire County Council wants to make our built environments safer and more attractive places to walk and cycle. To enable this, 20mph speed restrictions are being used to help promote alternative modes of transport for local travel. Further details on how the council is considering making 20mph the new 30mph for Oxfordshire communities can be found <https://www.oxfordshire.gov.uk/residents/roads-and-transport/traffic/20mph-scheme/20mph-transformation-programme>

We're therefore asking for your views on the proposal to introduce a 20mph speed limit throughout Wootton, (near Abingdon) replacing the majority of the existing 30mph speed limit in the process, including the residential area of Boars Hill, and a section of the B4017 Cumnor Road. Various lengths of 30mph speed limit outside of the main residential areas will be retained, with Officers having taken into account the current road environment & traffic usage. The proposals are being put forward following road safety concerns raised by the parish, and form part of a countywide programme of works that seeks to deliver 'a safer place with a safer pace' for the residents of Oxfordshire. In light of this, please find the following consultation documents attached:

1. Public Notice,
2. Statement of Reasons,
3. Consultation Plan(s), and
4. Draft Traffic Regulation Order.

The proposed Traffic Regulation Order is scheduled to be advertised in the Oxfordshire Herald Series newspaper today; Wednesday 19th April 2023, and details are also available to view on the Councils consultation portal at the address below:

https://letstalk.oxfordshire.gov.uk/woottonabingdon_20mph2023

OALC

March & April Updates

Training & Events

Vale Communications

Waste facility tours

We have managed to arrange some more tours of our food waste processing facility in Wallingford and the energy recovery facility (black bin) in Ardley over the next few months. The dates we have available are below.

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

1. Friday 9 June
2. Tuesday 22 August
3. Wednesday 18 October
4. Thursday 16 November
5. Tuesday 12 December

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

6. Wednesday 7 June

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7. Thursday 14 Sept
8. Thursday 16 November

Other

Paolo Playground Designs
Kompan Playgrounds
CFO Spring Newsletter

CFO - Volunteer's Week will soon be upon us! This is an annual celebration of the contribution millions of people make across the UK through volunteering in their communities. More information can be found on the website link [Volunteers' Week – Volunteers' Week is a chance to say thank you for the fantastic contribution volunteers make. \(volunteersweek.org\)](https://volunteersweek.org)

Community First Oxfordshire are very aware of all the wonderful work volunteer groups carry out in our county and nominations for the OCVA's volunteer celebration event are now open and will close on 30th May 2023. The following categories for a volunteer award are:

1. Young Volunteer Under 25
2. Long Service Volunteer
3. Volunteer of the Year
4. Volunteer Organisation of the Year

[OCVA - Volunteer Celebration Awards - nominations open! - Oxfordshire Community & Voluntary Action](#)

Arbocare Tree Surgery
Finding Fitness
Euroshel Bus shelters

16. Cllrs reports and items for future agendas

None

17. AOB

Cllr Bahu to explore the possibility of having an EV scheme in the Village, where residents can hire an electric vehicle of e.g. an hour to see if it would be suitable for their needs.

18. Date of next meeting

It was confirmed that the next meeting will be held at 7.30p.m. on Monday 17th July 2023 at Shippon Church Hall.

There being no further business the Chair closed the meeting at 8.25 p.m

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