**GARSINGTON PARISH COUNCIL (DRAFT MINUTES)**

The Monthly Meeting of the Parish Council was held in the Village Hall on Monday 7th November 2016, commencing at 7.30pm. The Chairman Chris Wright presided, present were Cllrs Anne Eastwood, Mike Patrick, Richard Betteridge, Judy Westgate, Paul Bolam and Ian Dickinson, District Councillor Elizabeth Gillespie (left 8.50pm), County Councillor Lorraine Lyndsay-Gale (left 8.20pm), with L Stevenson in attendance. Also present were 7 members of the public.

11/16/1 Apologies for Absence

Cllr John Hieatt – Family illness

Cllr Matthew Dovey – work commitments

1116/2 Declarations of Interest

Cllr Mike Patrick – ramp at Elm Drive

11/16/3 Public Participation

12 Kiln Lane – A resident handed photos with date stamps to District Councillor Elizabeth Gillespie and a written record showing movements on the site. It was reported that a business (Thames Valley resurfacing) was being operated from the site which also has a website. Cllr Chris Wright offered to check this with Companies House. District Councillor Elizabeth Gillespie will speak with Enforcement officers and respond to residents adding that they (the enforcement officers), have to follow enforcement guidelines. Cllr Anne Eastwood stated that the Parish Council is frustrated that the District Council seems unable to do anything to help. Cllr Chris Wright felt the District Council should be given 2 weeks to come up with a plan to enforce planning conditions and revisit this matter at the next Parish Council meeting. A resident asked what SODC were doing about identifying permanent traveller sites. Cllr Elizabeth Gillespie said that these were now a priority for the local plan.

A resident reported that large potholes opposite Combwell on the Oxford Road had been repaired, but some were left. When the contractor was asked about the nearby potholes left unrepaired, they replied that if they filled a pothole not on their worksheet, they would not get paid for it. County Councillor Lorraine Lyndsay-Gale reported that the contractors work to a system of £60.00 per pothole on a worksheet and agreed it was a ridiculous system. Cllr Anne Eastwood reported that there was still water coming down Oxford Road which had been reported to the County Council and Thames Water, but no action had been taken. County Councillor Lorraine Lyndsay-Gale will speak to Keith Stenning and query this.

Greenwoods, Pettiwell – A resident brought up the number of cars parked on the road outside this business. The Clerk had also received a phone call from a resident complaining about the number of parked cars. Cllr Mike Patrick had reported this to the Police recently and received a reference. Cllr Chris Wright agreed that this had been a problem for 3-4 years on and off and where a contravention was identified, action had been taken. Cllr Chris Wright went on to say that the site was regulated by the County Council, and one of the conditions of them granting the planning permission for vehicle testing was to supply extra car parking on site. Cllr Chris Wright asked if there was any enforcement action the County Council could take in this case. County Councillor Lorraine Lyndsay-Gale agreed to find out.

A resident raised the problem of parking on the Green outside the Three Horseshoes. Cllr Anne Eastwood asked who was causing the problem. The resident felt it was visitors rather than residents. Three wooden posts are already on the corner of the area. Cllr Chris Wright suggested details were needed of the extent and who was causing the problem – residents, pub customers, church goers or visitors. If a problem was identified, the Parish Council could take action as at Denton lane and North Manor.

11/16/4 Minutes of the Monthly Meeting held on 3rd October 2016

The minutes were agreed and signed.

11/16/5 Matters Arising from the Minutes not covered elsewhere on the Agenda

Zurich Insurance and volunteers. Clerk has spoken with the insurance company to clarify points concerning insurance cover for volunteers and use of tools including power tools. Cllr Richard Betteridge will arrange a safety policy and suitable record keeping of training and risk assessments.

Cllr Judy Westgate reported that she was still waiting to hear from TOE about local grants to support wildlife.

11/16/6 County Councillor’s Report

There was a problem in that the report did not arrive with the Clerk (not circulated), although sent by the County Councillor.

County Councillor Lorraine Lyndsay-Gale reminded the Parish Council that it is time for applications for places at primary and secondary schools, these can be made online. Also, that the unitary debate continues without agreement.

11/16/7 District Councillor’s Report

District Cllr Elizabeth Gillespie reported that Chalgrove is still the preferred option for SODC but nothing has been decided yet. Cllr Anne Eastwood asked when would a decision be made. Cllr Elizabeth Gillespie stated a decision would be made shortly, certainly before the next Parish Council meeting, adding that the Grenoble Road plan was not viable, but communities would still need to fight it.

11/16/8 Balances and cheques for signature

Barclay’s Current Account at end of October 2016 - £32,605.29

To note DD payment to Grundon for £26.16

Receipts –

Direct bank credits for advertising in the newsletter £180.00 (representing £60.00 Neil Hanlon, £60.00 Irelands Electrical Sparks and £60.00 J Gilmour window cleaners).

Cheque received from Rev Emma Pennington for burial fees January to September 2016 £1844.00.

Cheque for advertising in the Parish Newsletter £120.00 from Orchard pre-school.

The following cheques were approved and signed

Colourplus print and design for Oct/Nov newsletter £900.44

Southern Electric for supply to gardens adjacent to war memorial £18.47

Playdale balance of amount due for playground equipment £414.74

Clerk’s salary October - £359.25

11/16/8a Budget items for 2017/18

Budget heads for receipts – bank, precept, news advertising, burial fees, other income, VAT refund, grants, sports & social club.

Budget heads for payments – VAT, PAYE, salaries, admin, newsletter, village maintenance (including Parsler’s Piece, playground bark), sports & social club, S137, other expenses, burial ground (including fencing, legal fees, archaeological survey), neighbourhood plans including grants and fees).

11/16/9 Planning

P16/S3307/FUL – Garsington Stores Elm Drive. Construction of access ramp. Parish Council to note the application.

P16/S3575/HH – 11 Larch End. Proposed loft conversion with rear dormer window, the roof height to be raised to allow sufficient height.

Cllr Chris Wright noted that there were 5 objections already on the planning website. The Parish Council agreed to the planning application subject to permitted development rights being removed.

11/16/10 Correspondence to Chairman and Clerk

The Clerk had received a letter from Wheatley Park School asking for a contribution towards their prizegiving. Unfortunately, the letter arrived after the event as it was addressed to the wrong Clerk. Clerk to give new details to the school, agreed not to give any donation as the event had already passed.

The Clerk had received a letter from Oxfordshire South and Vale CAB asking for a donation towards running costs. The Parish Council agreed to give a donation of £100.00.

The Clerk had received a letter from South and Vale Carers asking for a donation towards the support of young carers in the area. As the Parish Council did not know of any young carers in the village, the Parish Council agreed not to give a donation on this occasion.

The Clerk had received a letter asking for nominations for High Sherriff awards to individuals to recognise outstanding contributions to Oxfordshire life. Clerk to send information on to Cllr Judy Westgate to put on the village website.

The Clerk had received a phone call from a resident complaining about the number of cars parked along Pettiwell outside Greenwoods. This matter had been discussed earlier in the meeting.

The Clerk had received a phone call and supporting photos from a resident of Wheatley Road complaining about damage to the bank outside 57 Wheatley Road caused by a farming vehicle. The Parish Council discussed this and hoped that once building and road works were completed in the vicinity, this would not occur again.

The Clerk had received a phone call from a resident in Pettiwell to say their recycling had not been collected by the binmen because it was inside white recycling bags rather than clear recycling bags. They had been left a notice to this effect. Cllrs Mike Patrick and Richard Betteridge had also seen bins being inspected and notices left. Cllr Chris Wright pointed out that this was advised in all SODC publications, adding that the Clerk may wish to put information about this into the next newsletter.

11/16/11 Playground

Cllr Paul Bolam advised the Parish Council that the gates were again closed to the carpark. Cllr Chris Wright agreed to check the lease.

11/16/12 Village Maintenance

Cllr Mike Patrick had been asked by the Sports & Social club if their hedges would be cut this year. Cllr Chris Wright agreed to look at the wording of their lease.

Disabled ramp at Elm Drive shops – application for planning permission now awaiting decision.

Old wall behind stone cross – Cllr Paul Bolam has submitted an application.

Defibrillator at Willow Close – The Clerk still had no response from Pye Homes regarding a request from the Parish Council for permission to put up protective metal posts. Cllr Chris Wright suggested Clerk write a further letter to assume that permission is given as no response to the contrary.

Parsler’s Piece – The Clerk has sought quotes to thin trees and remove brambles. Cllr Anne Eastwood suggested it would be more beneficial remove and kill brambles rather than move the fence on the Combwell side. This was agreed.

11/16/13 Village Bus Service

Nothing to report

11/16/14 Policing/Speed Monitoring

Problem with cars in Pettiwell had already been discussed.

11/16/15 Broadband Cabinet – The Green

Cllr Chris Wright reported he had received a letter asking for a wayleave from the Parish Council for another cabinet on the Green. The Parish Council does not wish to add to the furniture on the Green.

11/16/16 Land adjacent to St Mary’s Churchyard

Cllr Chris Wright reported that all parties were happy that the boundary was in the right place and want the contracts to run together following the sale of the land.

11/16/17 Neighbourhood Plans

Clerk has emailed Peter Canavan, Senior Planning Officer, to say the Parish is to prepare a Neighbourhood Plan focussing on housing. Peter Canavan responded to say that 2 new people would soon be in post to give help to parishes. In the meantime, the Parish Council needs to say if the Neighbourhood Plan area is just the parish or will it include other parts. Clerk to write to SODC to say Garsington Neighbourhood Plan will be just our parish.

11/16/18 Any Other Business

Cllr Mike Patrick reported that the Sports & Social Club wished to hold a firework display early in December. Agreed.

Cllr Paul Bolam agreed to purchase and put up Christmas lights on the village tree ready for the beginning of December.

Cllr Anne Eastwood will attend a Positive Planning seminar on 23rd November at St Edmund Hall, Oxford.

Meeting closed at 9.10pm

**SODC A Conservative District Councillor's View**

**(Or What The Council Is Doing)**

***December 2016.***

Firstly, we wish everyone a great Christmas and a Happy New Year.

**Planning Matters.**

Didcot Garden Town is a major part of our plan for development in the District, offering a significant number of jobs and home. During November residents, businesses and visitors to Didcot have been asked to share their best ideas for the future of the area at Didcot Garden Town drop-in events.

The drop-ins, were hosted by South Oxfordshire and Vale of White Horse District Councils, with the public getting their first opportunity to feedback on what they think the Garden Town should include.

The councils are keen to speak to as many people as possible and a new interactive website has been launched at www.didcotgardentown.co.uk. It allows people to pin their ideas, comments and suggestions for Didcot to a map of the town, as well as to see what other people are commenting on. Anyone living in Didcot and surrounding villages is urged to have their say.

**Two new Neighbourhood Planning Officers**

Preparation of a neighbourhood plan remains a high priority for towns and villages across the district. Whilst Simon Rowberry has now left us, as part of our commitment to support them through this process we are pleased to announce the appointment of two new Neighbourhood Planning Officers:

- Ricardo Rios:

 starts 14 November 2016

- Rachael Riach:

 starts 21 November 2016

Ricardo and Rachael can be contacted by email planning.policy@southoxon.gov.uk

or telephone 01235 422600.

We aim to support this team with further recruitment.

**GLL seeks projects for funding initiative**

GLL, our leisure management contractor, is supporting a crowdfunding initiative to encourage local people to be active. GLL is offering funding of up to £2,500, access to qualified instructors and coaches, use of its facilities, free activities and monthly membership discounts.

To be considered projects should get people active and improve their wellbeing such as revamping a playground, installing a zip-wire across a park or holding a mini Olympics in the high street! The project's benefits should be enjoyed by people in public spaces and have a tangible end result. It can be permanent (e.g. new football pitch) or temporary (e.g. an event).

For more information email megan.horwood@gll.org (Vale of White of Horse projects) or colin.williams@gll.org (South Oxfordshire projects).

**Scrutiny**

There were two Scrutiny Committee meetings this month.

The first was Joint with the Vale and we looked at the emerging Plan for improving how we communicate with our residents and Councils. Whilst Customer Satisfaction surveys show encouraging results, they do not cover those who might have responded if they hadn’t ‘missed’ the offer of opportunity. The Plan is encouraging and we were able to generally endorse it with a few suggestions of our own, so it is now proceeding to the next stage in its development.

The second meeting was specific to our District and was a review of the recently completed report on Grave Yard availability. With a steadily rising population, the number of deaths will increase putting pressure on the availability of grave yards for burial of bodies and ashes and as a District existing space is rapidly being used up. we have reviewed the report, and put forward a number of recommendations, including a more in depth analysis of the capacity at the local crematoria.

**Reminder to encourage residents to sign up for newsletter**

As mentioned above, we are keen to improve communications with resident and South News the newsletter which includes information of interest to residents is one of our initiatives. Please encourage local residents to sign up for the newsletters which will be published every two months.

South News keeps residents in touch with news from the council, including the latest on planning and housing in South Oxfordshire, news on recycling collections and events at our leisure centres and Cornerstone Arts Centre in Didcot.

To receive South News visit [www.southoxon.gov.uk/southnews](http://www.southoxon.gov.uk/southnews)

**Thame through to Great British High Street final**

Thame has been named as one of the country’s best high streets by being shortlisted in the Great British High Street competition.

It is one of the top 3 in the Small Market Town category.

To be crowned champion, Thame town needed votes and there has been vigorous polling which has now closed and we await the announcement of the result with baited breath! Whether Thame wins or not will be announced on Monday 12th December, it is a fantastic achievement to reach the last three!

**Raising awareness of domestic abuse**

On the 25 November we worked with the local charity, Reducing the Risk of Domestic Abuse (RRDA), to support White Ribbon Day, the international day for the elimination of violence against women.

To mark the day, RRDA and our Community Safety team had been given permission by the district and county councils to stencil chalk messages relating to domestic abuse on pavements and car parks across South and Vale.

The messages will include the Oxfordshire Domestic Abuse Service’s Helpline number 0800 731 0055 and RRDA website.

White Ribbon Day is only one day, but abuse occurs every day so please help spread the word that there is support for those who need it 24 hours a day every day, including Christmas Day.

**Excellent police feedback about councils' CCTV**

The latest quarterly report on the district councils' CCTV cameras highlights how we continue to positively support the police in tackling crime and helping vulnerable people in South Oxfordshire.

During quarter two, our CCTV operators monitored over 550 incidents across Didcot, Henley, Thame and Wallingford. Their alerts to the police resulted in 24 arrests.

The police are very happy with the service we provide. A new aspect of the reports is a section setting out the results of the customer satisfaction survey we ask all police officers to complete when they have requested camera footage. According to the feedback we received between July and September they thought our CCTV staff were excellent in terms of being polite, professional and informative.

**Food and Safety team in The News**

Our Food and Safety team has been featured in the news twice in November. Firstly in Environmental Health News the professional body publication of the Chartered Institute of Environmental Health.

The team featured for its part in a successful prosecution; a nursery in Marcham, fined £6,740 after mouse droppings were found in their kitchen; and recovery of £1,280 in costs from a takeaway in Didcot after a hygiene emergency prohibition notice was served to prevent the use of food storage buildings.

Their second appearance in the news was regarding a Chinese takeaway in Thame which was fined after council officers found mice droppings during a routine food safety inspection.

On Tuesday 22 November at Oxford Magistrates’ Court, the owners of Tommy Yaki, pleaded guilty to four food safety offences.  As a result they were fined £2,400 and ordered to pay £1,876 costs. Food safety officers from SODC found the premises littered with mice droppings and a filthy kitchen. The building also had construction defects that allowed pests to get on the premises, and important cleaning and pest control procedures hadn’t been carried out.

Officers immediately forced the premises to close, and it was prevented from reopening until action had been taken to remove the risk.

Following urgent improvements, the takeaway reopened a week after the closure – it was recently inspected and has now been awarded a rating of four.

**Housing and homeless support amongst best in the country**

Our housing and homelessness support has been recognised as one of the country’s top performers by the National Practitioner Support Service (NPSS).

In a review of our vital front line housing services we scored an impressive 80 per cent, putting us in the top eight nationally (average 69 per cent) and one of the highest scorers in the south east. The review checked that the advice and support our residents receive is provided in a targeted, effective and efficient way.

The high score follows recent improvements we have made to the service, including launching a new online self-help service for housing information and advice, a new phone service for vulnerable residents, and intervening earlier to support those at risk of becoming homeless.

**Harwell link road work to begin**

Contractors will start site clearance for the Harwell link road from 1 December in preparation for the main phase of work in the New Year. The £11.8m project is part of a package of improvements that focus on improving the access to the Enterprise Zone and reduce local congestion.

Work is expected to be complete in Spring 2018.

**Report highlights PCSOs' community role**

Each year we provide £100,000 to part fund six Police Community Support Officers (PCSOs). Here's a quick update of just some of the activities they carried out to support people in South Oxfordshire.

Between July and October 2016, our PCSOs organised and attended a number of events, including an Emergency Services Day in Thame, speed awareness checks in Binfield Heath and Gallowstree Common and an event in Wallingford to help people avoid being caught out by banking scams.

They also assisted 268 victims of crime, and supported a vulnerable resident in Didcot. To read the full quarter two report about our PCSOs visit our neighbourhood policing page.

**Free Christmas car parking**

Please remind residents that we are offering free parking on various days in the run up to Christmas. It is free in district council car parks all day on the following days during December:

Abingdon: Saturdays - 3, 10, 17, 24 (plus Sat 26 November)

Didcot: Tuesdays - 6, 13 and 20

Faringdon: Sat 3, Tues 6, Fri 9, Sat 17

Goring: Saturdays - 3, 10, 17 and 24

Henley: Tuesdays - 6, 13, 20

Thame: Saturdays - 3, 10, 17 and 24

Wantage: Fridays - 2, 9, 16 and 23

Wallingford: Thursdays - 1, 8, 15 and 22

**Bad weather waste collections**

These are our plans if bad weather affects our waste collections this winter.

If bins aren't emptied on the scheduled day, residents should leave them out for two more days and we will do our best, weather permitting, to come back. If, after three days, they haven't been emptied, residents are advised to take their bins back in and put them out for the next scheduled collection date. They will also be able to leave extra waste out beside their bin in a suitable container.e.g. open box or a clear sack.

These arrangements do not apply during the Christmas collection schedule between 28 December and 13 January when we will work to the published calendar. Residents whose bins are missed due to adverse weather should take them back in and we’ll empty them on the next scheduled collection date. We will keep people up to date with disruption information through our websites, social media, the local press and media.

We will also use emails to keep you up to date. If you receive enquiries from residents as a result of any disruption refer them to the Biffa call centre on 03000 610 610.

This is just a long brief summary of the work we are doing.

Editor - Cllr Ian White (ian.r.white@btinternet.com) Twitter feed: @IanWhite\_DC

**REPORT TO PARISH COUNCILS DECEMBER 2016**

**FROM CLLR LORRAINE LINDSAY- GALE**

**OXFORD TO CAMBRIDGE EXPRESSWAY –Connecting ‘the Brain Belt’**

Plans to improve connectivity between Oxford, Milton Keynes and Cambridge have been in development for several years. The focus is an 'Expressway' – a motorway-standard road – that would run east-west across part of southern Oxfordshire linking the A34 first to the M40 and then on to the M1. The plans received a boost in the recent 'Autumn Statement' with the Chancellor committing £23m to conduct a Strategic Study into the benefits, objectives, options and business case. This initiative is being driven by central Government and OCC will only have consultee status. One of the potential route options would cut straight across this Division running from Abingdon via Culham, Clifton Hampden, south of Sandford, the Baldons and Garsington to join the M40 near Wheatley. Details can be found here: <https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/571353/oxford-to-cambridge-expressway-strategic-study-stage-3-report.pdf>

**OXFORD TRANSPORT CHARGING SCHEME STUDY TO BEGIN**

A study is to be carried out to look at ways in which an ambitious package of transport measures for Oxford such as a new ring of Park & Rides could be funded. OCC's Cabinet has approved a report which gives the go ahead for work to begin on an outline business case for a workplace parking levy scheme and to investigate the opportunities for a congestion charging scheme – the first step in a process that will be kept under review and consulted widely on before any final decisions are taken.

**KEEP WARM KEEP WELL**

Pharmacies across Oxfordshire will be providing people with free thermometers this winter to make sure their homes are warm enough to keep them well. Patients over 60 will be offered information cards, provided by OCC, when collecting prescriptions that will remind them one of the best ways to stay well during the winter is to stay warm, and advise them to have their home heated to at least 18°C. The free hot water bottle shaped card also feature a thermometer to test the temperature of their home to make sure it’s warm enough. People with concerns about their heating bills will be advised to contact the Affordable Warmth Helpline on 0800 107 0044. The free helpline provided by an independent charity and funded by local councils offers free advice and guidance on reducing energy bills, heating homes efficiently and affordably, and available grants and financial assistance. For more information or advice on how to keep warm and well this winter visit [www.oxfordshire.gov.uk/keepwarm](http://www.oxfordshire.gov.uk/keepwarm)

**PLANS FOR REGIONAL AGENCY TO IMPROVE ADOPTION SERVICES**

OCC is developing plans to transform its adoption services by joining forces with neighbouring councils. The aim is to create a Regional Adoption Agency (RAA) for the Thames Valley to improve outcomes for both children and adopters – including the ability to match children with families more quickly and improve support services for adopters. It follows a Government paper setting out plans for all adoption services to be delivered through RAAs by 2020. OCC would be the host authority within a partnership known as Adopt Thames Valley, alongside six other councils (Bracknell Forest, West Berkshire, Windsor and Maidenhead, Wokingham, Swindon and Reading) and two Voluntary Adoption Agencies (PACT and Barnardos). All partners have begun work to develop the new shared service across the geographical area covered by the councils. The Government has advised that a grant of £300K will be made available to help set up the new service.

**SHARED LIVES SERVICE RECEIVES GLOWING REPORT FROM INSPECTORS**

Families across Oxfordshire who choose to share their lives and homes with adults in need of social care have been given high praise by inspectors. The Shared Lives service in Oxfordshire has been running for more than 25 years and involves those in need of care sharing the home of Oxfordshire residents who have been trained and approved as “shared lives households”.

The Care Quality Commission inspected the service in Oxfordshire, which is managed, by OCC, in early October. There were five key measures in the inspection judging whether the service was safe, effective, caring, responsive and well-led and inspectors spoke to the county council, shared lives families/households and those receiving care. In every single category the CQC rated the Oxfordshire Shared Lives service as “good”. The service supports people across all client groups from 16 upwards and the oldest person the scheme has supported was 103.

There are usually around 120 people using the service at any one time - about 70 people live long term with Shared Lives Carers and the remainder have short breaks or a few hours support during the day. Training and vetting is undertaken very carefully before people/families qualify to become approved in the shared lives scheme.

**FOOTPATHS AT BISHOPS COURT FARM DORCHESTER**

I’m sorry that the recent fencing at Bishops Court Farm has upset so many people. I too was alarmed when I first heard about it. Since then I have walked the paths with the Parish Council and the County Council’s Footpaths Officer. I attended the last Parish Council meeting at which many residents expressed their feelings. I have been in touch with the new owner Mr Reid myself and would like to stress that he has acted entirely within his legal rights, and in some instances given way to the local pressure and adjusted the fencing as a gesture of goodwill. There are a lot of people coming late to this situation who don’t understand this.

The County Council’s Definitive Map Team is going to advise Dorchester residents on how to apply for the establishment of a permissive path across one of the lower fields down to the banks of the Thames, a footpath route which everyone maintains has been used for many, many years. Unfortunately the back-log of similar cases at OCC means that this could take up to 12 years. But that is no reason not to begin the process.

Before Christmas the County Council is going to install a small wooden footbridge at the point where the path has been broken down by the cattle and regularly floods at the big bend in the Thame before it joins the Thames.

Mr Reid has agree not to take the fencing right up to the footbridge across the Thame, but to take the fence straight down to the Thames Path from the new wooden footbridge which will allow walkers to pass to and fro more easily at that bottom corner of the farm. He has also agree to deal with the barbed wire in certain locations, and has allowed access across his land in order that walkers can pass under the bridge at Days Lock.

The truth is that those of us (including myself when I lived in Dorchester and walked my two Springer spaniels to Days Lock at least twice a week), who enjoyed walking over Bishops Court Farm off the footpaths over the years where trespassing. As I have explained, we have gained some concessions. But the bottom line is that we will have to get used to the new situation and try to share our beautiful surroundings in a spirit of cooperation with our new neighbour.