

BENSON PARISH COUNCIL

Parish Hall, Sunnyside, Benson, Wallingford. OX10 6LZ

Tel: 01491 825038 e-mail: clerk@bensonpc.org.uk

Minutes of the Benson Parish Council meeting held on **Thursday 23rd August 2018 at 7:30pm** in the Benson Parish Hall Committee Room.

Present:

| | | | |
|-----------------|-------------|------------------|------------------|
| Cllr B Pattison | (CBP) Chair | Cllr P Baylis | (CPB) Vice Chair |
| Cllr R Jordan | (CRJ) | Cllr F Lovesey | (CFL) |
| Cllr S McCann | (CSM) | Cllr T McTeague | (CTM) |
| Cllr P Murray | (CPM) | Cllr T Stevenson | (CTS) |
| Cllr M Winton | (CMW) | | |

Proper Officers: D Brooks and E Lemaire (CLK)

Members of the Public: 3 members of the public were present and the reporter from the Henley Standard

1. **Apologies:** Cllr D Olley

2. **Declarations of Interest:** There were no declarations of interest

3. **To receive reports from the following:**

a. Cllr M Gray – OCC member

Cllr M Gray attended the meeting and updated on the following:

Although he had not been invited to the School's expansion plans consultation meeting on 13th August, he has been in touch with parents and is currently organising a meeting with the relevant contact at OCC and will report back.

He has been looking into the reported concerns of speeding traffic and the poor visibility of the new layout of the Littleworth Road junction with the B4009 and Sunnyside and would like to meet there with Councillors to get a full understanding of the issues so that he can report back to OCC. **Action:** Cllr M Gray and Cllr M Winton.

The baffles have now been partially installed on the B4009 zebra crossing beacons which has improved the lighting situation for residents.

From the budget he has to allocate, he has given £2,000 to The Millstream Day Centre towards architect fees, £300 to the Royal British Legion and has £2,000 allocated to Benson Parish Council towards road costs on the condition that the Council matches the £2,000. **Agenda for next finance meeting 18th September to see if there is £2,000 in the budget to allocate to match the OCC £2,000 offered towards road costs.** The funds are only available to be spent until the end of the year.

He suggested that this money could be used to fill a reported dip in the road that OCC does not deem bad enough to warrant repair or a SID (speeding sign). He also reminded that the resurfacing of Castle Square would happen sooner if Benson Parish Council is able to contribute towards the costs.

With regard to the inconsiderate parking on the verge at the junction of the A4074 and Church Road, he suggested that the Council issue small "Pavements are for People" signs to residents who walk that way to put on windscreens when they see a car parked on the footpath.

Highways does not have adequate funding to carry out all road repairs with its £10m budget for the year. Potholes have been prioritised with 22,000 having been filled in the past 6 months.

OCC is planning to borrow £10m each year for 10 years to get the county's highways into the best condition they have ever been.

b. Cllr F Bloomfield – SODC member, was not present

c. Cllr S Cooper – SODC member

Cllr S Cooper attended the meeting and updated on the following:

The Benson Neighbourhood Plan was officially adopted at the SODC special council meeting today.

The SODC planning committee asks that Parish Councils send a representative to the planning meetings when an application relevant to the parish is being discussed.

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She asked that the Parish Council let her know when they wish for her to attend meetings and speak on large applications.

She is looking closely at local plans to ensure that all elements are enforced, specifically, bike racks, electrical charging points, parking and solar panels.

There have been complaints about green bins used to collect food waste on collection days being left around the village, she said it is always worth complaining to Biffa about bin collection issues so that they are aware and able to rectify the situation.

4. **Public Session:** To allow members of the public to ask questions and address the Chair. Peter Clarke attended the meeting to highlight the letter that he had submitted to the Benson Bulletin regarding the proposed School expansion plans (see attached annex a). He spoke of when he attended the Primary School, there was no playing field. Local village organisations including the Women's Institute raised the funds to purchase the land and since then it has been turned into a good playing field and there is feeling that the playing area should not be lost to buildings and alternative solutions to meet the School's needs should be sought. John Phillingham also spoke on the School expansion plans (see attached annex b).

Item 14 on the agenda was brought forward

14. To discuss the proposed expansion to the Benson C of E Primary School

The playing field held by Benson Church of England Voluntary School Trust was purchased in the 1940's by public donation and subscription. It was the first playing field in the village. The field was decreased in size when the two school sites amalgamated. The School now needs to expand by September 2019 and the proposed plans are to build 3 new classrooms on the playing field during phase 1 and a further 3 classrooms during phase 2.

Views have been expressed to the Parish Council by parishioners that encroaching on the playing field is not a desirable option for the necessary expansion of the School and the Parish Council would like to see that all possible alternative solutions to provide the space needed have been explored. Possible alternative sites mentioned include the Youth Hall site, 51 Littleworth Road and its adjacent orchard and a new school field on the BEN1 development.

Cllr M Gray agreed to speak with the officers at OCC to ascertain why the decision to build on the field has been reached and what alternatives have been investigated. He will also contact the Bishop for the area with a view to enabling The Parish Council to have sight of the original Trust Document, as to date only a copy of the transcript of the original documentation has been seen.

5. **Minutes of the last meeting:** The signing of the minutes of the meeting held on 26th July 2018 was deferred until the next meeting.
6. **Benson Parish Council Planning Committee**
 - a. To consider the following applications:
 - i. **BPC98/18/P18/S2392/FUL** (Full Application) Application Type Minor Proposal: Shop front, frames and doors to be decorated in Traffic Grey B RAL 7043. Install 1 no. new AC units, 1 Condenser and 1 Compressor on concrete bases within service yard. New 2.5m high timber fence plant enclosure. New 2m high acoustic screens to enclose AC units. New 2.3m high chiller unit to side of store with access through new opening in external wall. 6 existing window openings to be bricked up. New Amazon lockers to side of store. New steel trolley bay railings to front of store. Address: 24 High Street Benson OX10 6RP
Members resolved with 7 in favour and 2 abstentions to return no objections subject to assurances that acoustic levels will not be greater than those at present, the acoustic screen will be sufficiently high to shield the chiller and the bike rack originally provided by the Parish Council will be reinstated on site with appropriate security and access for users.
 - ii. **BPC99/18/P18/S2452/HH** (Householder) Application Type: Other Proposal: Two-storey side extension and single-storey rear extension Address: 4 Lower End Benson Road Ewelme OX10 6HB

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It was noted that this dwelling is on the boundary of Benson and Ewelme and is in Ewelme.

Members unanimously resolved to return no objections.

- iii. **BPC100/18/P18/S1975/FUL** (Full Application) Application Type: Minor Amendment: No. 1 - dated 17th July 2018 Proposal: Demolish the side extension and replace with new bungalow (as amended by drwgn0 002B received on 17/07/18 to revise the size and position of parking spaces) Address: 25 The Cedars Benson OX10 6LL

Members noted the response from the SODC Planning Officer to the Council's objections to the previous application and were satisfied that the application meets all requirements.

Members unanimously resolved to return no objections.

- iv. **BPC101/18/P18/S2516/FUL** (Full Application) Application type: Minor Proposal: Construction of one house with garage on land adjoining Lower Farm House. Address: Land between 51 Preston Crowmarsh and Lower Farm House Preston Crowmarsh OX10 6SL

Members resolved with 8 in favour and 1 against to object to the application on the grounds that the application does not comply with the Neighbourhood Plan Design Guide; the scale of the property and materials proposed are out of keeping with the surroundings and it would be a change of street scene in a Conservation Area.

- v. **BPC102/18/P18/S2305/FUL** (Full Application) Application Type: Minor. Proposal: Demolish existing residence and build new residence Address: Navarac Oakley Wood near Nuffield OX10 6QG

Members unanimously resolved to return no objections.

- vii. **BPC104/18/P18/S2357/FUL** (Full Application) Application Type: Minor. Proposal: Demolition of an existing workshop and sheds, construction of two new live/work units. Address: Navarac Oakley Wood near Nuffield OX10 6QG

Members resolved with 8 in favour and 1 abstention to return no objections subject to SODC being satisfied with the implied change of use.

- viii. **BPC105/18/P18/S2605/HH** (Householder) Application Type: Other. Proposal: Ground floor single storey extension for inclusive living. Address: 19 Castle Close Benson OX10 6SN

Members unanimously resolved to return no objections

- vi. **BPC103/18/P18/S2262/RM** (Reserved Matters) Application Type: Major. Proposal: A reserved matters application for the erection of 241 dwellings (including 40% affordable) with associated internal access, public open space, landscaping, sports provision, nature park and woodland, provision of community facilities including relocated school playing fields, youth hut, skate park and play space in association with outline application P16/S1139/O. Address: Land to the north of Littleworth Road Benson (*Extension to consultation period requested*)

Members made comparison of this reserved matters application to the original application and following discussion, to ensure the Council highlights all its concerns and requirements of the application, the following proposal was made: **Proposal: The drafting of the response to planning application P18/S2262/RM be delegated to the Neighbourhood Plan Delivery Group and be subject to no Councillors having major objection to the response. Members voted with 8 in favour and 1 objection.**

- b. The following were noted:

- i. **TOWN AND COUNTRY PLANNING ACT 1990 – SECTION 78 APPEAL MADE BY R J & S STYLES LAND SOUTH OF WATLINGTON ROAD, BENSON, OX10 6NP APPLICATION REF: P16/S3441/O. The Secretary of State disagrees with the Inspector's recommendation. He has decided to refuse planning permission.**

- ii. **APPEAL UNDER S78 AGAINST REFUSAL OF A HOUSEHOLDER APPLICATION**

Site Address: 37 High Street Benson OX10 6RP Description of development: Retrospective planning application for the demolition of the front wall, pillars and gate. Application reference: P17/S4295/HH Appellants name: Mr J Murphy Appeal reference:

APP/Q3115/D/18/3203548 **Appeal start date: 17th July 2018 An appeal has been made to the Secretary of State**

- iii. **BPC92/18/P18/S1884/HH** Application proposal, including any amendments: Proposed two storey side extension, floor plan redesign, and all associated works (as amended by revised

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plans received 31st July 2018) Site Location: Osterley 2 St Helens Crescent Benson Wallingford OX10 6RX **PLANNING PERMISSION GRANTED**

- iv. **BPC93/18/P18/S1682/HH** Application proposal, including any amendments: Replace the flat roof over the existing kitchen window with a tiled pitched roof, new doors on the north elevation to access the garden and a hipped roof dormer with the addition of three rooflights at high level. Site Location: 1 Old Barn Close Benson OX10 6LN **PLANNING PERMISSION GRANTED**

7. **Benson Parish Council Finance Committee**
- Minutes of the last meeting:** There was no meeting in August.
 - To receive a report from the Chair of the Finance Committee: There was nothing to report.
8. **Benson Parish Council Halls Committee**
- Minutes of the last meeting:** There was no meeting in August
 - To receive a report from the Chair of the Halls Committee: There was nothing to report.
9. **Benson Parish Council Recreation and Lands Committee**
- Minutes of the last meeting:** There was no meeting in August
 - To receive a report from the Chair of the Recreation and Lands Committee: There was nothing to report.
10. **Benson Parish Council Technology Committee:**
- Minutes of the last meeting:** The signing of the minutes of the meeting held on Wednesday 15th August 2018 was deferred to the next meeting as not enough members who attended the meeting were present.
 - To receive a report from the Chair of the Technology Committee:
Cllr P Baylis reported that she has resigned as chair of the Committee and is replaced by Cllr C Robinson.
Action: Cllr P Baylis to circulate GDPR information and all Councillors and Staff to give a signed copy to the office to confirm they have received and read the information.
Action: Cllr P Baylis to set up training sessions with all Councillors and staff. Cllr S McCann will set this up via Skype meetings if required.
Agenda item for next meeting: To investigate email setup and usage issues.
11. **Benson Parish Council Working Groups and Outside Bodies:**
- To receive reports from Benson Parish Council Working Groups:
Parish Hall Extension Working Group
Cllr T McTeague reported that the group had met with Richard Cutler on 20th August 2018 and agreed for the project to go out to tender within the next two weeks. Once quotes start coming in, grant applications can be submitted.
WW1 Working Group
Cllr F Lovesey reported that the History Group are working on a slideshow to be shown at the Parish Hall event on 3rd November 2018 depicting a village of peace after the guns fell silent. The Women's Institute will be serving refreshments at the event.
Football Club
Cllr S McCann reported that he has advised the Football Club that OCC have funds available for grant applications.
12. **To re-visit the request from the tenant of the Paddock to install a fence along the footpath at his own cost**
Deferred to Recreation and Lands, **agenda item for meeting to be held on Thursday 13th September 2018**
13. **To receive an update on progress in establishing the new Neighbourhood Plan Working Group**

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There was nothing further to report.

15. To discuss and agree any Proposals or Approvals

There were no proposals or approvals

16. Correspondence

a. To review correspondence and post received as detailed below:

Post received for meeting Thursday 23rd August 2018

| Post/Emails Received | Action |
|---|---|
| 1. Letter from owner of 25 The Cedars re planning application P18/S1975/FUL (circulated 25.07.18) | Noted |
| 2. Letter from tenant of the paddock requesting permission to erect fencing (circulated 26.07.18) | R&L agenda |
| 3. SODC Local Development Scheme – notification of updating of scheme setting timetable to produce Development Plan Documents (circulated 26.07.18) | Noted |
| 4. SODC Community Services – Notice to Community Nominator of intended disposal of nominated asset on the List of Assets of Community Value – 4,000 square feet of beer garden owned by The Crown Inn (circulated 02.08.18) | Clerk to notify SODC of Council's interest and contact Greene King re purchase price |
| 5. Townlands Steering Group – invitation to nominate a representative for the Advisory Group (circulated 19.07.18) | Respond stating Cllr MW as representative |
| 6. UK Cycling Events Advance notification of cycle event 22 nd September 2018 (circulated 20.07.18) | Noted |
| 7. SODC Ricardo Rios – update on progress of Neighbourhood Plan adoption, special Cabinet and Council meetings to be held 14 th and 23 rd August (circulated 30.07.18) | Noted |
| 8. OALC July 2018 newsletter (circulated 30.07.18) | Noted |
| 9. Benson C of E Primary School - notification of informal meeting to ask questions to the contractors and architects of the school expansion plans, 13 th August 2018 (circulated 01.08.18) | Noted |
| 10. SODC request for the NPSG to assist SODC with the Benson Neighbourhood Plan Post Adoption Statement (circulated 02.08.18) | With the NPWG |
| 11. SODC further information and map of land at The Crown Inn to be disposed (circulated 02.08.18) | Noted |
| 12. OCC request for updated Parish Council contact details for website (currently only clerk listed, no members) (circulated 31.07.18) | Clerk to update |
| 13. Resident of Crown Lane complaint about uncut verge around Sunnyside and injury incurred whilst trying to trim verge to improve visibility when exiting driveway (circulated 31.07.18) | Noted |
| 14. OCC/The Woodland Trust offer of free sapling and the Centenary of the Armistice of WW1 commemorative plaque (circulated 01.08.18) | R&L agenda |
| 15. Local resident complaint re inconsiderate parking on the verge at the Church Lane/A4074 junction (circulated 02.08.18) | Response from Fix my Street – passed to the traffic team for investigation |

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| 16. SODC press release re exploring the possibility of taking on the on-street parking in the district (circulated 07.08.18) | Noted |
| 17. River Thames Alliance AGM agenda 4th September 2018, River and Rowing Museum, Henley (circulated 08.08.18) | Noted |
| 18. OCC Minerals and Waste Local Plan Site Allocations issues and options consultation 8 th August-3 rd October 2018 (circulated 09.08.18) | Being looked at by PAGE |
| 19. Thames alley Environmental Records Centre Autumn Recorder's Conference 29 th September 2018 (circulated 13/08/18) | Noted |
| 20. Thames Valley Police Neighbourhood Alert re vehicle interference in Benson 10 th August (circulated 13.08.18) | Noted |
| 21. SODC launch of a new volunteering grant scheme to encourage more people to volunteer and support the costs for small voluntary, community and social enterprise groups within the district – open until January 2019 (circulated 16.08.18) | Noted |
| 22. Peter Clark's suggestion to prevent the school field being built on as proposed by the school expansion plans (circulated 16.08.18) | Discussed see item 14 and annex a |
| 23. SODC South News August 2018 (circulated 17.08.18) | Noted |
| 24. Will Darlison, SODC planning, response to Parish Councils objection to the plans for 25 The Cedars (circulated 17.08.18) | Noted |

- b. To review Parish Office Notes as detailed on attached list.
Noted.

17. Finance

- a. To sign off reconciled bank statements for the current account as at 31st July 2018

Members present unanimously agreed to approve the reconciled bank statement as at 31st July 2018.

- b. To sign cheques as detailed below.

The following payments were agreed and signed:

| Date of Invoice | Organisation/ Individual | Description | Cheque Number | Amount |
|-----------------|-----------------------------|---|---------------|---------|
| 06/08/2018 | Wallingford Glass & Glazing | Replacement glass YH | 300001 | 153.60 |
| 31/07/2018 | Grundon | Waste wheelers July | 300002 | 123.70 |
| 23/08/2018 | OCC | Pensions August | 300003 | 1829.66 |
| 31/07/2018 | Clarity Copiers | Photocopier July | 300004 | 26.40 |
| 02/07/2018 | Clean Machine | Vacuum for YH | 300005 | 127.63 |
| 31/07/2018 | Tom Stevenson | Reimburse woodstain for noticeboards | 300006 | 43.00 |
| 02/08/2018 | Andrew Gowing | Deposit for new water tank | 300007 | 3781.33 |
| 25/07/2018 | NJC | Cleaning sundries | 300008 | 279.59 |
| 02/08/2018 | SSE | YH elec Q2 18/19 | 300009 | 436.81 |
| 31/07/2018 | OALC | GDPR course for Clerk | 300010 | 48.00 |
| 23/08/2018 | Benson PCC | Grant approved 26/7/18 | 300011 | 927.20 |
| 23/08/2018 | Clean Slate | Grant approved 26/7/18 | 300012 | 100.00 |
| 23/07/2018 | Tom Cottrell | Willow works, Rivermead | 300013 | 360.00 |
| 23/08/2018 | G Stock | August wage (Tax refund) to be added to next wage | | 00.40 |
| 31/07/2018 | Colliers | Repair sundries | 300014 | 17.12 |
| 20/05/2018 | OxfordIT | Balance of webhosting | 300015 | 4.57 |
| 07/08/2018 | Oxford IT | Bit Defender 1 month | 300015 | 7.56 |

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|-----------------|--------------------------|----------------------------|------------------------|---------|
| 23/08/2018 | Broomfield Tree Services | Crack willow Rivermead | 300016 | 660.00 |
| | | | | |
| Date of Invoice | Organisation/ Individual | Description | Bank payments | Amount |
| 23/08/2018 | Coop Bank | August salaries | tfr | 6787.57 |
| 23/08/2018 | HMRC | August PAYE NI | tfr | 1130.90 |
| Date of Invoice | Organisation/ Individual | Description | Direct debit | Amount |
| 09/08/2018 | British Gas | College Farm elec 5/7-9/8 | 29/08/2018 | 16.70 |
| Date of Invoice | Organisation/ Individual | Description | Barclaycard Date of DD | Amount |
| 27/06/2018 | Keep&Share | Hall availability software | 06/08/2018 | 10.04 |
| 03/07/2018 | Post Office | Stamps | 06/08/2018 | 58.00 |
| 11/07/2018 | Higgs & Co | Clerk recruitment advert | 06/08/2018 | 128.88 |
| 21/07/2018 | erecep | E Reception services | 06/08/2018 | 9.00 |
| Date of Invoice | Organisation/ Individual | Description | Date of DD | Amount |
| 27/06/2018 | Keep&Share | Hall availability software | 06/08/2018 | 10.04 |
| 03/07/2018 | Post Office | Stamps | 06/08/2018 | 58.00 |
| 11/07/2018 | Higgs & Co | Clerk recruitment advert | 06/08/2018 | 128.88 |
| 21/07/2018 | erecep | E Reception services | 06/08/2018 | 9.00 |

18. **Questions to the Chairman:** There were no questions.

19. **Items for Councillors to note:**

Cllr S McCann enquired if funds are available for the repainting of the war memorial lettering

Agenda item for next Recreation and Lands meeting: War memorial letter painting.

Cllr B Pattison has spoken with John Taylor from PAGE. Benson Parish Council needs to prepare its report detailing the environmental reasons for objections to gravel extraction in specific areas. **Action:** Cllr B Pattison and Clerk to progress report.

The Council presented a leaving card and present to the Clerk Dianne Brooks. Dianne expressed her thanks for her time with the Council and for the Councillors support to her in her role. The Council are sorry to see her leave and thanked her for her hard work.

20. **To confirm the date for the next Council meeting:** 27th September 2018

21. **Dates of next meetings:**

- a. Technology meeting – tbc
- b. Halls meeting – 11th September 2018
- c. Finance meeting – 18th September 2018
- d. Recreation and Lands meeting – 13th September 2018
- e. Planning meetings – Full Council meetings

The meeting closed at 9.45pm

Elizabeth Lemaire, Parish Clerk
30.08.2018

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Minutes of the Benson Parish Council meeting held on **Thursday 23rd August 2018**
Annex A

Dear new editor,

Good luck in the months ahead. Here's a good nettle to grasp for your first issue.

I was appalled to visit a session in the school recently, to learn of a two-phase plan to build two new extensions, and in so doing despoil a green field site. Not just *any green field site*, but specifically a football pitch and school playing field which historically was once a large horse pond, subsequently a stony field improved into what it is now, by many villagers over many years.

The understood need to cater for a rapidly increasing school population could be elegantly resolved, and the village gain. How? If those responsible have the guts and determination, then the answer stares me in the face! Compulsory purchase of the decaying Keeble house. On the south side of Littleworth path the adjacent land belongs to the same owner. Together there is enough land to accommodate the School's growth.

Not only would Benson lose an eyesore, but the land is adjacent to the school. My good friend, Tom Stevenson comments "It all comes down to money – OCC would have to shell out for your solution, whereas they don't have to pay for the ground in their proposal". To which I respond, what in Heaven's Name is money for, if not to be spent wisely for the benefit of the whole community?

There seems to be an important addition to this idea. By avoiding this school field encroachment, it would minimise the need for children to cross and re-cross Littleworth Road to a new school playing field in the new housing development.

Seems to me this is a good cause for you as our new editor, the Parish Council, the members of the developing Village Plan, and above all the Rector as Chairman of the School Trustees to pursue my suggestion with vigour!

Peter Clarke