

## BENSON PARISH COUNCIL

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

Tel: 01491 825038 e-mail: [clerk@benssonpc.org.uk](mailto:clerk@benssonpc.org.uk)

**Minutes** of the Benson Parish Council meeting held on **Thursday 22<sup>nd</sup> February 2018 at 7:30pm** in the Benson Parish Hall Committee Room.

**Present:**

Cllr P Baylis	(CPB) Chair	Cllr R Jordan	(CRJ)
Cllr F Lovesey	(CFL)	Cllr S McCann	(CSM)
Cllr T McTeague	(CTM)	Cllr D Olley	(CDO)
Cllr T Stevenson	(CTS)	Cllr M Winton	(CMW)

Proper Officer: D Brooks (CLK)

1. **Apologies:** Cllr P Murray, Cllr R Workman

2. **Declarations of Interest.** Cllr Lovesey declared an interest in item 14 (12);

Cllr McCann declared an interest in item 14 (16)

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

a. Cllr M Gray spoke about the following items:

The Edge Road – Cllr Gray confirmed OCC were looking at options regarding how to pay for the Edge Road which was positive.

Castle Square re-surfacing – Cllr Gray had made enquiries and there was some hopeful movement although he felt the Parish Council would still need to contribute. He will confirm any amounts when known.

Cllr Gray is investigating the potential of setting up a Children's Centre in Benson. He would like to attend the Finance meeting on 13<sup>th</sup> March and will provide background information to members beforehand.

Littleworth Road is still 'work in progress', but CMG is aware of the concerns around speeding and use as a two-way road; the police are also aware. Members emphasised the danger especially around the lack of even a temporary footpath at Watlington Road end.

Cllr Gray mentioned the Housing in Growth Deal; with 100,000 new houses planned for Oxfordshire the government is providing £250 million over the next 5 years to support infrastructure. Didcot and A40 around Oxford will benefit. CMG will send more information to the clerk. It was suggested a letter be written asking for help with funding the Edge Road. Action: CMG/BPC

Council tax is to rise by 6%; 2% for general usage, 3% to support elderly care and 1% for children's services.

There have been issues with the new rail electrification – travellers to Oxford having to change at Didcot with trains being cancelled.

b. Cllr F Bloomfield – SODC Member. Cllr Bloomfield was not present but had sent the District Councillors Report (Annex A)

c. Cllr R Pullen – not present

4. **Public Session.** (9 members of the public were present)

Representatives from Victoria Land addressed the Council regarding the outline planning application at the Orchard, Braze Lane. They covered the following points. The application is for 19 units and not definitive at this stage. It looks to protect the open area and take in the wider landscape perspective. They emphasised how it fits into the area

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generally and also with the David Wilson development.

The 19 units are in an area of 1.19 hectares so low density and respect the character of the area. Victoria Land also confirmed they would be providing the required allocation of affordable housing.

Planning Application at 17 Blacklands Road: a neighbour spoke opposing the planning application (P18/S0197/FUL) as being over-development of the site and unneighbourly.

5. **Minutes of Last Meeting:** To approve and sign minutes of the meeting held on Thursday 25<sup>th</sup> January 2018. **Members who were present at the Benson Parish Council meeting held on Thursday 25<sup>th</sup> January 2018 unanimously resolved to approve the minutes of the meeting.** CPB (Chair) signed the minutes as a true record.

### 6. Benson Parish Council Planning Committee

a. **Minutes of Last Meeting:** n/a

b. To consider Planning Applications:

- i. **BPC69/P17/S4038/HH** Other Proposal: Erection of Fencing at Front and Side of House Removal of 8ft Hedge at the front of House Removal of 6ft6 Fencing from the side along with 6ft wall and 8ft Hedge Address: 15 Watlington Road Benson OX10 6LT  
**Members resolved unanimously to object to the application** on the grounds that the new fence restricted the sight lines of vehicles leaving the property and hence was a danger to pedestrians. The Parish Council felt strongly that they should have been consulted prior to the removal of the hedge.
- ii. **BPC71/P17/S4295/HH** Other Proposal: Retrospective planning application for the demolition of the front wall, pillars and gate. Address: 37 High Street Benson OX10 6RP  
**Members unanimously resolved to object to the application.** The objection was on the grounds that the wall was in a conservation area and in the opinion of members, was sound and should not have been removed.
- iii. **BPC72/P18/S0181/O** Major Proposal: Outline application for up to 19 dwellings with all matters reserved with the exception of access on Land adjacent to The Orchard, Benson Address: Braze Lane Benson OX10 6JB  
**Members resolved to object to the application.** This decision was unanimous, and the reasons are outlined in the attached document Annex B.
- iv. **BPC73/P18/S0208/HH** Other Proposal: Two storey side extension, and first floor rear extension Address: 6 Offas Close Benson OX10 6NR  
**Members resolved to offer no objection to the application.**
- v. **BPC74/P18/S0197/FUL** Minor Proposal: Subdivision of existing dwelling Address: 17 Blacklands Road Benson OX10 6NW  
**Members resolved to object to the application** on the grounds of over-development of the site. 7 members objected and one member abstained. There were also concerns about the negative impact on parking and traffic in the immediate area.
- vi. **BPC75/P18/S0254/HH** Other Proposal: Two storey front extension and new roof over remaining garage (Garage conversion into store and utility). Address: 71 St Helens Avenue Benson OX10 6RU  
**Members resolved to offer no objection to the application.** This was unanimous.

The following were noted:

- i. **BPC66/P17/S4146/LDE** Development Description: Continual use of building as a separate dwelling in excess of 12 years. Land at Mill Cottage Preston Crowmarsh Oxon OX10 6SL **CERTIFICATE OF LAWFUL USE OR DEVELOPMENT GRANTED**

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- ii. **BPC23/16/P16/S1139/O** Outline planning application for the erection of 241 dwellings (40% of which will be affordable) received 9 January 2018). Site Location: Land north of Littleworth Road  
**PLANNING PERMISSION GRANTED**
  - iii. **Location : Land South of Watlington Road Benson OX10 6NP** Outline application for the erection of up to 120 dwellings (40% of which will be affordable) Appellants name: Mr R J & S Styles Appeal reference number: APP/Q3115/W/17/3180400  
**NOTIFICATION OF PUBLIC ENQUIRY FROM 20 FEB 2018**
  - iv. **Location: Land north of Littleworth Road Benson** Outline application for the erection of 241 dwellings (40% of which will be affordable) Appellants name: R J & S Styles Ref: P15/S3916/O Appeal reference number: APP/Q3115/W/16/3147653  
**APPEAL WITHDRAWN**
  - v. **CONSULTATION** to be carried out on a proposed update to the Local List of Information Requirements for validation of planning and related applications. The draft updated Local List can be viewed on the County Council's planning applications website <http://myeplanning.oxfordshire.gov.uk> using reference no: LL.0088/17. **The consultation period formally commences on 09/02/18 and will run until 02/03/18.**
- d. There was no report from the Chair of the Planning Committee

### 7. Benson Parish Council Finance Committee:

- a. To approve and sign the minutes of the Finance Committee Meeting held on Tuesday 20<sup>th</sup> February 2018.  
**Members who were present at the meeting on 20<sup>th</sup> February unanimously resolved to approve the minutes which were signed as a true record by CPB (chair).**
- b. To present recommendations to Council  
Members resolved unanimously to **suspend standing orders** whilst the recommendation was reworded and then proposed. **Resume standing orders.**

**Recommendation to Full Council: That Benson Parish Council opt for VAT, on the Parish Hall/ Pavilion, at an appropriate date in line with the Parish Hall Extension programme.**

**Members resolved unanimously to accept the recommendation.**

**Recommendation to Full Council: That a new dishwasher is purchased at a cost not to exceed £1600 plus VAT, financed by transferring the cost from the 2017/18 Youth hall Maintenance Budget.**

**Members resolved unanimously to accept the recommendation.**

- c. There was no report from the chair

### 8. Benson Parish Council Halls Committee

- a. **Minutes of the last meeting.** n/a
- b. There was no report from the chair. The next meeting is 6<sup>th</sup> March.

### 9. Benson Parish Council Recreation and Lands Committee:

- a. **Minutes of last meeting.** The minutes of the meeting on 8<sup>th</sup> February 2018 were approved and signed as a true record by the chair (CPB).
- b. **To present recommendations to council:**

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**“Recommendation to Full Council that Benson Parish Council re-appoint Azalea Landscapes for a period of 2 years with an option to extend for a further one year, at a cost of £4545 per annum”**

**Members resolved unanimously to accept the recommendation** on the basis that Azalea Landscapes are known to the Council and known to be reliable and flexible. (There was little difference in the amount quoted by Azalea and one other company). For clarification, per annum has been added to the recommendation. The option to extend has been included as elections will take place in 2019.

### 10. Benson Parish Council Technology Committee:

- a. Minutes of the last meeting n/a
- b. The next meeting will be on 1<sup>st</sup> March.

### 11. Benson Neighbourhood Plan Steering Group

There was no report from the Steering Group.

### 12. Benson Parish Council Working Groups and Outside Bodies:

There were no reports given.

### 13. To discuss and agree any proposals

There were none.

### 14. Correspondence:

- a. To review correspondence and post received as detailed on attached list

#### Post received for meeting Thursday 25<sup>th</sup> January 2018

Post/Emails Received	Action
1. Minutes from PAGE Meeting – sent 17.01.18	Noted
2. Traffic signals request Littleworth Road – sent 22.01.18	Noted
3. Comments invited on Warborough and Shillingford NP – sent 31.01.18	Noted
4. Comments invited on Chalgrove NP – sent 31.01.18	Noted
5. Agrivert tours – sent 31.01.18	Noted
6. TVERC Jan Newsletter – sent 06.02.18	Noted
7. Police and Crime Commissioner Newsletter – sent 02.02.18	Noted
8. Councils work to secure better deal for Oxfordshire – sent 02.02.18	Noted
9. Innovative district heating network could be built in Didcot – sent 02.02.18	Noted
10. River Thames Alliance Link Update – sent 05.02.18	Noted
11. Open Gardens Request – sent 05.02.18	Agreed

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12. Use of Bob's Corner for Poppy appeal – sent 05.02.18	Agreed
13. Battle's Over: A Nationwide Tribute to the End of WW1 -sent 05.02.18	Noted
14. SO charitable lottery – sent 07.02.18	Noted
15. Rural Oxfordshire Network: Rural Youth, 18th April 2018 – sent 07.02.18	Noted
16. Great Get together request to use Youth Hall – sent 13.02.18	Agreed but grant needed
17. Invitation to South & Vale Voluntary & Community Sector Forum – 13.02.18	Noted
18. CPRE Oxford-Cambridge Expressway Public Inquiry sent 15.02.18	CLK/CPB to write generic letter
19. Littleworth Road Hazards – Resident's e-mail sent 15.02.18	Escalated, CLK to respond
20. RUG3 agenda for 1 <sup>st</sup> March – sent 15.02.18	Noted

b. No Parish Office Notes

### 15. Finance:

a. To sign off the reconciled bank statement for the current accounts as at 30<sup>th</sup> January 2018

**Members present unanimously resolved to approve the reconciled bank statement as at 30<sup>th</sup> January 2018**

b. Cheques etc. as detailed below were signed off

### February 22nd 2018

Date of Invoice	Organisation/ Individual	Description	Cheque Number	Amount
19/02/2018	Prime Compliance	Halls manager legionella course	506349	78.00
14/02/2018	Heritage Tree Services	Bertie West Willow felling	506350	774.00
01/02/2018	Mark Bees	Fitting new sockets to PH	506351	83.20
31/01/2018	Grundon	PH waste January	506352	123.70
22/02/2018	OCC	January pensions	506353	1426.84
31/01/2018	Clarity Copiers	Photocopier	506354	32.77
01/02/2018	Paul Smith	Window cleaning	506355	140.00
10/01/2018	Jon Fowler	Reimburse travel – NP mtg	506356	31.10
05/02/2018	Eversheds	Legal advice for NP	506357	2940.00

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23/11/2017	G Stock	January salary	506358	106.50
07/12/2017	Castle Water	Water PH 28/11-31/3/18	506359	522.10
22/01/2018	Executive Fire Protection Ltd	Fire extinguisher service YH	506360	44.02
25/01/2018	PAGE	Grant	506361	1250.00
25/01/2018	Sue Ryder	Grant	506362	200.00
25/01/2018	Life Education Wessex and TV	Grant	506363	275.00
25/01/2018	SSE	Gas YH Q4 17/18	506364	24.87
26/01/2018	SSE	Elec PH Q4 17/18	506365	408.69
20/02/2018	OxfordIT	Domain renewal	506366	24.00

**To approve Bank Payments**

Date of Invoice	Organisation/ Individual	Description	Cheque Number	Amount
22/02/2018	Coop Bank	January salaries	tfr	4259.37
22/02/2018	HMRC	January PAYE etc	tfr	848.85
14/12/2017	Coop Bank	AB mileage	tfr	41.85

**To approve Direct Debits/ Standing Orders**

Date of Invoice	Organisation/ Individual	Description	Date of DD	Amount
27/01/2018	British Gas	Elec Millstream 11/12-1/1/18	14/02/2018	8.11
06/02/2018	British Gas	Elec College Farm 4/1-3/2/18	23/02/2018	14.14
19/01/2018	Thames Water	Water Millstream 20/10-17/01/18	05/03/2018	67.46
31/01/2018	Thames Water	Water PV 12/7-30/01/18	19/02/2018	191.60

**To approve Barclaycard Payments**

Date of Invoice	Organisation/ Individual	Description	Date of DD	Amount
21/01/2018	e-receptionist	Emergency call forwarding service	28/01/2018	9.00
17/01/2018	Amazon	Surge Protectors	28/01/2018	48.00
23/01/2018	Amazon	Hard Drive	28/01/2018	54.58
23/01/2018	Kedel	Plastic wood for Rivermead summerhouse seat	28/01/2018	367.67

**16. Questions to the Chairman:** there were no questions

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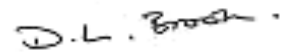
**17. Items for Councillors to note:**

It is planned to have an Extraordinary Meeting at 8.15pm on Tuesday 6<sup>th</sup> March; the main item on the agenda will be to meet and interview prospective candidates for the councillor vacancies.

**18. To confirm the date of the next council meeting.** Thursday 22<sup>nd</sup> March 2018

**19. Dates of Next Meetings:**

- a. Technology Meeting Thursday 1<sup>st</sup> March 2018
- b. Halls Meeting Tuesday 6<sup>th</sup> March 2018
- c. Finance Meeting Tuesday 13<sup>th</sup> March 2018 (date changed from 20<sup>th</sup>)
- d. Recreation and Lands Meeting Thursday 12<sup>th</sup> April 2018
- e. Planning Meetings (to be notified).
- f. **Advance notice:** Annual Parish Meeting Thursday 10<sup>th</sup> May 2018



Dianne Brooks, Clerk  
26.02.18