

BENSON PARISH COUNCIL

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

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Minutes of the Benson Parish Council meeting held on **Thursday 22nd June 2017 at 7:30pm** in the Benson Parish Hall Committee Room.

Present:

Cllr J Fowler (Chair)	(CJF)
Cllr P Baylis	(CPB)
Cllr R Jordan	(CRJ)
Cllr F Lovesey	(CFL)
Cllr S McCann	(CSM)
Cllr T McTeague	(CTM)
Cllr P Murray	(CPM)
Cllr D Olley	(CDO)
Cllr R Workman	(CRW)

Proper Officer: D Brooks (CLK)

A reporter from the Henley Standard and Cllr M Gray.

There were 2 members of the public present.

1. **Apologies:** Cllr P Peers, Cllr T Stevenson, Cllr M Winton
2. **Declarations of Interest.** – There were no declarations of interest
3. **To receive reports from the following:**
 - a. Cllr M Gray – OCC Member.

Church Road and Oxford Road are both due to be re-surfaced by OCC. They are also considering re-surfacing of Castle Square and as money is limited have requested a contribution towards costs from the Parish Council. This could be in the region of 20% (Church Road has cost £90,000 for a full repair and re-surfacing).

Action: to be added to next Finance agenda.

Cllr Gray is conscious of concern amongst some residents with regards to progress on the Edge Road. It was felt an update on recent and future planned meetings would be timely.

Action: Neighbourhood Plan Group to update residents with current situation

Cllr Gray explained that his new Cabinet role as member for communities was progressing. There will be part-funding (OCC together with Parish Councils) for some new roles within the Council to support especially the elderly and the young. There will be a pilot scheme of 'Parish Wardens' (also supported by the Fire Service and Police) whose role will be to help elderly feel more secure and to work with disaffected/disengaged young people.

Cllr Gray reminded the Parish Council of the District Councillors Grant scheme - £5000 available to communities, with only a simple form to complete.

Other updates included:

- Pedestrian only trial in Queen Street, Oxford City
- Changes in Adult Daytime Support, for the elderly and those with Learning difficulties, 8 hubs around the County including one in Wallingford.
- Superfast Broadband now exists for 95% with a further 3000 homes targeted.

- Cllr Gray also promoted the Oxfordshire Together programme which is working well with the Grass Cutting contract in Cholsey who have joined with other parishes. This may help with issues in Benson around overgrown verges leading to reduced visibility. **Action:** Refer to either R&L or Finance

b. Cllr F Bloomfield – SODC Member. Cllr Bloomfield sent his apologies and a report (see Annex B).

c. Cllr R Pullen – SODC Member. Cllr Pullen sent his apologies and wished the Council to know that “he will not be supporting the recent application for 240 houses due to lack of school places and lack of detail for the edge road”.

4. **Public Session.** A member of the public (Mr Dave Rushton) wished to bring three matters to the attention of the Council.

As Leader of the Infrastructure Team he requested a copy of the Transport Assessment Report for BEN3/4

The History Group are keen to support any WW1 Celebration Events in 2018. The Group have some ideas but do not want to lead. Cllr Fowler confirmed the Parish Council wish to celebrate the Centenary and suggested establishing a working group. Funding will be required and the last event received between £2000-£3000.

Action: To be included on the next Finance Committee agenda.

Finally, Mr Rushton expressed concern about the overgrown verges on B4009 and A4074 which are becoming considerably more dangerous in terms of reduced visibility and potential traffic accident. (See last item above from Cllr Gray)

Action: Clerk to contact OCC

5. **Minutes of Last Meeting:** To approve and sign minutes of the meeting held on Thursday 25th May 2017. **Members who were present at the Benson Parish Council meeting held Thursday 25th May 2017 unanimously resolved to approve the minutes of the meeting.** Cllr Fowler (Chair) signed the minutes as a true record.

6. a. To approve and sign the minutes of the Planning Meeting held on Thursday 1st June. **Members who were present at the meeting unanimously resolved to approve the minutes.** Cllr Fowler (Chair) signed the minutes as a true record.

b. To consider Planning Applications (for further details see annex A):

- i. **BPC39/17/P17/S1890/FUL** Mansfield Cottage, 60 Preston Crowmarsh OX10 6SL

Members unanimously resolved to return no objections

- ii. **BPC40/17/P17/S2049/HH** 19 Crown Lane, Benson OX10 6LP

Members unanimously resolved to return no objections

- iii. **BPC42/17/P17/S1985/HH** 24 Horseshoes Lane, Benson OX10 6LB

Members unanimously resolved to return no objections

- iv. **BPC43/17/P17/S1525/HH** 2 St Helens Way, Benson OX10 6SW

Members unanimously resolved to return no objections

Suspend Standing Orders to consider two extra planning applications: Members present unanimously resolved to suspend standing orders. Suspend Standing Orders.

P17/S1389/FUL (Full application) Change of use of a disused storage barn to a retail deli shop. Address: The Crown Inn 52 High Street Benson OX10 6RP and

P17/S1108/LB (Listed Building) Change of use of a disused storage barn to a retail deli shop. Address: The Crown Inn 52 High Street Benson OX10 6RP

The applications are retrospective and concern the conversion of a storage barn to a Deli/café (in either case a retail outlet).

Following some discussion - **it was resolved unanimously to object to both applications on the following grounds:**

Whilst the Parish Council wishes to support local businesses, there was a concern about lack of detail in the applications in relation to works that have already been undertaken on a listed building in the conservation area. More clarity is required particularly in relation to the Heritage Statement, the Design and Access statement and use of materials e.g. UPVC windows on a listed building.

Members present unanimously resolved to resume standing orders. Resume Standing Orders.

c. The following planning decisions were noted.

i. **BPC20/17/ P17/SO775/HH** 30 Mill Lane, Benson OX10 6SA

PERMISSION GRANTED

ii. **BPC22/17/P17/SO901/HH** 18 Offas Close, Benson, OX10 6NR

PERMISSION GRANTED

iii. **BPC25/17/P17/S1096/FUL** Potters Farm, Old London Road, Ewelme OX10 6PY

PERMISSION GRANTED

iv. **BPC27/17/P17/S1175/HH** 11 Rumbolds Close, Benson OX10 6NQ

PERMISSION GRANTED

v. **BPC31/17/P17/S1342/HH** The Barn, Beggarsbush Hill, Benson OX10 6PL1

PERMISSION GRANTED

Three further Planning Decisions were also noted (these were not on the Agenda)

BPC34/17/P17/S1652/A Application proposal, including any amendments: 1 x internally illuminated fascia, 1 x internally illuminated co-op projector and 4 x non illuminated wall mounted aluminium panels.

Site Location: 24 High Street Benson OX10 6RP

CONSENT GRANTED

BPC19/17/P17/S0721/A Application proposal, including any amendments: Installation of new fascia signage. (As amended by elevation drawing 6918_AEW_1032_0005 Revision D accompanying e-mail from agent received 8 May

2017 and site plan drawing 6918_1032_0002 Rev B received 19 May 2017).

Site Location: McDonalds Restaurants Ltd Oxford Road Benson OX10 6LX

CONSENT GRANTED

BPC18/17/P17/S0720/FUL Application proposal, including any amendments: Installation of new "Folded Roof" concept, comprising of new aluminium cladding to the roof, with new style booths and reconfiguration of the car park. New remote bin store sited to the west. Installation of new fascia signage. (As amended by drawings 6918-AEW_1032_0002 Rev B, 0004 Rev F and 0004 Tracking Plan received 19 May 2017 and Tree Survey, Arboricultural Impact Assessment Dated 8 May 2017 accompanying e-mail from agent received 8 May 2017).

Site Location: McDonalds Restaurants Ltd Oxford Road Benson OX10 6LX

PERMISSION GRANTED

d. To receive a report from the Chairman of the Planning Committee.

Recommendation to Full Council:

Recommendation that Benson Parish Council engages Jonathan Clay from CornerStone Barristers and Andrew Ashcroft (Planning Inspector) to assist and represent Benson Parish Council at the Planning Inquiry into BEN7 (land off St Helen's Avenue) at a total cost not to exceed £22,000 inclusive of VAT

Members present resolved unanimously to accept the recommendation, on the understanding that it may not proceed with reference to BEN7.

Cllr Fowler explained that the Parish Council had been unable to obtain Rule 6 status, this is needed in order to have legal representation at a Planning enquiry. The reason given was that the request was too late despite guidance given on Rule 6 stating 4 weeks' notice was required. If challenged, there would be no right of appeal. Members were outraged at this decision and it was decided to approach John Howell MP to ask if he could challenge the decision on behalf of the Parish Council

Action: Cllr Fowler to contact John Howell MP

Cllr Fowler, as Chair of Planning had nothing further to report.

7. Benson Parish Council Finance Committee:

There was no Finance Meeting in June and so nothing to report or recommend.

8. Benson Parish Council Halls Committee:

a. To approve and sign the minutes of the Halls Committee meeting held on Thursday 15th June 2017. **Members who were present at the Halls Committee meeting held, unanimously resolved to approve the minutes of the meeting, subject to some minor corrections.** Cllr T McTeague (Chair of Halls) to sign the minutes as a true record.

b. To present recommendations to council.

Recommendation to Full Council:

"Recommendation that Benson Parish Council spend a sum not to exceed £3000 plus VAT to replace all Parish Hall lounge furniture with fire retardant furniture as identified as a 1a priority in the most recent fire inspection"

Members unanimously resolved to accept the recommendation.

The number of chairs with arms will be increased.

c. Cllr McTeague highlighted the following items from the minutes:

- The locks on the Youth Hall are to be changed on 31st July
- Cutler Architects are seeking a third quote for the Parish Hall refurbishment and Cllr Peers is researching Grant opportunities.
- The refurbishment of the Parish Hall flooring and renewal of the carpet tiles will be progressed on Cllr Winton's return from holiday.
- The new PA system has been installed
- The Fire Assembly point is to be moved and a new sign erected on the Tennis Court fencing.

Cllr Baylis requested that the Pavilion clock be repaired **Action:** Clerk

9. Benson Parish Council Recreation and Lands Committee:

- a. There were insufficient members present to approve the minutes of the last meeting; this action was deferred
- b. To present recommendations to Council

Recommendation to Full Council:

“Recommendation that Benson Parish Council spend a sum not to exceed £7499 plus VAT for a full refurbishment of play equipment at Sunnyside”

Members were unable to consider the recommendation due to (a) above. However, it was agreed that urgent repairs to the Multiplay equipment could be undertaken.
Action: Cllr Baylis and Clerk

- c. To receive a report from the Chair of the Recreation and Lands Committee.

Cllr Baylis informed members that paving to the Pavilion was now completed.

A request for Volunteers to take over the War Memorial gardening was to be put in the Benson Bulletin. **Action:** Clerk

10. Benson Parish Council Technology Committee:

There was no meeting of the Technology Committee in June so nothing to recommend or report.

11. Benson Neighbourhood Plan Steering Group

Cllr Murray gave a brief report on the meeting held about BEN1 phase2, with representatives from the Stiles family and which was chaired by John Howell MP. The meeting was affable and the need for an Edge Road, in principle, seems to be understood by the developers. Cala Homes have requested a follow-up meeting.

12. Benson Parish Council Working Groups and Outside Bodies:

There were no updates from any other groups.

13. Benson Parish Council Chair:

The Chair was not present at the meeting.

14. To discuss and agree any Proposals or Approvals: none

15. Correspondence:

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

Post received for meeting Thursday 22nd June 2017

Post/Emails Received	Action
1. Wallingford Neighbourhood Team Newsletter sent 01.06.17	Noted
2. Fix my Street – response on overgrown hedges etc. sent 20.06.17	Noted
3. Over 60 – Vintage Games sent 20.06.17	Noted
4. CPRE Agenda for AGM on 1 st July sent 20.06.17	Noted
5. Closure of B4009, The Sands 24 th - 28 th July sent 20.06.17	Noted
6. Funding for River and Canal Projects info evening 1 st July sent 20.06.17	Noted
7. Thames Water refunds sent 21.06.17	Noted
8. SODC Deep Cleanse in Benson in July sent 02.06.17. Please send any suggestions to the Clerk.	Action all

- b. A letter has been received from residents of 37 High Street (previously the Free Church) to which the Parish Council will reply. **Action:** Clerk, CJF and CPP.

16. Finance:

- a. To sign off the reconciled bank statements for the current account as at:
31st May 2017

Members present unanimously resolved to approve the reconciled bank statement as at 31st May 2017

- b. To sign cheques as detailed below:

Cheques for Approval and Payment: June 22nd 2017

Date of Invoice	Organisation/ Individual	Description	Cheque Number	Amount
22/06/2017	GM Stock	June salary	506182	142.01
22/06/2017	A Pugh	June Salary	506183	283.69
31/05/2017	Grundon	May waste collection	506184	119.20
22/06/2017	OCC	June Pension	506185	1441.70
19/06/2017	E Crockett	Replacement of pavings around Parish Hall	506186	3872.00
31/05/2017	Colliers	Strimmer line and	506187	8.70

		cement		
11/06/2017	ICO	Data protection registration	506188	35.00
30/05/2017	Microshade	Internal Audit Fee	506189	395.88
30/05/2017	J Fowler	Land registry fee and plan	506190	43.20
31/05/2017	Clarity	Photocopier usage 7/4-26/5/17	506191	30.40
07/06/2017	Clear View	June window cleaning	506192	140.00

To approve Bank Payments

Date of Invoice	Organisation/ Individual	Description	Cheque Number	Amount
22/06/2017	Coop Bank	June Salaries	tfr	4360.95
22/06/2017	HMRC	June Paye and NI	tfr	850.49
22/06/2017	Coop Bank	Groundsman mileage	tfr	33.75
22/06/2017	Coop Bank	Clerk reimbursement for Wallingford School paint (for bridge)	tfr	92.47
22/06/2017	Coop Bank	Halls Manager reimbursement for pat testing labels, mileage to collect pat tester and cleaning supplies	tfr	26.99

To approve Direct Debits/ Standing Orders

Date of Invoice	Organisation/ Individual	Description	Date of DD	Amount
13/06/2017	British Gas	Elec millstream toilets 11/3-10/6/17	30/06/2017	38.01
06/06/2017	British Gas	Gas PH 1/3-31/5/17	23/06/2017	1233.10
06/06/2017	British Gas	Gas YH 22/2-30/5/17	23/06/2017	45.68
06/06/2017	British Gas	Elec College Farm 6/5-2/6/17	23/06/2017	7.18
08/06/2017	Castle Water	PH water 6/5-31/3/2018	22/06/2017	762.34
08/06/2017	Castle Water	YH water 6/5-31/3/2018	22/06/2017	459.43
08/06/2017	Castle Water	Allotments water 6/5-31/03/2018	22/06/2017	632.68
8/6/2017	SODC	Business rates PV	monthly	123.00
8/6/2017	SODC	Business rates PH	monthly	757.00

To approve Barclaycard Payments

Date of Invoice	Organisation/ Individual	Description	Date of DD	Amount
21/05/2017	e-receptionist	Emergency call	28/05/2017	9.00

		forwarding service		
17/05/2017	Amazon	Keyboard for Clerk pc	28/05/2017	24.99
11/05/2017	Amazon	Bulbs for Youth Hall	28/05/2017	25.47
3/05/2017	Trophies plus medals	Trophy plaques	28/05/2017	15.47

17. Questions to the Chairman: there were no questions

18. Items for Councillors to note:

Residents have expressed some concern regarding activity behind Benson/Taylors Garage. The Council will monitor this.

Cllr McCann highlighted the existence of a company which will facilitate the provision of matched funding as part of businesses' CSR.

19. To confirm the date of the next council meeting. Thursday 27th July (Grants)

20. Dates of Next Meetings:

- a. Technology Meeting (to be notified)
- b. Finance Meeting Tuesday 18th July 2017
- c. Halls Meeting (to be notified)
- d. Recreation and Lands Meeting 14th September (but likely to change)
- e. Planning Meetings (to be notified).



Dianne Brooks
Parish Clerk
26th May 2017