

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 27th April 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 D Olley	(CDO)
Cllr T Stevenson	(CTS)
Cllr M Winton	(CMW)
Cllr R Workman	(CRW)

Proper Officer: D Brooks (CLK)

A reporter from the Henley Standard and Cllr M Gray.

There were 6 members of the public present.

- 1. Apologies:** Cllr T McTeague, Cllr P Murray, Cllr P Peers
- 2. Declarations of Interest.** – Cllr M Winton declared an interest in items 7b(i) & item 7b(iv); Cllr McCann declared an interest in item 7b(i)
- 3. To receive reports from the following:**

a. Cllr M Gray – OCC Member. Cllr Gray was present from 8.40 – 8.55pm

Cllr Gray reported on a cabinet meeting he had attended in the morning with Oxfordshire Highways. At the meeting, the consultation on Littleworth Road – traffic calming measures, was discussed. The outcome was that Littleworth Road will become 2 way along its entirety. As a result of the change a 5' wide path will be incorporated which will increase visibility and provide safer access to and from the road to existing properties. There will be the option to change back to one way on completion of the proposed Edge Road. **Cllr Gray is to clarify the position with regards to the 20mph speed limit and weight limit.**

There was some discussion about the district council funding of a new crossing to the bus stop in Berinsfield. Has this set a precedent? Cllr Gray believes Benson has a strong case for improvements to access of the Bus Stop at Rivermead which is used by both residents and others from outside Benson.

There was further discussion about the proposed Edge Road which seems to have universal support. Agreement needs to be made about how it will link with the existing road infrastructure. A round table meeting between OCC Highways and the Developers is required (CJF).

Cllr Gray expressed concern about the capacity of the school if Benson is to acquire another 1000 households. Any decisions would need to link with the feasibility study by OCC Education Dept.

With the elections pending, Cllr Gray hoped this would not be his last attendance at a BPC meeting as he really enjoyed them. Cllr McCann expressed the council's appreciation of Mark's support and keenness to listen to concerns.

- b. Cllr F Bloomfield – SODC Member. Cllr Bloomfield was not present.
 - c. Cllr R Pullen – SODC Member. Cllr Pullen was not present.
4. **Public Session.** A member of the public addressed the chair concerning the planning application at 11 Rumbolds Close. There were concerns about the extension which it was felt would result in a significant loss of daylight and extensive shadow over neighbouring properties. It was felt an extension to the rear of the property would be less intrusive. There was also concern that allowing the extension would set a precedent. A Lilac tree had already been removed and a Beech Hedge was also under threat.
5. **Minutes of Last Meeting:** To approve and sign minutes of the meeting held on Thursday 23rd March 2017. **Members who were present at the Benson Parish Council meeting held Thursday 23rd March 2017 unanimously resolved to approve the minutes of the meeting.** Cllr Fowler (Chair) signed the minutes as a true record.
6. **Minutes of Benson Parish Council Extraordinary Meeting:** To approve and sign the minutes of the Extraordinary Meeting held on Monday 27th March 2017. **Members who were present at the meeting of 27th March 2017 unanimously resolved to approve the minutes.** Cllr Fowler (Chair) signed the minutes as a true record.
7. **Benson Parish Council Planning Committee:**
- a. To approve and sign the minutes of the planning meeting held on Monday 10th April 2017. **Members who were present at the Council Planning Committee meeting held Monday 10th April 2017 unanimously resolved to approve the minutes of the meeting.**
Cllr J Fowler, chair of the planning committee, signed the minutes as a true record.
 - b. To consider Planning Applications:
 - i. **BPC27/17/P17/S1175/HH** (Householder) Application Type: Other Proposal: Ground floor front extension, inside street build line. Internal modernisation. Address: 11 Rumbolds Close Benson OX10 6NQ

Members resolved unanimously to object to the application on the grounds of:

- being unneighbourly
- adverse impact on the street scene
- setting a precedent for front extensions within the close
- loss of views at 9 Rumbolds Close

Members of the council wished to record their objection to the loss of the Beech hedge which should have been retained. They also request that the application be referred to committee if the planning officer recommends granting of the application.

- ii. **BPC28/17/P17/S0720/FUL** (Full Application) Application Type: Minor Amendment: No. 1 - dated 3rd April 2017 Proposal: 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 drawing 1032 Revision B accompanying e-mail from agent received 3 April 2017) Address: McDonalds Restaurants Ltd Oxford Road Benson OX10 6LX

Members resolved to object to the application; 7 for, 1 against and 1 abstention due to a declared interest. Those who objected did so on the grounds of loss of the disabled parking space. Members also requested further information and clarification on the status of the silver birch tree.

- iii. **BPC29/17/P16/S3441/O** (Outline) Application Type: Major Amendment : No. 2 - dated 6th April 2017 Proposal : Outline application (with all matters reserved except access) for the erection of up to 120 dwellings (40% of which will be affordable) with associated access, public open space, landscaping and play space.(as amended and clarified by drawing nos 38409/5502/001 and 002 dated Oct 2016, Archaeological evaluation and Transport and Noise addendum reports accompanying Agent's letter dated 2 February 2016 and Framework Plan PL03 Rev C and agents e-mail dated 6 April 2017). Address: Land South of Watlington Road Benson OX10 6NP

Members unanimously resolved to object to the amendment on the following grounds:

- **It is contrary to the emerging Neighbourhood Plan**
- **Provides no benefit to the village**
- **The development will have an adverse cumulative impact on the existing village infrastructure**

Previous Key Objections also still apply:

- The development will have a major impact on the visual amenity of houses in Blacklands Road and Brook Street. Their own landscape assessment report states “the impact is significant and should be considered in the planning balance”. The site being located on higher ground, it will overlook existing properties in Brook St and Blacklands Road.**
- The impact of additional vehicles generated by this development. The figures quoted for the anticipated growth at Littleworth Road do not agree with the latest figures in P16/3611**
- The development is not sustainable due to its distance from village facilities (school, doctors etc.)**

- iv. **BPC30/17/P17/S1263/FUL** (Full Application) Application Type: Other Proposal: Removal of conditions 3, 4, & 5 of Planning Permission P03/W0270 to remove limit on number of children and time of opening. (Change of use to dual private day nursery and residence, reinstatement of in/out driveway). Address: 10 Lowfield House Churchfield Lane Benson OX10 6SH

Members resolved to object to the application on the grounds of lack of clarity with regards to the use as a residence and the reinstatement of the in/out driveway; 6 objected and 2 abstained with a declared interest.

- v. **BPC31/17/P17/S1342/HH** (Householder) Application Type Other Proposal: Single storey rear and side extension Address: The Barn Beggarsbush Hill Benson OX10 6PL

Members unanimously resolved to return no objections

- c. The following planning decisions were noted.

- i. **BPC23/17/ P17/S0352/HH** 24 Horseshoes Lane Benson OX10 6LB
PERMISSION GRANTED
- ii. **BPC11/17/P17/S0518/LB** 74 Brook Street Benson Oxfordshire OX10 6LH
LISTED BUILDING CONSENT GRANTED
- iii. **BPC12/17/P17/S0472/HH** 36 Crown Lane Benson OX10 6LP
PERMISSION GRANTED
- iv. **BPC16/17/P17/S0597/HH** 74 Brook Street Benson OX10 6LH
PERMISSION GRANTED
- v. **BPC17/17/P17/S0598/LB** 74 Brook Street Benson OX10 6LH
LISTED BUILDING CONSENT GRANTED
- vi. **P15/17/P17/S0507/HH** 1 St Helens Way Benson OX10 6SP
PERMISSION GRANTED
- vii. **P16/S3608/O** Land to the east of Benson Lane Crowmarsh Gifford OX10 8ED
PERMISSION REFUSED

d. To consider the consultation on the SODC Local Plan - www.southoxon.gov.uk/newlocalplan The Chair urged councillors to respond individually to the consultation but stated he would also respond on behalf of the council as a whole.

ALL

e. Environmental Impact Assessment Scoping Opinion

Location: Land to the north of Benson North west of the B4009 and east of Hale Road Benson Application Reference: P17/S1357/SCO. This is available to read.

f. The Chairman of the Planning Committee had nothing further to report.

Alterations to the Free Church in Benson – Cllr Olley was told there had been no response from the Enforcement officer to the Clerk’s letter. A brick and flint wall is now in the process of being removed. **Action:** clerk to contact Enforcement Officer again

CLK

8. Benson Parish Council Finance Committee:

a. To approve and sign the minutes of the Finance Committee meetings held on Tuesday 14th March 2017 and Monday 10th April. **Action deferred to the next Finance Committee Meeting as representation from Finance was not quorate.**

b. To present recommendations to Council.

Recommendation to Full Council;

“Hall Hire rates should move to an hourly rate from 1st May 2017, subject to all hirers being contacted in advance with an explanation and subject to phased increases for R&B Dance and Wallingford Artists; also, subject to special measures for the Bensington Society and the Youth Club.”

Members resolved to approve the recommendation; 8 in favour and one abstention.

Recommendation to Full Council;

“To apply a limit to Hall Bookings of six months in advance for non-

parishioners and commercial & corporate only.”

Members resolved to unanimously approve the recommendation.

c. To receive a report from the Chairman of the Finance Committee. Nothing further to report.

9. **Benson Parish Council Halls Committee:**

a. To approve and sign the minutes of the Halls Committee meeting held on Thursday 9th March 2017. **Members who were present at the Halls Committee meeting held Thursday 9th March 2017 unanimously resolved to approve the minutes of the meeting.** Cllr T McTeague (Chair of Halls) to sign the minutes as a true record.

b. To receive a report from the Chair of the Halls Committee. Chair not present.

10. **Benson Parish Council Recreation and Lands Committee:**

a. To approve and sign the minutes of the R&L Committee meeting held on Thursday 13th April 2017. **Members who were present at the R&L Committee meeting held Thursday 13th April 2017 unanimously resolved to approve the minutes of the meeting.** Cllr Baylis (Chair of R&L) signed the minutes as a true record.

b. To present recommendations to Council

Recommendation to Full Council:

“Recommendation that Benson Parish Council agrees, in principle, to allow Benson CoE Primary School to conduct Forest School classes on Bertie West field as of 1 September 2017, subject to the following: that the Landowner/Governor Agreement be reviewed by the Finance committee; that the trees be inspected by a qualified tree surgeon.”

Cllr Baylis explained that a Forest School encourages teaching about the natural world through outdoor activities. Groups of children would visit Bertie West Field to count insects, look at tree growth etc. The tree inspection would be to make sure the area was safe for the children.

Members resolved to unanimously approve the recommendation.

Recommendation to Full Council:

“Benson Parish Council to spend no more than £3500 to employ E W Crocket to remove and replace the walkway around the post office due to deteriorating condition and safety concerns.”

This had been an ongoing problem and the money budgeted this year would only cover most urgent repairs to the area around the pavilion.

Members resolved to unanimously approve the recommendation.

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

Cllr Baylis informed members that the grant to subsidise play equipment by 50% had been submitted.

Work is continuing on Millbrook Mead and a section which had been recently vandalised but temporarily repaired by our Groundsman would be the next

priority.

The old map at Bob's Corner has been removed and will be replaced once amendments have been approved. Councillors have until the end of May to outline any changes needed.

The commemorative benches have been formally 'opened' and a report has appeared in the Henley Standard.

11. Benson Parish Council Technology Committee:

a. To approve and sign the minutes of the Technology Committee Meeting held on Tuesday 4th April 2017. Members who were present were not quorate so this was deferred.

b. There is to be a follow-up meeting on Tuesday 2nd May at 7.30pm. Questions were raised about the continuing existence of the old website; can it be removed from searches? CJF to investigate.

CJF

12. Benson Neighbourhood Plan Steering Group

a. To receive a report from the Chairman of the Steering Group for April 2017

Draft Plan

The deadline for comments on the Pre-Submission (Draft) Plan has now passed with around 40 comments received from residents, developers and statutory bodies. We are currently collating the comments and will review them at our next meeting.

It will come as no surprise that we need to undertake further work to support the Edge Road, both in terms of providing evidence and continuing discussions with developers to ensure the Edge Road is provisioned.

DWH

We met with David Wilson Homes this month. They are anticipating submitting an Outline application for the BEN3/4 sites at the end of May.

Cllr Fowler explained that further work to support an Edge Road may involve engaging someone to do a Transport Study. Grant funding would be sourced for this.

13. Benson Parish Council Working Groups and Outside Bodies:

a. To receive an update from Cllr McCann – the final invoice has been re-issued and approved for payment by BUFC. We still await a copy of their accounts.

Cllr Baylis thanked Cllr McCann and the clerk for their input.

b. To receive any other reports. The Awards Committee met prior to the meeting; the chair requested suspension of standing orders in order to propose recommendations from the Committee.

Suspend Standing Orders: Members present unanimously resolved to suspend standing orders. Suspend Standing Orders.

Recommendation to Full Council: To award the Don Fletcher Community award to Mrs Delia Carsberg for looking after the various floral garden areas around the village.

Members unanimously resolved to accept the recommendation.

Recommendation to Full Council that Benson Youth Club be awarded the 2017 Bob Griffiths Trophy for their activity to highlight the plight of the Homeless.

Members unanimously resolved to accept the recommendation.

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

14. Benson Parish Council Chair:

- a. To receive a report from the Chair. The chair was not present at the meeting.
- b. To report on any items or issues brought forward. None to report.

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

16. Correspondence:

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

Post received for meeting Thursday 27th April 2017

Post/Emails Received	Action
1. OALC March Newsletter and updates sent 30.03.17	Noted
2. TV Alert – new Police and Crime Plan sent 30.03.17	Noted
3. SODC Media release - £1M investment for Berinsfield sent 30.03.17	Noted
4. SODC Links to Local Plan and evidence documents sent 03.04.17	Noted
5. Citizens Advice Headlines (March) sent 03.04.17	Noted
6. Oxfordshire Clinical Commissioning Group Consultation sent 03.04.17	Noted
7. Sue Ryder Grant thanks sent 04.04.17	Noted
8. Citizens Advice Grant Thanks sent 11.04.17	Noted
9. Public Consultation Results for David Wilson Homes sent 11.04.17	Noted
10. Land off St Helen's Appeal Date 2 nd May – cancelled sent 20.04.17	Noted
11.	Note
12. Resident's letter re BEN7 sent 20.04.17 Cllr Fowler will respond to the resident.	Action: CJF
13. Web enquiry re parking and congestion sent 20.04.17 To be referred to the next Recreation & Lands Meeting.	Action: CLK
14. Chalgrove Neighbourhood Development Plan consultation sent 25.04.17. Councillors to respond individually.	Action: ALL

- b. To review Parish Office Notes as detailed on attached list. None to review.

17. Finance:

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

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

- b. To consider Grant applications payable under powers from 1972 Local Government Act (s137) for the following:

- i. Berinsfield Information and Volunteer Centre (to support running costs) £150

The organisation is not based in Benson and there is no information regarding help given to Benson residents. **Action:** Clerk to contact and ask for information with regards to support within the Parish.

CLK

- ii. Friends of Benson School (advancement of music teaching) £1500

It was felt strongly that the Education Authority has a responsibility to provide funding to schools (CPB) but after some discussion, it was resolved to award a partial grant of £1000. This was agreed unanimously but in return for an activity/activities at the Millstream Day Centre on acquisition of the instruments etc.

- iii. Oxfordshire Scouts (Trip to Kenya - use of main hall for a barn dance) £123
Council unanimously resolved to approve the grant.

- c. To sign cheques as detailed on the following list.

Date of Invoice	Organisation/ Individual	Description	Cheque Number	Amount
27/04/2017	GM Stock	April salary	506201	70.30
12/04/2017	Grundon	March waste collection	506202	96.70
27/04/2017	OCC	April Pension	506203	1065.24
15/02/2017	Executive Security Locksmiths	Autoclosers for PH doors	506204	2235.98
24/04/2017	Benson Bulletin	Advert for APM	506205	16.10
19/04/2017	Tom Cottrell	Tree work, Sunnyside	506206	252.00
04/04/2017	SODC	PH premises licence	506207	180
23/03/2017	SODC	Dog bin emptying	506208	163.26
31/03/2017	Clarity	Photocopier usage	506209	299.16
06/04/2017	Clearview	March window cleaning	506210	140.00
03/04/2017	Cathedral Leasing	Hygiene Services	506211	433.66
01/04/2017	Lockton	Youth Club insurance	Already paid	95.93
01/04/2017	Oxfordshire Youth	Youth Club affiliation	Already paid	80.00
30/2/2017	Donovan Bros	PH cleaning sundries	506212	209.85

27/04/2017	Aiden Pugh	Cleaner salary	506214	333.16
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To approve Bank Payments

Date of Invoice	Organisation/ Individual	Description	Cheque Number	Amount
27/04/2017	Coop Bank	April Salaries	tfr	4102.59
23/03/2017	HMRC	March Paye and NI	tfr	740.13
23/03/2017	Coop Bank	Groundsman mileage	tfr	34.65

To approve Direct Debits/ Standing Orders

Date of Invoice	Organisation/ Individual	Description	Date of DD	Amount
03/04/2017	British Gas	Elec PV 28/12-31/03/2017	24/04/2017	883.90
21/03/2017	British Gas	Elec PH 19/12-18/3/17	07/04/2017	982.00
07/04/2017	British Gas	Elec College Farm 8/3-2/4/17	28/04/2017	6.09
20/03/2017	BT	Office phone 19/3-17/6/17	28/03/2017	115.93
14/03/2017	SODC	Business rates YH	monthly	161.00
14/03/2017	SODC	Business rates PV	monthly	123.00
14/03/2017	SODC	Business rates PH	monthly	757.00

To approve Barclaycard Payments

Date of Invoice	Organisation/ Individual	Description	Date of DD	Amount
21/03/2017	e-receptionist	Emergency call forwarding service	04/04/2017	9.00
13/03/2017	Screwfix	Emergency LED light	04/04/2017	33.34
13/03/2017	Amazon	Chalk paint for dog mess initiative	04/04/2017	62.93
14/03/2017	Post Office	100 2 nd class stamps	04/04/2017	55.00

18. Questions to the Chairman: there were no questions

19. Items for Councillors to note:

Cllr F Lovesey thanked those concerned for the opportunity to be a judge at the

recent Dog Show.

20. To confirm the date of the next council meeting. Annual Parish Meeting Thursday 11th May 2017

21. Dates of Next Meetings:

- a. Technology Meeting 2nd May 2017 (7.30pm)
- b. Annual Parish Meeting Thursday 11th May 2017
- c. Finance Meeting Tuesday 16th May 2017 (Year End)
- d. Halls Meeting Wednesday 24th May 2017
- e. Annual Statutory Meeting Thursday 25th May 2017
- f. Recreation and Lands Meeting Thursday 8th June 2017.
- g. Planning Meetings (to be notified).

Parish Clerk
2nd May 2017


Dianne Brooks