

# HARPSDEN PARISH COUNCIL

Minutes of the Council Meeting held at Harpsden Village Hall

on

Monday 17<sup>th</sup> March 2014

Present: Mr Kester George (KG) Chairman  
Mrs Odette Moss (OM)  
Mr Malcolm Plews (MP)  
Mr Nick Young (NY)  
Mr David Bartholomew (DB) OCC Councillor

In attendance: Mrs Sarah Tipple (ST) Clerk

Parishioners: Mr David Chenery, Mrs Mollie Jeffery, Miss Catherine Rubinstein,  
Mr Tony Wright, Mr Richard Wilson,

**2439 Welcomes and apologies:** There were apologies from Cllr Robin Dorkings and SODC Cllr Rob Simister (RS).

**2440 Declarations of interests:** KG, OM and NY in respect of their houses in Harpsden.

**2441 Minutes of 20<sup>th</sup> January 2014:** The minutes were approved and signed as a correct record.

**2442 Matters arising:**

**2428** 2424.iii OM reported that the contract to rebuild Townlands Hospital had still not been signed off although the expectation was that this was imminent.

**2428** 2416: ST had thanked Mr David Chenery for instigating the speed and traffic survey of Gillotts Lane.

**2429** OM clarified that in fact 495 replies to the Vision and Objectives questionnaire had been received from the general public, not 200 as was reported in the minutes.

**2431.ii** ST had confirmed to OCC that the installation of street lighting in the village was considered unnecessary unless the outcome of the NP dictated having a traffic calming scheme, particularly down Gillotts Lane, at which point street lighting might have to be considered.

**2433** ST had sent KG's reply on behalf of Harpsden Parish Council to David Buckle regarding the Community Governance Review of the Parish Boundaries.

**2436.iv** ST had submitted the precept request for 2014 – 15 and it had been approved by SODC.

**2437.i** ST had been unsuccessful in finding out who had put the tyres in the wooded area of the field. No more tyres or other rubbish had been reported.

**2437.ii** ST had received assurance from the Forestry Commission that damage that impeded footpaths in Crowsley Woods caused by recent tree felling had been made good, although OM reported that the winter storms had caused yet more damage.

**2443 Progress at Joint Neighbourhood Plan (NP) Working Groups:**

Whilst agreement on the location of about 200 dwellings in the neighbourhood plan area had been broadly reached, there was disagreement about the remaining 200 - 250. A Housing Working Group meeting was scheduled for Wednesday at which it was hoped allocations would be finalised. It was agreed that if houses were allocated to Highlands Farm or Tree Tops, the issues faced by Gillotts Lane had to be addressed by rebuilding the lane along its whole length and by inserting a kerb on the right hand side going down the hill at the very least. Mr Chenery asked for this proposal to be tabled at the next Traffic Working Group Meeting. Other mitigation measures could be achieved by making the road 'access only', or one-way going up the hill whilst carefully monitoring the speed

limit. It was noted, however, that if the road was made easier to navigate, more drivers would be tempted to use it. Mr Chenery insisted that Gillotts Lane was in essence a rural lane with no street lighting and the residents wished it to remain that way.

**2444 Community Governance Review of Parish Boundaries**

SODC had published the formal draft proposals for parish boundary changes on 20<sup>th</sup> February and was now seeking councils' representations. After discussion it was agreed that the proposals to move Gillotts Academy and its grounds into Henley and to move the built-up area immediately adjacent to Lower Shiplake into Shiplake parish were sensible. The resulting loss of houses, however, could potentially be destructive to the viability of Harpsden parish and should be compensated by moving the boundary with Henley to the middle of Rotherfield Road, to include houses on the south side of the road in Harpsden, and to move the boundary with Shiplake to include all the houses on the east side of Woodlands Road in Harpsden. As a resident of Woodlands Road, Mr Wright supported this proposal and agreed to write a letter to Mr Buckle to this effect. **Action: KG and Mr Wright to write to Mr Buckle of SODC.**

**2445 Oxfordshire County Councillor's Report**

DB's report is attached to these minutes at Appendix 1. In matters more specific to Harpsden and its immediate environs he mentioned that he and John Howell MP had urged the Secretary of State to call in the approval by the Council's planning committee of an application by Lafarge to extend the Caversham quarry. Also in light of recent flooding, Reading Borough Council and Reading MP Rob Wilson were supporting the building of a third Reading bridge and were pushing it further up the political agenda, whilst the current OCC and SODC position was that a bridge without supporting infrastructure would simply move traffic from Reading into South Oxfordshire with the A4155 and B481 suffering in particular. DB was seeking the views of the parish councils he represented and whilst 1 parish council was in support of a third bridge, 6 were not. It was agreed that KG would send an email to John Howell MP expressing Harpsden Parish Council's disagreement with the proposal of the third bridge and he would also request DB's presence at the next summit meeting in June to enable him to put forward the views of the affected parish councils. DB also announced that there was a new, albeit much smaller Councillor Community Budget for next year.

**2446 Highways and Footpaths:**

OM tabled several photos showing the severity of potholes along Gillotts Lane. ST had already reported two particularly bad ones outside Mrs Bottjer's driveway. KG suggested sending the photos to Henley police and to OCC.

**2447 South Oxfordshire District Councillor's Report:**

RS had sent his report by email to ST and it is attached at Appendix 2. ST agreed to add the information about 'Smartwater', a brand of forensic marking fluid containing microscopic particles that made up an individual property identification code, to the parish council's website. The liquid was invisible to the naked eye but glowed green under ultraviolet light and could be painted onto valuable items.

**2448 Possible extension to AONB:** Cllr Roger Head of Shiplake Parish Council had arranged a further meeting with KG and Cllr Lis Ransom of Binfield Heath Parish Council to discuss a possible extension to the AONB to include land at Shiplake Farm. KG would report back.

**2449 Review of Risk Assessment and Review of Financial and Non-Financial Controls**

ST had previously circulated this document and highlighted the main changes and actions since its approval and adoption in November 2012. KG proposed approving the review, which was seconded by MP. After a unanimous show of hands it was resolved to approve the Review document.

**2450 Planning Matters**

**2450.i SODC Decisions**

**P13/S2737/HH**

Garden House, Bolney Road, Lower Shiplake, RG9 3NR

Demolition of existing garage. Erection of a new estate office and renovation of existing dovecote building. PLANNING PERMISSION GRANTED.

**2450.ii Outstanding Applications and Appeals**

**P14/s0466/FUL**

Land at Highlands Farm

Erection of temporary structures for filming purposes NO OBJECTION

**2451 Financial Matters**

**2451.i Bank Balances and Reconciliations**

Community Account: £240

*Grant of £240 for speed and traffic surveys had now been invoiced by OCC and was in the payments for approval*

Business Saver Account: £3,442.21

ST had previously circulated by email the bank reconciliations for the two months to 21<sup>st</sup> February 2014 for the Community and Business Saver Accounts and both were now approved by Councillors and signed by the Chairman. They are attached to the minutes at Appendix 3 and 4.

**2451.ii Approval of Payments**

ST tabled the following payments for approval:

<u>Item</u>	<u>Amount</u>	<u>Power</u>
OCC Traffic Survey	£240.00	From OCC grant
BFWG – re V. Rubinstein funeral	£25.00	Section 137
OALC	£133.07	
Clerk’s salary and expenses	£967.79	
Clerk’s PAYE	£232.50	

The payments were authorised by a resolution of the Council and signed by the Chairman and are attached at Appendix 5. The Section 137 payment to BFWG in memory of former Parish Council Chairman was proposed by Cllr Moss and seconded by Cllr Plews and carried unanimously.

**2451.iii Budget vs Actual Expenditure:** This was circulated by ST and approved by Council and is attached to these minutes at Appendix 6. She explained that the Council had been over-budget by about £1,000 which had been mainly due to her increased salary for the period of the Neighbourhood Plan.

**2452 Plans for APM**

It was agreed that parishioners attending the APM would be interested in a report on the progress of the Neighbourhood Plan followed by a question and answer session. KG would ask Matthew Kinghan of Nexus Planning, the Plan’s facilitators, if he would be available and willing to speak at the APM on 30<sup>th</sup> April. **Action: KG**

**2453 AOB**

There was no other business.

**2454 Dates of next meetings:**

- APM: Wednesday 30<sup>th</sup> April 2014 7pm
- Monday 19<sup>th</sup> May 2014 at 7.45pm
- Monday 28<sup>th</sup> July 2014 at 7.45pm
- Monday 15<sup>th</sup> September 2014 at 7.45pm
- Monday 17<sup>th</sup> November 2014 at 7.45pm

**Approved:..... Date: .....**  
**Kester George, Chairman**