

# HARPSDEN PARISH COUNCIL

## Minutes of a Meeting of the Council held at Harpsden Village Hall on Monday 25<sup>th</sup> January 2016

Present:	Cllr Kester George (KG)	Chairman
	Cllr Malcolm Plews (MP)	
	Cllr Robin Dorkings (RD)	
	Cllr Tony Wright (TW)	
	Cllr Catherine Rubinstein (CR)	
	Cllr David Bartholomew (DB)	OCC Councillor
	Cllr Paul Harrison (PH)	SODC Councillor
In attendance:	Mrs Sarah Tipple (ST)	Clerk

**2591 Welcomes and Apologies:** There were no apologies.

**2592 Declarations of pecuniary interests and/or requests for dispensations from Members regarding any item on this agenda:** There were none.

**2593 Approval of Minutes of last Council Meeting on 30<sup>th</sup> September 2015:** The minutes were approved and signed as a correct record.

**2594 Matters arising:**

**2582:** ST had been given six 'Reduce Your Speed' signs from OCC and would erect them at appropriate places in the village. **Action: ST**

**2595 Oxfordshire County Councillor's Report:** David Bartholomew's full report is attached to these minutes at Appendix 1. OCC had received details of future grant funding from central Government and the levels were even worse than had been feared. OCC would have to make a further £20m of savings on top of the £50m already planned over the next four years. To achieve these savings, no area of the Council could be exempt other than those where there was a statutory obligation to provide for the most vulnerable in the county. Other areas would suffer disproportionately and this would necessitate some very difficult and controversial decisions. In matters more specific to Harpsden, the costs to implement a blanket 20mph speed limit in Shiplate had now been approved by their Parish Council and the signs would be erected in the coming months. With regard to the Oakley Wood Household Waste Recycling Centre, OCC officers had recommended that a reduction in the number of HWRCs should not happen until further analysis had taken place. This meant that Oakley Wood was safe in the medium-term at least. In other matters, DB had expressed concern about the quality of workmanship in reinstating the trench dug across the A4155 during work at Chelford House near the War Memorial. The repair had failed twice but following intervention by DB and the Area Steward, a third, more robust, repair had been carried out.

**2595 South Oxfordshire District Councillor's Report:** Paul Harrison's full report is attached to these minutes at Appendix 2. He was pleased to report that South Oxfordshire and

the Vale continued to enjoy excellent recycling rates, coming first and second respectively in the country. The other main news was the announcement that the two decisions to grant appeals by two large building firms against SODC's refusal of planning permission for development at Chinnor were going to be challenged in the High Court. SODC believed that the Inspector who had heard the original appeals had not taken full account of the impact of the two developments on the community. With regards to Thames Farm, PH had not heard when the Appeal Court hearing would take place. If the appeal decision was quashed, the inquiry would have to be heard again by another inspector, but SODC was in a financially strong enough position to be able to put up a robust defence. PH stressed that it was important for the Neighbourhood Plan to be voted in at the referendum in March as this would put SODC in a greater position of strength to oppose any unwelcome development.

**2596 Neighbourhood Plan (NP)** The NP referendum would take place on Thursday 10<sup>th</sup> March. KG and ST had been advised by SODC that once the Notice of Election had been distributed, Councillors would not be allowed to influence the electorate to vote either for or against the NP. It was agreed therefore that KG would write to the Henley Standard immediately to encourage Harpsden residents to vote in favour of the NP. ST would follow this up with an email to the many Harpsden residents whose email addresses she had, before the period of purdah began.

## **2597 Planning Matters**

### **2597.i SODC Decisions**

#### **P15/S3359/FUL**

Little Hill Cottage, Harpsden Bottom, Harpsden RG9 4HR

Demolition of existing house and erection of new 2 storey house and outbuilding

**Planning permission granted**

#### **P15/S3756/HH**

Bellehatch Farm, Harpsden RG9 4AP

Repairs and rebuilding of unsafe piers and walls, demolition of twentieth century walls and piers, building new matching piers and walls with new gates

**Planning permission granted**

### **2597.ii Outstanding Applications and Appeals:**

#### **P15/S3491/HH**

Yew Tree Cottage, Harpsden Bottom RG9 4HS

Erection of oak framed garage

**No objection**

#### **P15/S3874/HH**

Crowsley Park Lodge, Harpsden Bottom, RG9 4JD

Erection of single storey and 2 storey side extensions with alterations to fenestrations

**No objection**

**P15/S3869/LB**

Hunts Farm Cottage, Harpsden Bottom, RG9 4HY

Replace windows, remove existing wall and 1950s stud partition and low ceiling from existing kitchen. Paint windows, doors, soffits and fascias. Insert rooflight in existing roof, rebed existing ridge and hip tiles, repair existing roof.

**Strong objection to inserting rooflight in existing roof, otherwise no objection.**

**P15/S3812/HH**

Hunts Farm Cottage, Harpsden Bottom, RG9 4HY

Construction of patio at side and rear of existing house including retaining wall structure and garden steps.

**No objection.**

**P16/S0077/O**

Highlands Farm, Highlands Lane, Rotherfield Greys, RG9 4PR

Outline planning application to demolish existing buildings and develop up to 170 dwellings along with up to 2,000m2 employment space, a Community Hub, public open space, sustainable urban drainage, earthworks, structural planting, substations and associated infrastructure

**As the documentation had not been received yet, this would be discussed on a separate occasion. The parish council would insist on a planning condition being that any CIL money would be used to make improvements to Gillotts Lane.**

**Bremont Watches – land adjacent to Sheephouse Farm**

Despite the Parish Council’s objection to the proposed scheme at Sheephouse Farm, the architects had requested an opportunity to make a presentation to the full Council. ST would arrange. **Action: ST**

**2598 Financial Matters**

**2598.i Bank Balances and Reconciliations**

Community Account: £281.52

Business Saver Account: £5,491.62

ST had previously circulated by email the bank reconciliations for the month to 21<sup>st</sup> December 2015 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.

**2598.ii Approval of Payments**

ST tabled the following payments for approval:

<u>Item</u>	<u>Amount</u>	<u>Power</u>
John Hodges Trust – room hire	£320.00	
Chilterns Conservation Board	£25.00	Section 137
Woodland Trust donation	£300.00	Section 137
Harpsden PCC – cemetery upkeep	£300.00	War Memorials Act 1923 s. 1; Local Govt Act 1948 s. 133
CAB donation	£50.00	LGA 1972 s. 142 power to provide information.

The payments were authorised by a resolution of the Council and signed by the Chairman and are attached at Appendix 4. The Section 137 payments to the Chiltern Conservation Board and the Woodland Trust were proposed by KG, seconded by MP and carried unanimously.

**2598.iii Budget vs Actual Expenditure:** This was circulated by ST and approved by Council and is attached to these minutes at Appendix 5.

**2598.iv Clerk's salary review:** After ascertaining what clerks in parishes of a similar size were paid and in light of the complexity during the coming year of some substantial planning applications, it was agreed to award the Clerk a pay rise of roughly 10% to £3,600. This was proposed by KG, seconded by TW and carried unanimously.

**2598.v Budget 2016-17 and Precept:** ST had previously circulated a proposed budget for the next financial year. She explained that most costs and donations would remain at similar levels to the current year although the new internal auditor was £50 more expensive, her expenses were likely to increase slightly, and there would need to be some expenditure on the website to comply with the new Transparency Code. KG said that his expenses were not likely to reach £200 and a figure of £150 was more appropriate. He proposed increasing the donation to the upkeep of the cemetery to £500, as long as the John Hodges Trust agreed to match the Parish Council's donation. With a budget of £6,260 for the coming year, it was agreed that a precept of £6,000 should be requested from SODC. MP proposed approving and accepting the revised budget, it was seconded by RD and carried unanimously. A copy is attached at Appendix 6.

**2599 Review of Financial Regulations:** ST had previously circulated by email the Financial Regulations. The only change was in clause 6.1 where payment by BACS had been added. The two signature rule would still apply to cheque payments and all cheque stubs and invoices would still need to be initialed by two Councillors. Whilst the BACS payment only required the Clerk's password, as the amounts were so relatively small, this was not considered to be a risk.

## **2600 AOB**

**2600.i:** KG drew Councillors attention to a controversial planning application at the end of Rotherfield Road where the resident of no 52 was seeking permission to build a 5 bedroom house in what he claimed was his garden, but which had until recently been agricultural land within Lucy's Farm. There could be a detrimental impact on the view to and from the AONB on the golf club side of the Harpsden valley road.

**2600.ii:** MP reported that the plans to move the Golf Club's clubhouse to the top of Chalk Hill were progressing well but that the road access remained a problem. CR expressed concern that drainage would pose a problem as debris from any excavation and building work would be channeled down Chalk Hill and could be dangerous to road users and unpleasant for local residents. The pre-application had been favourably received by SODC although they would insist on protecting the trees at the top of Chalk Hill. The developers and the club wanted to consult with the Parish Council, with Henley Town Council and with the Chilterns Conservation Board in the next six months and it was agreed that they should be invited to present at Harpsden's APM in April. **Action: MP to ask Golf Club if they would like to make a presentation at the APM.**

**2600.iii:** Beryl Guiver had been replaced as SODC's Senior Planning Officer by Charlotte Colver, the daughter of Ann Cottingham, a Harpsden resident.

**2600.iv:** ST had been asked by the Office of Her Majesty's Lord-Lieutenant of Oxfordshire if Harpsden was planning any activity to celebrate the 90<sup>th</sup> birthday celebrations of Her Majesty the Queen over the weekend of 11<sup>th</sup> and 12<sup>th</sup> June. As this was only one week before the planned date of the Harpsden Fete, ST agreed to ask the fete organisers if they would consider moving the date of the Fete to coincide with these celebrations. **Action: ST**

**2601 Dates of next meetings:**

Monday 21<sup>st</sup> March 2016 7.45pm  
Wednesday 13<sup>th</sup> April 2016 APM – 7pm  
Monday 16<sup>th</sup> May 2016 7.45pm  
Monday 18<sup>th</sup> July 2016 7.45pm  
Monday 19<sup>th</sup> September 2016 7.45pm  
Monday 21<sup>st</sup> November 2016 7.45pm

**Approved:..... Date: 21<sup>st</sup> March 2016**  
**Kester George, Chairman**