

HARPSDEN PARISH COUNCIL
Minutes of the Meeting held at Harpsden Village Hall
on
Monday 19th November 2012

Present:	Mr Kester George (KG)	Chairman
	Mrs Odette Moss (OM)	
	Mr Malcolm Plews (MP)	
	Mrs Karen Tross Youle (KTY) (from 8.40pm)	
	Mr Robin Dorkings (RD)	
	Dr Peter Skolar (PS)	County Councillor
	Mr Rob Simister (RS) (from 8.30pm)	SODC Councillor
Residents:	Mrs Vivienne Rubinstein	Parishioner
	Mrs Elizabeth Green	Parishioner
	Mr Paul Foxley	Parishioner
	Mr Ben Pontin	Parishioner
In attendance:	Mrs Sarah Tipple (ST)	Clerk

2316 Welcomes and apologies: KG welcomed Councillors to the meeting. There were apologies from KTY who was delayed in traffic. She arrived at 8.40pm.

2317 Declarations of interests: KG, OM, RD, PS, RS in respect of their houses in Harpsden and KTY in respect of her house and adjoining field in Harpsden.

2318 Approval and Adoption of Standing Orders and Financial Regulations: As KTY had been delayed, it was decided to delay this item to the end of the meeting.

2319 Minutes of 17th September 2012: The minutes were approved and signed as a correct record.

2320 Matters arising:

2306 OM reiterated that the installation of traffic lights would be detrimental to Gillotts Lane.

2308 KG had not yet had the opportunity to ask Mr Lewis to cut back his hedge to improve the sight-line at the bottom of Gillotts Lane. **Action: KG**

2313 KG submitted his expenses for approval at the next meeting.

2321 Decision on Harpsden joining Henley's Neighbourhood Plan: Malcolm Leonard had maintained at the well-attended Parish Meeting held on Monday 12th November 2012, that Harpsden had a full mandate to join Henley's Neighbourhood Plan (NP) unless anyone had any objections at this evening's meeting. KG felt that Henley had been generous to offer the terms outlined in the Memorandum of Understanding (MoU). OM circulated some suggested changes to the MoU which included a specific item insisting on an Environmental Impact Survey of each site and modifications stating that Harpsden representatives on the individual working parties should have equal voting rights as Henley representatives. OM was reminded that Harpsden had already been assured of equal voting rights and that specific site allocation would be decided by the appropriate working group. Ideally these groups would include residents, as well as Parish Councillors and it was encouraging to note that several volunteers had put their names forward at the meeting. Invited to give her opinion Mrs Rubinstein thought the MoU inadequate mainly because it did not insist on each site in the SODC's Allocation paper being subjected to an environmental impact study but she had not realised that this was to be part of the study of sustainability in the NP. The

reply slips received from the Parish Meeting had all been in favour of Harpsden joining Henley's NP with the exception of one resident who had since withdrawn his objection. It was therefore agreed to join Henley's NP in principle subject to amending and agreeing a revised MoU. KG agreed to redraft the MoU and circulate it to Councillors for approval prior to submitting to Dieter Hinke. Should HPC decide to join Henley's NP, Council would then invoke its power granted under Standing Order no 32 to suspend Standing Order no 11 in relation to reversing decisions of the Council within six months.

2322 Oxfordshire County Councillor's Report:

- i: PS reported that after the May elections, he would no longer represent Harpsden at OCC. Following the boundary changes, he would now become the Benson representative. KG expressed regret and thanked PS for his valuable contributions to the Parish Council. Harpsden's new representative was likely to be a Mr David Bartholomew, who, like PS, lived in Shiplake.
- ii. Road signs in the area had been cleaned.
- iii. The developers of the new Townlands Hospital had been granted planning permission for the new hospital but they themselves had not yet given a right of way across their site for the use of the care home that was due to move to part of the Townlands site from Chilterns End. Without this right of access this move would not be practicable, which posed a potential problem for Henley and the NP as the land at the Chilterns End site had already been earmarked to accommodate some of Henley's new housing.
- iv. PS reported that there were no funds at OCC to improve the state of the roads in Henley and Harpsden but Mr Rodney Rose, the County's Cabinet member for Transport, had offered to walk around the problem areas of Gillotts Lane and Greys Road to see how serious the situation had become.
- v. Grants to local government had been cut which would necessitate substantial cuts in services.
- vi. A Social Services consultation regarding changes to day care services to the elderly was now out.
- vii. OCC was introducing yellow flashing lights on roads at all schools in the County, with a 20mph enforceable speed limit at school entrances. The 20mph had previously been unenforceable.
- viii. Shiplake Parish Council was considering installing a cycle path from Shiplake to Henley which would have to run through Harpsden. PS stated that a similar length cycle path from Eynsham to Kidlington had cost in the region of £4m.

2323 Highways and Footpaths: Subsumed above.

2324 South Oxfordshire District Councillor's Report

- i. RS apologised for his late arrival
- ii. SODC's internal audit team had offered their services to local parish councils. He would give KG their details in order to obtain a quote. **Action: RS**
- iii. SODC had managed to recover most of the money it had lost after the collapse of the Icelandic banks.
- iv. The CCTV monitoring scheme had proved very successful.
- v. SODC had again achieved one of the best recycling rates in the country.
- vi. SODC was seeking the opinion of all parish councils on the proposed changes to District Ward boundaries. The Commission's proposal was for Harpsden to join Sonning Common but KG suggested that Harpsden had much more in common with Shiplake and should remain in the revised Shiplake ward. This was agreed unanimously and KG would write to the Boundary Commission to let them know HPC's view. RS would supply him with the appropriate address and the main details of the Commission's recommendation. **Action RS/KG**

vii. The Core Strategy needed to be ratified in early December and RS was of the opinion that it would go forward. KG repeated what had been agreed in item 2321 for the benefit of RS and KTY who had arrived late.

2325 Planning Matters:

i. **SODC Decisions:** there had been no decisions since the last meeting.

ii. **Outstanding Applications:**

P12/S2137/FUL Hardy Cottage, Harpsden RG9 4HJ Demolition of existing double garage and erection of a new 4 bedroom (since amended by drawing no 208/01D to a 3 bedroom) detached house with surface car parking and a new garage for Hardy Cottage.
HPC had objected to the first application after a site visit by KG, RD and MP on the grounds of the house being too large for the plot. A second application had been submitted, this time for a slightly smaller property with a partially reduced roof height. KG had discussed the revised plans with the owner of the adjacent property (Willow Cottage), who convinced him that the revisions to the first application were insignificant, and since time was short, KG had sent SODC (Peter Brampton) an email maintaining the Council's objection. OM, who declared an interest, in that the would-be developer was her own son, begged to differ, and received support from Mrs Rubinstein, so KG agreed to make a second site visit the following morning together with MP and KTY and to report the outcome to SODC.

Action: KG

2326 Financial Matters

i **Bank Balances and Reconciliations**

Community Account: £0.00 Business Saver Account: £6,509.40

ST circulated the bank reconciliations for two months to 19th October 2012 for the Community Account and for the Business Saver and both were approved by Council and initialled by the Chairman. They are attached to the minutes at Appendix 1, 2, 3 and 4.

ii **Approval of Payments**

ST tabled the following payments for approval

<u>Item</u>	<u>Amount</u>	<u>Power</u>
Map and picture framing	£124.00	Local Government Act 1972
BDO External Audit	£144.00	
Citizen's Advice Bureau	£40.00	Local Government Act 1972
RBL Poppy Appeal	£25.00	Parish Councils and Burial Authorities Act 1970
M. Hooker – flag raising	£50.00	Highways Act 1980
Clerk's salary	£400.00	
HMRC re Clerk's PAYE	£100.00	
Clerk's expenses	£76.93	Donation to postmen for distributing Parish fliers: S-137 payment £40.00

The payments were authorised by a resolution of the Council and initialled by the Chairman and are attached at Appendix 5.

iii. **Budget vs Actual Expenditure:** This was circulated by ST and approved by Council and is attached to these minutes at Appendix 6. ST also circulated a proposed budget for 2013-14 and drew Councillors' attention to any significant changes. She was grateful to the Council for the increase in her salary which had been discussed and agreed by email prior to the meeting. The Clerk's expenses were likely to increase as she used her own printer rather than outsourcing to Higgs. External audit fees were no longer collected from parishes whose turnover was less than £10,000. Other items were expected to remain in line with

the previous year's budget. Councillors were minded to agree the budget which could be ratified in January when the Tax Rate values could be calculated.

2327 Approval and Adoption of Standing Orders and Financial Regulations: ST had previously circulated by email the Model Standing Orders and Financial Regulations which she had adapted for HPC. Councillors had been given sufficient time to read and consider them and both documents were approved and adopted.

2328 AOB

- i ST had asked KTY to give feedback to OxOnline about rural broadband speeds.
- ii. KG suggested that the proposed model Clerk's contract was too onerous and a simple letter would suffice. ST agreed and would let KG know the provisions she would like included. **Action: ST/KG**

2329 Date of next meeting: Monday 21st January 2013 at 7.45pm in the Committee Room of Harpsden Village Hall.

Dates for next year:

- Monday 21st January 2013**
- Monday 18th March 2013**
- APM: Wednesday 17th April 2013 (provisional date)**
- AGM: Monday 20th May 2013**
- Monday 15th July 2013**
- Monday 16th September 2013**
- Monday 18th November 2013**

Approved:.....

Kester George, Chairman

Date: