

Minutes of the meeting of Nettlebed Parish Council
Held on **Wednesday 9th January 2019 at 7.30 pm**
at the Village Club High Street, Nettlebed

- Present:** Chairman: Wendy Ayre-Tilbury (WAT)
Co-Vice Chairman: Mrs Barbara Lewis (BL)
Co-Vice Chairman: Geoff Bond (GB)
Councillors: Norman Gibson (NG), Malcolm Lewis (ML), David Nimmo-Smith (SODC)
- In attendance:** Parish Clerk: Jo Pugh (JP)
- Also present:** 4 member(s) of the public

MINUTES

2019 MEETING DATES

Jan 9th, Mar 6th, May 8th (annual meeting), July 3rd, Sept 4th, Nov, 13th Thursday
Saturday, 13th April (Annual Parish Meeting)

- 121/18 Apologies for absence
Apologies received from Steve Harrod
Cllr Bond arrived at 8.30pm
- 122/18 Declaration of interests
There were none
- 123/18 To approve the minutes of the Parish Council meeting held on 14th November 2018
It was confirmed that the minutes of the meeting held on 14th November 2018 were a true representation of the meeting and signed by the Chairman (WAT).
Cllr. BL was presented with a card and gift in recognition for her service, over 20 years to the Parish Council.
- 124/18 Public Question Time
To allow members of the public to ask questions and address the Chairman. (It should be noted that the time allocated for the public session is a total of 10 minutes for all those wishing to speak..

A member of the public raised a concern about the signs installed at Joyce Grove were just a permissive right and not a public access established – BL responded and will contact Jonathan Beale (Pathways) and Tom Wyatt (Planning Officer, SODC) for clarification.

Another question was raised – what discussions if any have been had with Sue Ryder and NPC regarding development within the Joyce Grove grounds – BL responded that during the Steering Group meeting (July 2018) putting a small number of houses, or even building a purpose built hospice was ruled out. DNS added that on page 96 of the Local Plan (2034) – H6 specifically about Joyce Grove – it would not be suitable for new build housing. However, DNS also added that on Borough Court grounds (also a hospice type building, grade II listed) there are now a number of new builds within the grounds, so a precedent may have been set.

It was reported that the lamp has gone out at the bottom of The Ridgeway Outside No. 25 – NPC advised that once OCC have enough repairs to do within the area they will do all at the same time – JP to report on FixMyStreet.

A member of the public expressed concern about a leaflet received from 'Nextdoor Nettlebed' – NPC advised this has previously been reported to PCO Janice Smith, Mark Bell at HenleyNHPT and to the National Fraud Intelligence Bureau – Phishing Scams. The most recent leafleting was also reported. The member of the public who's name was on the leaflet is aware and will be looking into this herself. NPC would like to remind people not to give out any personal details unless absolutely sure it is legitimate. Two members of the public advised that they both use Nextdoor and find it very useful and not a scam – perhaps more useful in an urban area than in Nettlebed where the Community website and Facebook serve us well.

125/18 To receive reports from SODC and OCC Councillors

[SODC – Nov & Dec reports](#) are available on the Parish Council website

[OCC – Nov & Dec reports](#) are available on the Parish Council website

DNS advised The SODC Local Plan is signed off with proposals and now in consultation from 7th January – mid February. There will be 2 public drop in sessions near Nettlebed, to talk through the implications of the Local plan and it was encouraged that people see the proposals. Henley Town Hall – Saturday 19 January, 10am – 2pm and Wallingford, Ridgeway Community Church – Saturday 2 February, 10am – 2pm The plan will be then reviewed with any feedback and the intention is that the plan will be adopted by the end of year.

SODC are going through their Budget cycle and would be put forward for a likely increase of £5 per band D house roughly 4%.

ML raised that The County is very active in incineration and needs more waste to incinerate and is baffled that this is not counted as recycling.

126/18 To receive reports from Neighbourhood Watch & Police

There were no major incidents reported by TVP in December.

Sergeant Neil Anns i/c Henley District has been succeeded by Sgt. Vicky Hoskins. The community officers for twenty villages in the Henley District (excluding Henley town) have been reduced to one constable and two PCSOs.

A resident reported that a pensioner neighbour had received a call from an organisation purporting to be the TV Licencing Agency saying she had not paid her licence fee and unless paid by return the debt would be put out for collection. Fortunately, she took no such action suspecting a scam. TVP were contacted who confirmed this was a scam and referring us to the Police website Action Fraud. Here it was reported that 5000 complaints had been received nationally about this con. Residents are reminded never to give bank account details to any caller over the telephone.

The [Henley Neighbourhood Policing Newsletters](#) are available on the Parish Council Website.

127/18 To receive report from Nettlebed & District Commons Conservators

[The NDCC report](#) is available on the Parish Council website.

ML has contacted NDCC asking how a share of the awarded funds will be allocated to Nettlebed.

128/18 To receive updates on Highways, Roads & Paths

SH requested a list of highway maintenance required in Nettlebed to be sent to him – sent on 31/12/18..

Path report: The field which NE21 runs through has been ploughed and cropped and the right of way line has not been re-established – JP to contact Nettlebed Estate.

Road resurfacing

The temporary works scheduled for late January will involve planning approx. 100 m2 of carriageway to a depth of 50 mm and laying by hand a new surface course.

Further works are due later in the Spring, this will involve planning out approx 1000 m2 of existing carriageway to a max depth of 200mm and then machine laying both binder and surface courses (10mm Superflex). - JP to advise Highways that the height of the pavement in some places is nil.

The levels of both the carriageway and footway will remain the same. Given the type of traffic that uses the High Street combined with the close proximity of some properties to the edge of the carriageway some 'storm water spray' is inevitable.

129/18 Community Recreation and Amenities

a) Nettlebed School & Community Centre (NSCC) – to receive report
BL reported that, following the handover in November of her roles of Bookings Secretary and Treasurer for the NSCC to the new member of the School Office team (Lucy Beirne), some aspects of the hire procedure are still to be clarified.

b) Transport – to receive report - NG

Nothing to report – we're very lucky, the bus service is excellent. There is no indication that they will change it for any reason. Oxford to Reading service. JP to put up timetables on NNN

c) Allotments – to discuss and agree allotment rental costs for 2019/20

It was resolved to increase the allotment rent from £12 p/a to £15 p/a (full plot) £7.50 p/a (half plot) from April 2019. JP has received a quote of £100 to remove the stacked Harris fencing near plot 4/7. JP to contact previous tenant responsible for installing the fencing and request that it is removed. JP to obtain quote for digging up and stacking fencing from John O'Connor.

It was **resolved** to **go ahead** with £100 collection cost if previous tenant cannot remove the fencing.

d) Children's Playground – to discuss and agree costs

Clearing of moss and build up of leaves and dirt in the playground – two quotes were received

1) £250 + VAT, 2) £300 +VAT

It was **resolved** to accept quote from John O'Connor (£250 + VAT) to remove moss etc from playground area.

Replacement gate/posts/catches etc - three quotes were received

1) £745 2) £325 3) £350

It was **resolved** to accept quote from Bucks Fencing & Landscaping (£325) if Nettlebed Sawmill are unable to sponsor gate.

130/18 Grass Cutting discuss and agree contractor, scope of works and costs

Three quotations were requested, have received quotes from two suppliers only:

The current supplier, John O'Connor (£6.75 more per visit compared to 2018 - £224 vs £230.75)

Annual maintenance of the Priest Hill & Port Hill footpaths - £275

One off tidy of the area on the green - £175

The second quote, from Countrywide was £225 per cut, but not clear that the scope of work has been quoted for accurately. It was discussed and agreed that NPC are happy with the current supplier and that a three year contract be discussed and taken up if acceptable to John O'Connor.

Berinsfield Community Business was also contacted a number of times but has not responded. It was **resolved** to accept John O'Connor's three quotes for: grass cutting; Priest Hill & Port Hill footpath maintenance and the one-off tidy of the area on The Green.

131/18 Clerks Report

The Post Office Van will not be visiting from 7th Jan for at least one week – this news has been shared on NNN and FB.

The mechanical street sweeper cleaned the Nettlebed streets near the beginning of Dec.

The vegetation around the brick kiln has been cleared. Awaiting the full assessment of repairs - there are large buddleia roots that will re-grow if not poisoned. JP has sent photos to Estates dept at OCC with a request to 'kill' off the roots – both of these issues are with the Estates Team at OCC.

Following our report on FixMyStreet, the kerb stones around The Green have been repaired/replaced, but not satisfactorily, that has been put back on the list of Highway Maintenance required in Nettlebed and send to SH.

The drainage issue on Priest Hill between Priest Close and Elm's Way has been reported on FixMyStreet a couple of times – the report has been closed and passed on to another division – awaiting response. Meanwhile Councillor Geoff Bond dug/cut a tunnel to help the water to run away. JP spoke with Bob Burgess at OCC and he will take a look when he next goes through Nettlebed. This was also reported on the list provided to SH for the highway maintenance work required in Nettlebed.

It was also reported on FixMyStreet that the lamp post was down on Watlington Street – still down.

It was agreed at the Oxfordshire Geology Trust Executive meeting that they would help progress the site of the puddingstones toward designation as an LGS (Locally Important Geological and Geomorphological Site) – awaiting to hear from Nettlebed Estate to see if they are happy. JP emailed Nettlebed Estate to find out what solution would be agreeable to them to prevent parking on the verge by the puddingstones - JP get quotes to put up posts. Dr Jill Ayres suggested contacting OGT to update the text on the puddingstone awareness board, if they don't want to do this, she will at a small cost.

Lightbulb in the telephone box – was replaced on 22nd November. No calls were made from the phone box in the last 12 months – JP to report again that the bulb is out.

The SSL certificate is now in place on the PC website – it was agreed with Function 28 that this will be a one-off cost (rather than an annual cost).

Darren Piggott has kindly moved the deer fencing from around Elizabeth and installed it around Tommy.

Nettlebed Primary School have kindly donated the PC a two drawer filing unit.

Applied for a Councillor Community Grant from Charles Bailey for the Awareness board – awaiting results.

All the hall dates have been booked, have provisionally booked Annual Parish Meeting also at Village Club as this would potentially be easier for people to get to and is central.

OALC have a course for New Parish Clerks 'Preparing for Year End and Audit for Parish Councils – Thurs, 24th Jan £85+VAT.

It was **resolved** that the Clerk can attend the course.

'Your Council Needs You' poster has been posted on NNN/Facebook - there are a couple of vacancies on NPC and the election coming up in May. The Councillor Job Role and History of Parish Councils pages are now also on the website.

NPC files backed up to Memory Stick (with WAT) and OneDrive back up completed – 9th

January.

There are three additions to the agenda

- 1) 132/19 – Planning b) To receive and respond to current planning applications .
- 2) 132/19 – Planning c) To record planning decisions made by NPC
- 3) 133/18 – Finances – an invoice has been received from Castle Water for £18.73

132/19 Planning

Amendment to the agenda – the next two additions

- b) To receive and respond to current planning applications

P18/S4272/DIS - 19 The Ridgeway Nettlebed, : Discharge of conditions 4(material schedule), 11(landscaping), 12(surface water drainage), 13(foul water drainage) of planning permission P18/S1260/FUL. Erection of detached two-storey 3-bedroom dwelling replacing garage and outbuildings (Position, size and design of dwelling and parking layout altered as shown on amended plans received 6th June 2018 and drainage details shown on amended plan received 29th June 2018 and updated block plan received 4th October 2018).

It was **resolved** to discuss at a separate Planning Sub-Committee meeting

- c) To record planning decisions made by NPC

P18/S3749/HH – 4A Watlington Street, Nettlebed.
Part single and part two storey rear extension and internal alterations.
NPC **resolved** to OBJECT to Planning Permission

P18/S3762/HH – The Brown House, Crocker End RG9 5BJ
Proposed first floor side extension and front porch.
NPC **resolved** to offer NO OBJECTIONS to Planning Permission

- a) To record planning decisions made by SODC

P18/S2402/HH - Toyes Port Hill near Nettlebed RG9 5RL
Erection of two storey front extension, replacement rear conservatory, and remodelling of the existing house.
(Amended Plans received 20 November 2018).

SODC **REFUSAL** of Planning Permission on 4th December 2018

P18/S3112/FUL - Sue Ryder Care Centre Joyce Grove Nettlebed RG9 5DA
Application proposal, including any amendments : Extension of existing access road and additional hard standing car park spaces

South Oxfordshire District Council has given notice that planning permission is **GRANTED**

P18/S3762/HH - The Brown House Crocker End RG9 5BJ
Application proposal, including any amendments : Proposed first floor side extension and front porch
South Oxfordshire District Council has given notice that planning permission is **GRANTED**

133/18 Accounts & Finance

- b) To approve 2019/20 budget

The Parish Council have had two separate working group meetings to set the budget for next year. As a result the budget has increased from the Revised 2018/19 budget of £20,937.75 to £23,972.83. The original 2018/19 budget was revised at the Extraordinary meeting held on 25th September, this was due to unforeseen/unbudgeted for expenditure as well as omissions i.e path clearance at Port Hill & Priest Hill, Clerks Pension and increased hours, allotment strimming, commemorative tree, hedge cutting as well as donations and subscriptions.
Is the budget approved by everyone?

It was **resolved** to approve the budget and signed by the Chairman (WAT)

- c) To approve precept request for 2019/20

It was **resolved** to approve the precept request of £24,000.

- d) To approve accounts to pay and payments received (see Appendix)

It was **resolved** future Function 28 invoices to be paid by Direct Debit/Standing Order

- e) To receive Financial Report

Current Account balance 31/12/18 - £3,916.95

Deposit Account balance 31/12/18 - £10,059.35

Once the uncleared payments (£1,130.06) have been made, this will leave £2,786.89 in the current accounts.

It was **resolved** to transfer £3,000 from Deposit Account to the Current Account.

134/18 Council Recommendations

To consider/register items for inclusion on the Agenda at the next meeting

There were none.

2019 MEETING DATES

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Saturday, 13th April (Annual Parish Meeting)

APPENDIX I

Payments Received:	Description	Amount
Barclays Bank	Barclays interest paid gross 3/9-2/12	£5.01

Accounts to Pay:	Description	Amount
Function 28	Monthly website/email hosting – Nov18 (4884)	£24.00
Function 28	Monthly website/email hosting – Dec18 (5016)	£24.00
Nettlebed Village Club	Small Hall Hire (Jan, March 19)	£60.00
HMRC	PAYE/NICS Dec 18	£154.06
John O'Connor (GM)	Monthly Cuts (Sept & Oct 18)	£768.00
Castle Water	Water (allotment) 2/11-31/12/18	£18.73
Jo Pugh	Expenses	£84.34
OALC	'Preparing for Year End and Audit for Parish Councils' course	£102.00

Signed Date

CHAIR