

ROTHERFIELD PEPPARD PARISH COUNCIL: MEETING MINUTES

Council members attended The Full Meeting of Rotherfield Peppard Parish Council on Monday 8th June 2020 at 7.00pm, via Zoom. The following business was considered and transacted.

Attendees :	Cllr Berger, Cllr Mitchell, Cllr Rowland, Cllr Freeman, Cllr Wood, Cllr Hall, Cllr Hillier (PT), Cllr Robb (PT), Cllr Bartholomew (PT), Press (Henley Standard) and Clerk (JA)
	<p>Open forum: There were 6 Members of the public, who wished to discuss 3 separate matters.</p> <p>i. Proposal from the Homeowner for Sedgehill Well repairs. He spoke about the history of the well, and the proposals to repair it. He informed the Council that unfortunately during the Covid19 Pandemic it had suffered further vandalism. He is keen to conserve it for the public as it is of importance to the heritage of the village and has the attraction of it being on a public footpath. The cost of the renovation would be £1600 and he is asking for the Council to help with the renovation costs.</p> <p>Cllr Berger thanked him for presenting to the Council and advised that it would be discussed under agenda item 10. Cllr Rowland asked if there was anything that could be done to reduce the vandalism and there was a discussion that CCTV might help however the proximity of the footpath means there is no option of a fence. It was suggested if the homeowner might consider sell the property would there be an option for the Council to purchase it or for it to be gifted as it is of local importance.</p> <p>Cllr Berger suggested if there was to be any funds made available then the Council would like a plaque which would show the history. The homeowner agreed he would be happy with a plaque.</p> <p>ii. Martin Allwright from Johnson Matthey presented to the Council about the proposed CIC Customer innovation centre. The proposal is to have a wrap-around building to the front of the building and to integrate the car park to the main site. There would be as a result, amongst other things, improved traffic management, increased trees and green boundary and the building would be modern and energy efficient. The integration of the carpark would minimise 150,000 road crossings annually. JM have listened to all consultation feedback and are trying to integrate a footpath outside of the old carpark to make it safer for residents, making electrical car charging points available at certain times for the public and are looking to match aspirations of the neighbourhood plan when making the old carpark into a brownfield housing site.</p> <p>MA informed the Council that they were aware they were in AONB and the significant improved biodiversity will reduce any impact on the new building. The Manor house will not be adversely affected. There is a larger presentation and that will be sent to the Clerk for distribution to the Councillors. There were a number of questions which MA and his colleagues addressed. Would there be an increase in staffing of local people? Would there be any other benefit to the locality? Do they have a green transport plan? How will the new building be energy efficient? It was agreed that there would be an increase of staffing of 6-10 people and some of these roles could increase employment locally, there would be an increase in the numbers of visitors and it was hoped that as the entire journey would be looked after by JM there would be a positive outcome to local hotels, restaurants and taxi firms. There was a green transport plan and there are facilities for showering at work and bike storage however there had been a number of accidents involving cyclists and it is not something JM feel confident advertising. Cllr Hall spoke about SODC and OCC's desire for improvements for Cycle routes and JM agreed that if RPPC/ Cllr Robb needed any help they would be happy to add their research to this matter. It was explained that the CIC is at the Flagship site and therefore there is a desire to get the best energy efficiency and therefore they are looking at a number of options including Ground Source heat pumps etc but all of the detailed information would be available in the presentation via email.</p> <p>It was likely to be an 18month plan once the application is submitted and if RPPC have any further questions then they will do their best to help.</p>

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	<p>iii. A resident from Rotherfield Peppard, who has recently retired is an ambassador for a charity called Public Health Collaboration for Diet and health and wellbeing. He is passionate about food, and where food comes from and is keen to set up an agricultural enterprise to grow food for the local area. He was keen to understand whether the Parish Council had any land available for such a venture. He is looking to do this commercially and would be paying commercial rent. He estimates he would need 2-3 acres with the potential to expand, if and as necessary. There would be a mix of activities within the space but the main elements would be composting, an area for uncover growing such as polytunnels and green-housing to expand the seasons and an area for outdoor crops. He ideally would like a wildlife pond, electricity source and the ultimate aim to provide homes with veg boxes and possibly local pubs and restaurants. The Councillors entered a discussion with him that the Council did not have any land available but thought the venture was a good idea. There were a number of leads for land given which he will be able to follow up on. Cllr Berger concluded the discussion to say that RPPC were keen to support such a venture and happy to continue with an exchange of ideas.</p>
1.	Apologies: None
2.	Declarations of interest: None
3.	Minutes: The Minutes of the Council Meeting held on 11/05/2020 were approved as a true and correct record of the meeting.
	<u>Due to timings the agenda order was changed to accommodate the County and District Councillors.</u>
5.	<p><u>Matters relating to Oxfordshire County Council:</u> County Councillor Bartholomew discussed his report and presented the local issues.</p> <p>i. Update on Flooding on Church Lane – As far as Cllr Bartholomew is concerned this matter has been addressed and the residents are happy with the outcome.</p> <p>ii. He discussed Reading Transport Strategy which had been circulated to the Councillors on 18/5/2020, there is concern that the North Reading Orbital Road will join the M4 to the A4074. There is also discussion about the North Reading Park and Ride. If RPPC are concerned then Cllr Bartholomew asked for a response to go to Cllr Ian Hudsworth. It was also discussed that there may be scope to have a co-ordinated response like last time which is being driven by Kidmore End. Cllr Berger asked that with government finances as a result of Covid19 whether this would still be a priority to push ahead with, however the leader of Reading is pushing ahead so there is no guarantee this would not be pushed and infrastructure is still a priority for the Government.</p> <p>iii. Cllr Berger advised that the White Village gates were not of priority and it was felt that Sedgemoor Spring is more deserving. Cllr Bartholomew advised he would be happy to match £500 for the Spring and £1000 for the white gates so £1500 for the projects in total</p>
6.	<p><u>Fix my Street</u> There was no update and nothing outstanding.</p>
7.	<p><u>Matter relating to South Oxfordshire District Council:</u></p> <p>i. District Councillors Hillier forwarded her report just prior to the meeting and Clerk forwarded it on, any queries from this will be reported back.</p> <p>ii. SODC are beginning to open meetings but these are not open to Parish Councils.</p> <p>iii. Parking charges are being re-introduced with the shops allowed to reopen from Monday 15th June</p> <p>iv. SODC Councillors updated on Covid-19, whilst the pandemic is far from over the helpline received only 46calls over the bank holiday weekend.</p> <p>v. There are still funds available for Covid19 charities struggling</p> <p>vi. The planning application for inspired homes was due for a decision by 29/5 however there was more information submitted and there is an extension.</p>

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	<p>vii. Cllr Rowland addressed the SODC Planning change of consultation which had not been publicised and had been backdated to mid-March. Cllrs Hillier and Robb were unaware of it but agreed that if any Planning applications needed calling in they would be happy to do this. It was agreed that Cllr Robb would call in P20/S1207/FUL The Stables. Cllr Rowland asked if this change was lawful due to the retrospective element. Cllr Hillier and Cllr Robb to report back.</p>
4.	<p><u>Co-Option of 7th Councillor</u> The proposal to co-opt Mr C Pengilly onto Rotherfield Peppard Parish Council was approved unanimously. As per procedure Mr Pengilly was invited to speak about why he wanted to join the Council, and then went offline whilst the Councillors discussed his co-option. Clerk to forward documentation for Cllr Pengilly to sign.</p>
8.	<p><u>Johnson Matthey Correspondence</u> The correspondence and presentation received from Johnson Matthey was discussed further. It was concluded that all Councillors were in support of the company and their plans. It would be good if the Housing developer could liaise with RPPC prior to putting in an application to ensure the smaller houses were catered for, as Johnston Matthey had requested, as opposed to executive large gated properties which have recently been built.</p>
9.	<p><u>Finance</u></p> <ul style="list-style-type: none"> i. Councillor Berger updated Councillors on financial matters. Cllr Berger also updated Cllr Pengilly how the Council finance works and advised that we are broadly in line with the budget set. There had been an increase in expenditure based on the reimbursement of conference calls prior to Zoom being operational. ii. Clerk to chase SSEN on the £3000 grant awarded to Fish as it has not yet been received. iii. Clerk gained unanimous approval of the Audit forms in preparation for internal audit and external audit. Clerk to finalise accounts and liaise with the appointed internal auditor. iv. Clerk gained unanimous approval for AGAR section 1 Annual Governance statement 2019/20 v. One of the village cleaners who has been shielding at home in the pandemic and has been to date receiving full pay will be contacted by the Clerk with a return to work plan. vi. Clerk to speak to Cllr Robb and Cllr Hillier about the amount of devices loaned by Peppard School for Home learning and the non-guarantee of return in a good state, could some of the Covid19 monies be kept incase the school have to purchase more.
10	<p><u>Consideration of Official documentation:</u> (a) Acceptance of the Standing orders 2020-21 (Appendix 4) (b) Acceptance of the 2020-21 Financial Regulations (Appendix 5) (c) Acceptance of the 2020-21</p> <ul style="list-style-type: none"> (i) Complaints procedure (Appendix 6) (ii) Risk Assessment (Appendix 7) (iii) Publication scheme (Appendix 8) (iv) Policy for Press/Media (Appendix 9) <p>All official documents were agreed. The Risk assessment was amended from £220k to £400k due to the Pavilion refurbishment in 2019.</p> <p><u>Committees for 2020-21:</u> To appoint the following Committees and to agree terms of Reference for:</p> <ul style="list-style-type: none"> a) Planning Committee; b) Finance & Staffing Committee; c) Committee Assets SubCommittee; <p>It was agreed that Cllr Rowland and Cllr Berger would review and advise Clerk if there are amends.</p>

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11.	<p><u>Village Update</u></p> <ul style="list-style-type: none"> i. No accidents Stoke Row Road/Gallowstree Road have been reported this month ii. Clerk updated the Councillors on the now live Website, there were still amends but it had been received favourably and the Clerk was confident that the information is easy to navigate. iii. The Top Common Noticeboard will be installed on 20/6/2020 iv. Covid19 Response Sonning Common Document attached asking for RPPC inclusion. Clerk to add the document onto the website and to contact the organiser for them to add RPPC website onto it. v. Cllrs received an update from Cllrs Mitchell and Freeman on the Community Assets subcommittee and minutes were approved from meeting 01/06/2020. Clerk will assign footpaths to Councillors for them to walk them and review the state of the kissing gates/stiles. Clerk to investigate an additional Dog Bin on Church lane, Cllr Mitchell to confirm location to Clerk. vi. There has been no update on the possible Fly tipping incident on 2/5/2020 but it was acknowledged that there is a lot more litter and dumping of rubbish which is unacceptable. vii. There was a discussion on Sedgehill Spring and the proposal to pay £1000 for help towards the repairs and the Plaque. This would be funded from RPPC funds and Cllr Bartholomew Councillor priority funding. It was agreed that Cllr Freeman would contact M Mcleod for wording for the plaque. Clerk to also forward on prices of white gates to councillors. viii. There has been no update on new potential Councillors ix. Cllr Freeman raised the untidy patch at Shiplake Bottom. Clerk to re-forward quotes and options from March 2019 for discussion. Additionally he is concerned the phone-box is still on Gallowstree road, when BT should have removed it. 																											
12.	<p><u>Planning Update</u></p> <p>Cllr Rowland updated the Councillors on Planning. In particular Little Sparrows will be discussed in next weeks Planning meeting as there is a lot of support from outside of the area. Cllr Rowland has also suggested anyone walking in the village, that they look and advise their opinion to her on Orchards on Wyfold lane.</p>																											
13.	<p><u>Expenditure:</u></p> <ul style="list-style-type: none"> i. Expenditure was approved for June 2020, including retrospective payments. ii. The on-line signatories for June 2020 are Cllr Berger and Cllr Rowland <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 30%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td>Clerk JA</td> <td>Salary (March)</td> <td>Confidential</td> </tr> <tr> <td>Village Cleaner MW</td> <td>Salary (March)</td> <td>Confidential</td> </tr> <tr> <td>Village Cleaner AP</td> <td>Salary (March)</td> <td>Confidential</td> </tr> <tr> <td>J Wood</td> <td>Reimbursement for Phonecalls</td> <td>4.14</td> </tr> <tr> <td>J Berger</td> <td>Reimbursement for Phonecalls</td> <td></td> </tr> <tr> <td>Parish Council Website</td> <td>Website Launch</td> <td>£250.00</td> </tr> <tr> <td>J Peachey</td> <td>Noticeboard Insallation</td> <td>£250.00</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>				Clerk JA	Salary (March)	Confidential	Village Cleaner MW	Salary (March)	Confidential	Village Cleaner AP	Salary (March)	Confidential	J Wood	Reimbursement for Phonecalls	4.14	J Berger	Reimbursement for Phonecalls		Parish Council Website	Website Launch	£250.00	J Peachey	Noticeboard Insallation	£250.00			
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14.	<p><u>Matters for future meetings:</u></p> <p>None raised</p>																											
15.	<p><u>Correspondence:</u></p> <p>Received from Ian Stirley – it was agreed for Clerk to respond with the matter was not to do with Parish Council Graham Broadhurst – To send onto Planning committee and Clerk to report the Fly tipping incident</p>																											

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Meeting finished at 9:40pm.

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