

ROTHERFIELD PEPPARD PARISH COUNCIL: MEETING MINUTES

Council members attended

The Full Council Meeting of Rotherfield Peppard Parish Council

on **Wednesday 17th April 2024** at 7.00pm

at the Sports Pavilion, Stoke Row Road, Peppard Common.

Attendees: Cllr Berger, Cllr Hall, Cllr Freeman, Cllr Seaton, Cllr Rowland, Cllr Bartholomew (PT), Cllr Norman (PT), Clerk JA, 2 Members of the public

1. Apologies – None
2. Declarations of interest – None
3. Minutes – The Minutes of the Council meeting held on 18/03/24 were approved as a true and correct record of the meeting.
4. Open Forum – Two Members of the Public joined the meeting later so the discussion on Church Lane was dealt with under Agenda item 8
5. Oxfordshire County Councillor's report – Cllr Bartholomew discussed his report and spoke about local issues
The report focussed on items which were important to Oxford and not much for rural areas. There were two items for RPPC: There has been a change to Household Waste Centres and there is no Thursday late evening drop off so it will operate solely in day time hours and at weekends. More importantly Church Lane will be resolved on a long term solution basis and the Officer is working up a number of schemes for this financial year including looking at Boreholes and the work will be implemented this summer.

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i. Fix My Street items:

Clerk has revisited all FMS items which have been on the agenda for over 6 months. The following are still outstanding, full details are on February 2024 minutes however to be concise the following main ones are still outstanding.

- a. OCC - NEW FMS REPORT 5701935. B481 Blocked Drains on Gravel Hill. ONGOING since Sept 2019. Gully Cleansing Scheduled for 15-19th January. WORK NOT COMPLETED. Photos updated to FMS. Chase email sent to DB 12-3-24. AWAITING UPDATE. This was done on 21/2 Clerk to take photos and remove if work done.
 - b. SODC - B481 Pavement with loose gravel on Gravel Hill. Linked to silt being washed onto pavement from road and blocked drains. 22939928 CLOSED. Work cannot be completed until Drains fixed. Have updated photos on FMS. SODC to action.
 - c. OCC - Ref no. 22935802 - Loose Drain outside 17&19 Stoke Row Road. CLOSED Appeara Cover made safe. Clerk chased Cllr Barthlomew 12-3-24. This was raised as a 28day defect and should be fixed, if not already.
 - d. OCC - Ref no 4867459 Sign broken between village and Bolts Cross on B481. Sign removed but not replaced. Clerk chased Cllr Bartholomew 12-3-24. A replacement sign will be erected by the next meeting date.
 - e. OCC - Church Lane Drains – FMS 5701377. Reported flooding on 12-3-24 and asked Cllr Bartholomew to escalate to resolve quickly.
 - f. OCC - Drains/Gullies Blocked outside Okavango – FMS 5701501. Reported on FMS 12-3-24. If not done by next meeting raise with Cllr Bartholomew
 - g. Colmore Lane – 3 to 4 Potholes have been done but there are still in excess of 30 needing work. Parish concerns relayed to OCC via Cllr Bartholomew and awaiting an update
 - h. Awaiting pictures from Cllr Rowland on Stevens Lane pavement defects and potholes on Wyfold Lane to mark on FMS
6. Update from Cllr Freeman on Superuser issues for Rotherfield Peppard Parish Council
Cllr Berger happy to be a Superuser. Cllr Freeman to request Cllr Berger is added

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7. South Oxfordshire District Councillor's report – Cllr Norman will discuss the SODC report and discuss local issues including:
 - a. 32 Peppard road is abandoned and this was advised as part of SODC empty homes policy,
 - b. There is an abandoned caravan at the Red Lion. Cllr Hall to confirm it is abandoned and Clerk to report.
 - c. RPPC were of the understanding that the 5yr housing supply plan was due to be scrapped however this is leaving land exposed currently. Cllr Norman to find out and advise
 - d. Litter bins – Decision on changing Dog bins for litter bins. I have chased SODC Councillors and Officer to conclude – Awaiting an update
 - i. Litter bins to replace Dog bins to reduce Village spend on specialist emptying
 - ii. Litter bin at Crossroads updated to prevent animals getting into it
 - iii. A New litter bin on Church Lane
 - e. FMS B481 pavement re-reported 12-3-24. FMS no. 5702034. We would like this done at the same time as the drain repairs from OCC however the pavement is dangerous with loose slit and needs actioning now.

8. Parish Council Matters –
 - a. Update on Speeding deterrents at Gallowstree Road – This has been paid for, equipment organised and delivery address of Cllr Freeman given. Awaiting delivery
 - b. Wifi at Pavilion update – Chased 13/3/24. Advised this will happen in Autumn 24
 - c. Church Lane Flooding update - Relayed to Members of the Public the news from OCC that long term solution work would be implemented for Summer 24. Clerk to request drains are once again emptied and copy Member of the public and Cllr Bartholomew. Members of the Public thanked RPPC Councillors and Clerk for their continued help in trying to resolve the flooding
 - d. Continual parking on grass outside of Carlings Orchard and reinstatement of the verges – Update from Cllr Freeman. We have had a quote for £4500 for a matting to be implemented for cars to park but grass to still grow through. This was approved unanimously. In addition the triangle opposite the pub, the chain has been received and will be put up and it was agreed Gorse to be planted in the autumn.
 - e. Update on Slow Walkers sign on Collier Lane – Clerk to chase OCC Jon Beale
 - f. 13th May 2024 is Annual meeting of Parish and Parish Annual meeting
 - g. Litter pick will be rescheduled for end of September if there is a lot of litter in the village. Councillors to confirm in next meeting
 - h. Portrait of the King will be put up in the Pavilion by Cllr Freeman

9. Rotherfield Peppard Village Update:
 - a. Update on accidents on Stoke Row/ Gallowstree Crossroads - None
 - b. Wishing Stone Update – Awaiting a date from Cllr Freeman and the Conservators

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10. Finance and Staffing –

- a. Year end 2023/24 presented and approved
- b. Audit Paperwork proposal of finances approved
- c. Audit Paperwork governance statement approved
- d. Audit Paperwork 2019-20 finally returned discussion within the Parish Council and approvals made. Clerk to write that the charge is too high for a simple matter but to pay
- e. Update on audits 2020-21/ 2021-22/ 2022/23 – No updates
- f. Cllr Berger/Clerk updated Councillors on Financial matters for 2024/25.
- g. Update on Budget 2024/25
- h. Ratification from F&S meeting
- i. Riverside Counselling update – Cllr Hall to investigate
- j. Approval of Councillor expenses/ allowances
- k. Approval of signatures on UTB for April 24 were Cllr Berger and Cllr Seaton
- l. All expenditure for April 2024 was approved
 - i. Clerk Salary = Confidential.
 - ii. Village Cleaner (AP) salary = Confidential
 - iii. SODC Loan £327.31
 - iv. Clerk – Nest Pension – Confidential
 - v. Councillor Expenses – moved to May meeting but approved
 - vi. HMRC Q4 2023-24
 - vii. Autela Q4 2023-24
 - viii. Audit 19-20

11. Matters for future meeting: None

12. Correspondence: None

13. Next Meeting date – Monday May 13th 2024

Meeting finished at 8:15pm.