

**Draft Minutes of the Ipsden Parish Council meeting held at Ipsden Memorial Hall  
on Tuesday 10 April at 6.00pm**

1	<b>Present:</b> Members: Mr Nick Miller - NM (Chair), Mr John Jeffery - JJ, Mrs Wendy Clark – WC, Mrs Heather Llewellyn - HL Clerk: Mrs Amanda McCrea – AM Ipsden Church Friends: Mr Harry Clark	<b>Action</b>
2	<b>Apologies:</b> Cllr Nimmo-Smith - SODC	
3	<b>Minutes of Previous Meeting</b> The minutes of the previous meeting of 8 February 2018 were agreed and signed by the Chair.	
4	<b>SODC report:</b> NM referred the meeting to Cllr Nimmo-Smith's April report which includes news on the annual compost giveaway, enforcement action, housing fraud, Thames Valley Police's 'Hidden Harm' campaign, So Charitable Lottery launch, autonomous vehicle investment, the Strategic Road Network report, grants applications, environment improvements and community projects, South and Vale facebook page and the naming of the new food waste trucks. (The full report can be found at the end of these minutes.)	
5	<b>Matters Arising</b>	
5.1	<b>A4074:</b> A quote for £4995, excluding VAT, has been obtained from Solagen (as stipulated by OCC) for a solar-powered, crossroads and 'slow down' sign and clerk is now awaiting quote from OCC to install the sign at the approach to Church Lane on the southbound A4074. Clerk also to request quote for re-painting of the 'slow down' warning on the road surface.  The quote from OCC for installation of white gates has not yet been forthcoming so clerk agreed to chase and ask whether it would be more cost effective to carry out both this and the above-mentioned works at the same time.	AM AM AM
5.2	<b>Playground:</b> Council gave go-ahead for clerk to purchase new picnic table and agreed that it was necessary to engage someone to carry out the necessary remedial work indicated at the last inspection.	AM/JJ
5.3	<b>Passing place maintenance:</b> Repair work in Church Lane and Well Place Road has not yet been carried out. NM to chase.  HL reported that the potholes beyond the pub have not yet been repaired by OCC. Clerk to chase.	NM AM
5.4	<b>New dog waste bin:</b> Clerk has obtained a quote for purchase of a new dog waste bin (£125) which council proposes to have installed on the footpath/bridleway sign at the edge of the large field up the lane to the east of the pub. NM to seek approval from landowner whilst Clerk will check viability of this location with OCC who will need access for emptying of the bin.	NM AM
5.5	<b>District Councillor's Community Grant:</b> Applications for this grant will open again in June. Clerk to obtain quote for installation of white gates on the verges of the A4074 in preparation for application for the grant.	AM
5.6	<b>Telephone Box:</b> Council approved a quote amounting to £341 for materials required to paint and equip the phone box with display units in order to convert it to an information kiosk. Clerk to give go-ahead to Mr Coldwell who has met with HL to discuss the necessary work, obtained quotes and kindly volunteered to carry out the work.	AM
5.7	<b>Website:</b> Council agreed to provide profiles and photos for the website for discussion at the next meeting.	IPC
5.8	<b>Correspondence:</b>	
5.8i	Council has received an application from <b>Ipsden Church Friends</b> for a grant in support of their intention to install a toilet and disabled access in the church. Their Chairman, Mr Harry Clark, attended this meeting to explain the proposals in more detail. After due deliberation, Council agreed to grant Ipsden Church Friends the sum of £1000 for installation of a toilet on the condition that this	

5.8ii	<p>is carried out within this financial year 2018-19. The offer will not be repeated if this condition is not met.</p> <p>Clerk reported that a consultation regarding 32 applications to change the use of certain local byways to 'byways open to all traffic' (BOAT) has been opposed by the parish councils affected (including IPC) and that this matter is now with OCC for their consideration.</p>																			
5.8iii	<p>Clerk received notification of the new SODC lottery, So Charitable, and proposed that IPC join as a beneficiary in order to boost funding for future projects. Council agreed to this proposal and clerk will complete the application.</p>	AM																		
6	<p><b>Finance:</b></p> <p><b>6.1 Payments for approval:</b></p> <p>Clerk reported that the following payments had been made since the last meeting:</p> <table border="1" data-bbox="185 618 927 714"> <thead> <tr> <th>Item</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Litter picking – Jan/Feb 2018</td> <td>80.00</td> </tr> <tr> <td>Ditch clearance</td> <td>60.00</td> </tr> </tbody> </table> <p>Council approved payment of the following invoices:</p> <table border="1" data-bbox="185 804 927 999"> <thead> <tr> <th>Item</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Dog bin emptying – Jan to March 2018</td> <td>50.23</td> </tr> <tr> <td>OALC annual subscription 2018-19</td> <td>135.06</td> </tr> <tr> <td>Hire of village hall for 6 meetings 1/4/18-31/3/19</td> <td>120.00</td> </tr> <tr> <td>Hire of field for playground 1/4/18-31/3/19</td> <td>250.00</td> </tr> <tr> <td>Litter picking – March 2018</td> <td>40.00</td> </tr> </tbody> </table> <p>The current account balance is £6670.60 as at 10 April 2018 and the deposit account balance is £5575.24.</p>	Item	£	Litter picking – Jan/Feb 2018	80.00	Ditch clearance	60.00	Item	£	Dog bin emptying – Jan to March 2018	50.23	OALC annual subscription 2018-19	135.06	Hire of village hall for 6 meetings 1/4/18-31/3/19	120.00	Hire of field for playground 1/4/18-31/3/19	250.00	Litter picking – March 2018	40.00	
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6.2	<p>Council approved <b>Clerk's invoice</b> for the period 8 February to 5 April 2018 (8 weeks) - £360, website maintenance (6 hours) - £90 and office service charge for Feb/March 2018 - £40.</p>																			
6.3	<p>Clerk presented Statement of Accounts for 2017-18 which shows a combined total current and deposit account balance of £9066.13 as at 31 March 2018.</p>																			
7	<p><b>Planning:</b></p> <p>P18/S0077/O: Land between 6&amp;7 The Street – Erection of single dwelling. Outline planning permission has now been granted by SODC.</p> <p>P18/S0319/HH: Longways, Fir Close – Erection of orangery. Permission now granted by SODC.</p> <p>P18/S0647/HH – 1 Fir Close: New ancillary garden building – IPC have spoken to the applicants in order to gather more information about the proposed building and agreed to submit a 'no objection' to this application.</p> <p>The need for more housing in Ipsden was discussed and it is hoped that Cllr Nimmo-Smith and possibly a planning officer can attend the next meeting in order for further discussion. Clerk to extend invitation.</p>	AM																		
8	<p><b>Any Other Business:</b> None</p>																			
9	<p><b>Date of next meeting:</b></p> <p>The next meeting of the Ipsden Parish Council will be held on Wednesday 23 May 2018 at 6.00pm in the Ipsden Memorial Hall. The Annual Meeting of the Parish Council will also take place on this date.</p>																			
	<p>The meeting closed at 19:20.</p>																			

Approved by:

Date:

(Chairman)

## **SODC Councillor report - April 2018**

### **There's great news for gardeners as it's the South Oxfordshire District Council annual compost giveaway.**

The council is inviting people to come to collect locally produced compost for free on Saturday 14 April between 9am and 11am at Benson Parish Hall car park, Sunnyside, Benson, OX10 6LZ.

Don't forget to bring a shovel and container (bag, box or bucket; up to 4 per person).

All the compost given away is made from the garden waste collected from residents. Every year the council composts around 20,000 tonnes of garden waste.

Anyone who wants to sign up to the council's garden waste collection service, go to the website [www.south.oxon.gov.uk/gardenwaste](http://www.south.oxon.gov.uk/gardenwaste)

### **Enforcement action:**

South Oxfordshire District Council successfully prosecuted Marenglen Dulaj of Magnolia Court, Swindon, on 27 March. He was ordered to pay a fine and other costs at Oxford Magistrates' Court after pleading guilty to the charge of using a motor vehicle to fly-tip.

Magistrates heard that on 21 April 2017 on land off Exlade Street between Woodcote and Checkendon, Dulaj allowed his van to be used to dump rubbish sacks containing compost, plant pots, plastic bottles, plant food containers, cardboard and green waste consisting of cannabis stalks and leaves.

While he told the court that he had loaned the vehicle to a friend, he was still liable as he was the owner of the vehicle at that time.

The court ordered him to pay a fine of £850, a victim surcharge of £85 and £500 costs and £201.42 compensation. The sum totalled £1,636.42.

### **£35,000 fine for restaurant over poor food hygiene**

A restaurant that broke an emergency hygiene notice by continuing to prepare food in prohibited areas has been fined £35,000 - the largest ever sum in a prosecution of its kind brought by South Oxfordshire District Council.

The Star and Garter Limited, which operates The Star and Garter in Thame, pleaded guilty to nine offences under food hygiene regulations at Oxford Magistrates' Court on Tuesday (27 February).

The court fined the company £35,000 and ordered it to pay costs to South Oxfordshire District Council of £2,071 and a victim surcharge of £170.

During a routine food hygiene inspection of the premises on 9 March 2017, council officers found that some of the rooms used for food preparation and storage were infested by rats. These rooms were also unclean, food was not protected from contamination and food safety procedures were not being implemented, despite records stating that checks had been done and no problems found. There were no signs of rats in the kitchen, however that room also required cleaning. A hygiene emergency prohibition notice was served

prohibiting the use of some of the rooms, with printed copies of the notice put in place at all entrances to the building.

When they revisited the restaurant the following day, officers found that these rooms were still being used for food preparation and copies of the prohibition notices were concealed - breaching terms of the notice. During a second revisit on 11 March 2017, officers found that displayed copies of the notices had again been concealed.

In fining the company, the court said it had shown flagrant disregard to the prohibition process and criticised the premises' poor record of compliance, with offences potentially putting customers at risk.

At the time of the contraventions, the restaurant was awarded a zero out of five-rating meaning "Urgent Improvement Necessary" under the National Food Hygiene Rating Scheme. The company requested an inspection for re-rating in August 2017 and was awarded a two, meaning "Improvement Necessary". The company requested another inspection for re-rating in January this year and was awarded a three meaning "Generally Satisfactory".

### **Social housing fraudster deprived those in genuine need**

A woman from Great Milton has been ordered to pay £1,530 after pleading guilty to making a fraudulent application for social housing - the first time that someone has been convicted for housing fraud in South Oxfordshire.

Gillian Norris, 46, of Green Hitchings, Great Milton, appeared at Oxford Magistrates' Court on Tuesday 30 January, who heard how Ms Norris had been living in the three-bedroom SOHA Housing home in Great Milton for more than four years, having applied for the property via the housing register. However, when she submitted her application she failed to disclose that she already owned a three-bedroom home in Holyhead, Wales, which she was renting out to a family member.

Ms Norris was caught following an anonymous tip-off and subsequent enquiries by SOHA Housing, South Oxfordshire District Council and Oxford City Council's Investigation Team, which specialises in housing fraud. Following her guilty plea Gillian Norris was fined £250 and ordered to pay £1,250 and a £30 victim surcharge.

### **Extra garden waste week**

Garden waste customers will be able to leave an extra bin's worth of garden waste on their normal collection day on week commencing 9 April

They can leave the extra garden waste out in a box or bag next to their brown bin, although Biffa are unable to collect waste left out in trade sacks.

### **Play highlights hidden harm**

To support Thames Valley Police's 'Hidden Harm' campaign about online child abuse, our community safety team has arranged for year nine pupils in schools across our districts to take part in 'Chelsea's Choice' - a hard-hitting play exploring the issue of child sexual exploitation.

If you are concerned about a child contact the police on 101, or 999 if you believe they are at immediate risk from harm.

### **SO Charitable Lottery launches**

Almost 50 charities and voluntary groups have so far applied to benefit from an exciting new community lottery launched in South Oxfordshire (27 March). SO Charitable Lottery has been set up by South Oxfordshire District Council to raise funds for local good causes.

Tickets for the online lottery on sale via [www.socharitable.co.uk](http://www.socharitable.co.uk) and the first draw will take place on 28 April. It will then run weekly, with a one in 50 chance of winning a prize including a jackpot of £25,000.

From each ticket bought, 60p will go to good causes and the local community. Players can choose which local good cause they support when they purchase tickets.

The rest of the money will go to the prize fund and running costs - the council will not receive any of the proceeds.

### **Autonomous vehicle investment**

The government has awarded us £2.5 million for an industry-led research and development project to introduce connected and autonomous vehicles to the districts.

Working with MEPC and First Connect we will be providing a driverless shuttle bus service from Didcot to Milton Park for commuters.

The 30-month project is commercially viable and could be one of the first services of its kind for visitors and commuters in the UK.

### **Highways England Strategic Road Network**

We have sent our response to Highways England's consultation on the Strategic Road Network Report.

This mainly relates to improving the capacity and reliability of major routes, such as A34 and M40, to accommodate expected growth in our area as well as future investment in expressways.

You can read our full response here.

<http://ebtk.co.uk/resources/stats/click.php?c=2636&e=20&o=9492&url=https%3A%2F%2Fwww.dropbox.com%2Fs%2Fis5fcs0wv3i20so%2FS%2Fhaping%2520the%2520Future%2520of%2520England%2527s%2520Strategic%2520Roads-SV%2520consultation%2520response-%2520Final%2520070218.pdf%3Fdl%3D0&a=0>

### **Grants application dates confirmed**

We've confirmed the dates that groups can apply for community grants during 2018:

Capital grants - £811,000 available:

15 March to 26 April (round one)

20 June to 30 July (round two - budget permitting)

15 October to 30 November (potential round three - budget permitting)

Councillor grants - £5,000 available per councillor:30 May (estimated) to 3 January 2019

### **Environment improvements and over a million for community projects in the 2018/19 budget**

On Thursday 15 February South Oxfordshire District Council agreed its 2018/19 budget, including more than £600,000 over three years to create a new team to tackle local environmental issues to make public areas in South Oxfordshire look more attractive.

More than £1.4 million is being made available in grants to support community projects, such as improvements to village halls and to charities who provide services to vulnerable people.

The district council will invest a further £100,000 to help address air quality issues and to identify new green travel initiatives, and more than £290,000 will be made available per year to help meet the increased demands on the council's planning service.

### **Reaching thousands on Facebook**

Keep up to date with the latest news from both councils by following our South and Vale Facebook pages.

During the recent snow a post telling people about disruption to bin collections reached over 24,000 people and details about the emergency support available for those sleeping rough reached over 37,000 people.

We've also had significant success for posts about fly-tipping, a food safety investigation, recycling advice, and announcements for major projects such as the Orchard Centre and Abbey Meadow pool.

Please help to spread the news by sharing our posts with your Facebook friends.

### **Trashosaurus and Munching Molly**

Residents cast more than 2,000 votes to decide the names of our 12 new food waste trucks, with Trashosaurus and Munching Molly among the names selected.

All of the potential names were suggested by local primary school children. Those who put forward the chosen names each received a family swimming pass, courtesy of GLL, and £150 worth of book tokens for their school.