

MINUTES OF THE MEETING OF BERINSFIELD PARISH COUNCIL held on Monday 6th March, 2023 at 7.15 p.m. in the Church Hall, Wimblestraw Road, Berinsfield, Oxon.

PRESENT : Councillor S. Scott-Ely Chairman
Councillor P. Bridge Vice- Chairman
Councillor I. Bunyan
Councillor K. Chrisp
Councillor S. Crawford
Councillor B. Fearneyhough
Councillor S. Henry
Councillor Mrs. A. Jones
Councillor R. Parsons
Councillor D. Scate

Also present:

District and County Councillor Robin Bennett for part of the meeting
Seven members of the public
Annette Loveland, Clerk to the Council

1. Items raised by Members of the public

a) Vision of Berinsfield Garden Village Engagement Process The Chairman welcomed Mr. Charles Campion, a Partner in JTP, a firm of Architects and Master Planners. JTP have been appointed by Ptarmigan, the company promoting Mount Farm, Berinsfield.

As part of the vision of Berinsfield Garden Village engagement process, Mr. Campion informed the meeting that he is organising a community event, to include an exhibition and workshops to be held in the Berinsfield Community Association premises at 2 – 5 p.m. on 31st March and 10.45 a.m. – 3.30 p.m. on 1st April 2023 which will be open to all residents and representatives from organisations and businesses in the village. Mini-bus tours of the Mount Farm site will also be available. A flyer is being prepared and will be delivered to all properties in the village giving details of the event. A meeting will be set up during the week commencing 17th April at the Berinsfield Community Association premises to report back to the community.

b) Your Village Voice. Mr. Bob Final, one of the volunteers in the Team involved with the re-introduction of Your Village Voice, informed the meeting of the Team's proposals. The Group hope to be able to get the first edition of Your Village Voice out in April and would like all articles, adverts etc. by the end of March in order to meet their deadline. The Team have looked into the possibility of putting Your Village Voice on line or printing copies and putting them in various locations in the village for collection, but residents have indicated that they would like to have a copy delivered to their homes. The Team hopes to include new material in the magazine, including a pets corner, puzzles, health advice, useful tips, reports from groups and organisations in the village and the PCSO's. The fees from advertisements will help towards the cost of preparing and printing the magazine. The Berin Centre will assist with bank account facilities for the Your Village Voice for the time being. On behalf of the Parish Council the Chairman thanked Mr. Final and the Village Voice Team for their commitment to getting Your Village Voice back into circulation.

c) Overgrown Hedge. It was reported that a hedge along the footpath from Leach Road to Wey Road was overgrown. This will be inspected and, if necessary, reported to Oxfordshire County Council in order that a letter can be sent to the occupier of the property.

d) **Path between Leach Road and Wey Road.** It was reported that a resident had fallen along the path and injured herself. The path will be inspected to see if there are defects that need to be reported to the relevant agency

1

2. **Apologies for absence** were received from Councillors Croft and Mundy.

3. **Declarations of Interests.** The following declarations of interest were made :-

Councillor Chrisp is involved with the Your Village Voice team and is a Trustee of the Berinsfield Voluntary Day Centre.

Councillor Parsons is involved with the Your Village Voice team.

Councillor Bridge declared his interest in item 10(f) Consultation Project.

4. **County Councillor's Report.** County Councillor Robin Bennett had prepared a written report which had been circulated to all persons present at the meeting. A copy of the report is also on the Parish Council's website, www.berinsfield-pc.gov.uk.

a) **Ward Boundaries.** The Local Government Boundary Commission for England is currently reviewing the electoral arrangements which would take effect from the May 2025 elections. The Boundary Commission may increase the number of Councillors on the County Council from 63 to 69 and would draw up a new pattern of divisions to accommodate this. Further information can be found on <https://www.lgbce.org.uk/all-reviews/south-east/oxfordshire/oxfordshire-county-council>

The Parish Council noted the information contained in County Councillor Robin Bennett's report.

5. **District Councillor's report** District Councillor Robin Bennett had prepared a written report which had been circulated to all persons present at the meeting. A copy of the report is also on the Parish Council's website www.berinsfield-pc.gov.uk

a) **Berinsfield Garden Village Steering Group.** District Councillor Robin Bennett stated that the next Berinsfield Garden Village Steering Group meeting would be at 2 p.m. on 15th March, 2023 at the Berinsfield Community Association. It would also be available virtually to people who could not attend in person.

b) **Free mediation to help resolve a dispute.** South Oxfordshire District Council are offering residents a free mediation service as a member of the South and Vale Community Partnership. Further details can be found on <https://www.southoxon.gov.uk/south-oxfordshire-district-council/community-help-and-safety/antisocial-behaviour-asb/free-mediation-to-help-resolve-a-dispute/>

The Parish Council noted the information contained in District Councillor Robin Bennett's report.

6. **To receive and approve the Minutes of the Parish Council meeting held on 6th February, 2023** It was AGREED that the Minutes of the Parish Council meeting held on 6th February 2023 should be APPROVED.

7. **Berinsfield Neighbourhood Development Plan.** A copy of the Berinsfield Neighbourhood Development plan that had been reviewed and amended by Mr. Ricardo Rios, the Planning Policy Team Leader (Neighbourhood) Policy and Programmes Officer at South Oxfordshire District Council had been circulated to all members of the Parish Council for comment. The Chairman thanked those members who had reviewed the document for submitting their comments. A virtual meeting will be held with Mr. Ricardo Rios on 16th March and it is hoped that the Berinsfield Neighbourhood Development Plan will be completed by the end of 2023.

8. **Conditions of Hire for the recreation ground, Lay Avenue, Berinsfield.**

A draft Conditions of Hire document had been prepared by the Clerk and had been circulated to all Members of the Parish Council for review. It was AGREED that the draft Conditions of Hire form should be approved and used for all future bookings of the recreation ground. It will be put on the Parish Council's website.

The Parish Council discussed the fee charged for the hire of the recreation ground by commercial users and it was AGREED that this should remain at £100.00 per operating day for the year 2023-24, but that this should be increased to £200.00 per operating day with effect from 1st April 2024.

9. **Correspondence and Items for Information.**

a) **Use of recreation ground.**

i) **Boys' Football Tournament** The Parish Council was informed that Berinsfield Football Club wish to hold a Boys' football tournament on the 19th and 20th August, 2023. The Parish Council AGREED that the boys' football tournament could take place and that the fee for the use of the recreation ground and pavilion should be £60.00 per day.

ii) **Adult sports day.** The Berin Centre would like to organise an adult sports day during the summer. The date has not yet been agreed.

b) **Village Fete 24th June, 2023.** The Parish Council noted that the Vice-Chairman and Clerk had met with the lady who wishes to organise the fete. Any organisations or individuals who would like to participate in the fete should contact the Clerk to the Council Clerk@berinsfield-pc.gov.uk in order that their information can be passed to the organiser.

c) **Parish Council's notice board.** It was AGREED that the Parish Council's notice board should be moved from the front garden of 39 Fane Drive and be installed in the area behind the metal bench by the Health Centre. The Manager at the Health Centre is in agreement with this.

d) **Burcot and Clifton Hampden Neighbourhood Development Plan and Order.** The Parish Council noted that comments can be made on the Burcot and Clifton Hampden Neighbourhood Development Plan and Order from 21st February until 11th April, 2023. The Neighbourhood Development Order is to grant planning permission for a new GP surgery, 17 new houses, including four affordable houses, an extension to the village hall, additional parking and a new burial ground, located on two sites in the centre of the village of Clifton Hampden. Details can be found on the South Oxfordshire District Council website [Burcot and Clifton Hampden Neighbourhood Development Order](#) and comments can be made online.

e) **Oxfordshire County Council tree planting.** The Parish Council noted that the Oak Tree that was going to be planted in the highway verge in Fane Drive opposite the Co-operative store, is now going to be planted in the highway verge in Kennet Close adjacent to Burcot Lane.

f) **Consultation Project.** Councillor Bridge declared an interest in this item. The Parish Council has been contacted by a young lady who is currently working on a project that aims to develop recommendations for Local Authorities and Parish Councils about how to reach and engage with young people aged 18 – 25 years in consultations. The project is commissioned by Future Transport Visions Group and for the final phase of her research she is looking to discuss the findings with people who are running or have run consultations to see if the findings are useful/relevant in their context. The Parish Council noted the information and it was AGREED that the young lady should be put in touch with Mr. Charles Campion from JTP who is currently involved with the Berinsfield Garden Village engagement process

g) **Riverside Counselling.** The Parish Council noted the information about the Cuppa and a Chat scheme being run by the Riverside Counselling Service at the Berin Centre at 1 p.m. on 7th and 21st March, 2023.

h) **Postal address for properties in Drayton Road, Berinsfield.** The Parish Council noted the information contained in the agenda regarding the reason why the current postal address for properties in Drayton Road, Berinsfield is Dorchester on Thames and not Berinsfield. The Parish Council AGREED that representations should be made to South Oxfordshire District Council and the Royal Mail to get the postal address for the properties in Drayton Road, Berinsfield to be given the postal address, Drayton Road, Berinsfield and not Drayton Road, Dorchester on Thames.

i) **Replacement of worktop in the kitchen and new door to store room at the Pavilion.** The Parish Council AGREED that the quotation of £690 to replace the worktop in the kitchen at the Pavilion and £250.00 to replace one of the doors to the storeroom, should be accepted.

j) **Maintenance of football pitches.** The Parish Council noted the information contained in the agenda regarding the proposed maintenance of the football pitches.

The Oxfordshire Football Association recommended that the Parish Council should contact Mr. Phillip Garrod from Elite Turf Solutions Ltd. to obtain advice about maintenance of the football pitches. Mr.Garrod visited the recreation ground with the Chairman and Clerk and made recommendations about the works required. He has provided a quotation for the maintenance works, which should be carried out in the Spring and Autumn. The Parish Council has included funds in its budget for 2023-24 for pitch maintenance, but has also carried out a Pitch Power assessment and been approved to apply for a grant from the Football Foundation. At the present time the grant scheme is not open for Town and Parish Councils, only Football Clubs, but this will change in April 2023. Following a discussion, it was AGREED that :-

i) The Clerk should contact the Football Foundation to enquire about the time scale for the grant scheme that they will open in April, 2023 that will allow Town and Parish Councils to apply for grants for the maintenance of football pitches. If the grant scheme is likely to start early in April and applications are determined fairly quickly, the Parish Council should wait for the application window to open and then submit a grant application.

ii) If the grant scheme is likely to be delayed, the Parish Council should place an order with Elite Turf Solutions Ltd. to have the spring maintenance carried out at a cost of £8560 plus VAT and apply for the grant for future maintenance when the application window is open.

k) **Minerals and Waste Plan, combining the Minerals and Waste Local Plan Part 1: Core Strategy and Part 2: Site Allocations Plan into a single plan.** Oxfordshire County Council has informed the Parish Council that work is commencing on the production of the new Minerals and Waste Plan and an Issues and Options public consultation is expected in the Summer of 2023. Ahead of the consultation they will undertake a “Call for Sites” exercise that will be running from 1st March until 12th April. More information can be found on <https://www.oxfordshire.gov.uk/residents/environment-and-planning/planning/planning-policy/minerals-and-waste-policy/new-minerals-and-waste-plan-0>

10. **Statement of accounts for March 2023.** It was AGREED that the statement of accounts for payment in March 2023 in the sum of £8064.33 should be APPROVED.

11. **To inspect the Parish Council’s bank statements for February 2023.** The bank statements were circulated to those present at the meeting and the balances were noted by the Parish Council

12. **Items of report to Chairman.**

i) **Probation Community Service.** The Probation UPW Placement Co-ordinator has contacted the Parish Council to enquire if there are any projects they could assist with. The Clerk has forwarded details of this service and the contact details to organisations in the village.

ii) **Dog Litter.** It was reported that there currently appears to be many incidents of people not clearing up after their dogs. There are 22 dog litter bins located around the village. If anybody witnesses an incident of a dog being allowed to foul in a public open space or on a pavement and their owner does not pick this up, they can report this on <https://www.southoxon.gov.uk/south-oxfordshire-district-council/environment-and-neighbourhood-issues/neighbourhood-services/littering-fly-tipping-and-dumping-waste/dog-fouling-and-littering/>

iii) **Path around recreation ground, near to access to Chiltern Close.** It was reported that the tarmac path around the recreation ground has sunk near to the access to Chiltern Close. The Parish Council agreed to inspect this and take the relevant action.

iv) **Request for additional car parking in the village.** It was AGREED that SOHA Housing should be contacted to ask if they have any plans to provide additional parking on some of their open spaces in the village.

13. **Date of next meeting 3rd April, 2023.**

14. **Confidential Items.** In view of the confidential nature of the following items, the press and members of the public are asked to leave the meeting.

- a) To consider quotation for Burial Ground improvements.
- b) Provision of solar panels on the roof of the pavilion.

