

## Letcombe Regis Parish Council

Parish Clerk Mrs Elizabeth Jenkins  
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4 The Old Stables  
Warborough Road  
Letcombe Regis  
OX12 9LD

### Minutes of the Annual Parish Council Meeting held on Monday May 15<sup>th</sup> 2023 in the Warborough Room of the Village Hall directly after the Annual Parish Meeting

**Present:** Chairman J Lapsley (JL), Cllrs David Barber (DB),  
Tom Griffin (TG), and Gordon Lundie (GL),  
Elizabeth Jenkins (EJ) Parish Clerk.

District Cllr Paul Barrow  
County Cllr Yvonne Constance

Item		Action
1.	<b>Election of Chairman and Vice-Chairman</b> The Chairman asked for nominations for Chairman and Vice-Chairman, Cllr Lapsley was nominated by Cllr Barber seconded by Tom Griffin. Cllr Lapsley accepted the position. Cllr Lapsley then nominated Cllr Batchelor as Vice-chair explaining that she had earlier contacted him knowing he was unable to attend the meeting to ask if he would consider becoming vice-chair and he had agreed. The nomination was seconded Cllr Lundie.	
2.	<b>Acceptance of Office</b> Cllr Lapsley signed her Declaration of acceptance of office. Cllr Batchelor would sign his Declaration of acceptance of office at the next meeting.	PB
3.	<b>Apologies for Absence:</b> Cllr Batchelor who was away, Kristine Hitchcock and Doug Frewer	
4.	<b>Declarations of Interest:</b> There were no declarations of interest	
5.	<b>Welcome to new Councillors:</b> Chairman Jeanne Lapsley welcomed the two new Councillors to their first Parish Council Meeting. Councillors signed their Declarations of Acceptance of Office The Clerk would forward their Register of Members Interests to the Vale's Monitoring Officer.	
6.	<b>Approval of the Minutes of the Parish Council meeting held on 20th March 2023.</b> Councillors approved the minutes.	
7.	<b>County Council Matters:</b> Brought forward from the last meeting	

Cllr Constance would contact Airband to repair the dropped trench at the bottom of Court Hill Road.  
 Cllr Constance confirmed she will write to OCC to request they remove the tree they installed on the green at the bottom of Warborough Road.

Cllr Constance had been held up at another Parish Council Meeting and she arrived just after the meeting closed but did confirm she would action the above items.

YC

**8. District Council Matters:**

Antwicks Stud - withdrawal of LRE/4783/6-X – Cllr Lapsley pointed out that a condition of the later application P22/V1247/FUL being approved was that the application would be withdrawn. District Cllr Paul Barrow agreed that he would contact Planning to ensure that the application was withdrawn.

PB

Parish Council Matters:

- i) Nomination of a Councillor to stand for the OALC Executive Committee. Cllr Lapsley reported that she was on the OALC Executive Committee and was happy to stand for another term. Councillors approved her name going forward to OALC.
- ii) New Councillors Induction (all councillors need to sign the forms of acceptance of the post and fill in the declarations of interest forms.) This was covered earlier under item 5.

**9. Financial Matters:**

The Clerks report had been given at the Annual Village Meeting held earlier that evening.

- i) Ratification of invoices (see last page of Agenda)

**Payments**

200629	F Engelmann Toner for Register printer	181.86
200630	Clerk for Parish Council purchases	340.39
200631	Clerk for March salary	480.14
200632	HMRC-PAYE	77.60
200633	Particular Ltd Platinum Celebrations	120.00
200634	Clerk April salary	450.28
200635	PAYE for April	82.60
200636	Maintenance to RG & VHC	905.25

**Receipts**

R01	Headstone fee for A & B Night	130.00
R02	Register advert invoice no 146	12.00
R03	1 <sup>st</sup> half of Precept	10,589.00
R04	Register advert invoice no 147	45.00
R05	Sovreign Grant Coronation funding	300.00
R06	Memorial stone for Pierce	65.00
R07	Plot Reservation fee	200.00

It was noted that the precept amount stated on the Agenda for the meeting was incorrect but this has been corrected above.

- ii) Summary of payments and receipts to date against budget.  
A summary would be available at the next Parish Council Meeting
- iv) Grant requests  
Wantage Independent Advice Centre trading as Vale Community Impact (VCI). Villagers are regular users of WIAC. Councillors discussed and agreed to give a grant of £
- v) Annual review of Council Policies and Procedures.  
Due to the change of Councillors some of the Policies and Procedures would need amending. The Community Emergency Plan would also need updating and the Clerk would discuss with the Chairman and bring this to the next meeting.
- vi) Councillor timetable to observe new Accounting system with Parish Clerk This would be resumed once the Clerk had familiarised herself with the new Scribe accounting system. Which although more complicated than DOSH initially it would make financial summaries easier to produce and would simplify the end of year reports for the Audit.

**10. Planning Applications:**

**LRE/4783/6-X, Antwicks Stud, Main Street, Letcombe Regis, OX12 9JD.**

Outline application for the erection of an additional thirty stables with associated store and tack room. New indoor riding school and manège. Conversion of the existing bungalow on the site into two residential units. Freedom of Information request and response from District Council. *District Councillor Paul Barrow confirmed at the last meeting that this application will be withdrawn now the later application P22/V1247/FUL had been approved as reported in the minutes of the 16<sup>th</sup> January.*

**P22/V1506/DPO, Upper Manor Farm Warborough Road, Letcombe Regis OX12 9LD.** Discharge of legal obligations relating to P90/V0174/FUL dated 17<sup>th</sup> August 1990 and 5<sup>th</sup> July 2007. Registration date 16<sup>th</sup> June 2022, Target Decision date 11<sup>th</sup> August 2022. PC comments are attached to the September minutes.

**Amendment 1, Upper Manor Farm Warborough Road, Letcombe Regis OX12 9LD.** Discharge of legal obligations relating to P90/V0174/FUL. Parish Council Comments As an underlying principle - there is no threat to the owners staying there, as the land/stables etc can be leased to A N Other once permission is sought from the Council and approved. Councillors would challenge the argument that is not suitable for equestrian use - it is, judging by the calculations in the Vales Consultancy report. Before any of this can be sorted there should be a proper marketing exercise to see if there are interested parties who would be interested in buying and investing in the current breeding, training or livery business. Only when this is shown to be unmarketable should there be any consideration given to changing the current arrangements. With minimal impact to the future potential for employment and business within the rural community, the owners could stay in the house for their retirement, and the equestrian use/land could be leased with the approval of the Council. This would satisfy all parties and provide a measure of security for ongoing rural business opportunities.

**Application Refused**

**P22/V0136/HH 6 Mill Paddock, Letcombe Regis, OX12 9JE** First floor side addition and two storey rear extension; alterations to existing external store door; & additional first floor front elevation window. Start Consultation Period 24th January 2023, End Consultation Period 14th February 2023, Target Decision Date 15th March 2023. **Granted**

**P23/V0891/HH, The White House, Main Street, Letcombe Regis OX12 9JL.**

Proposed replacement of defective utility room structure and shingle roof tiles. Start Consultation Period 18<sup>th</sup> April 2023, End Consultation Period 19<sup>th</sup> May 2023, Target Decision Date 12<sup>th</sup> June 2023. Councillors have no problems with this application. **Ongoing**

Planning Applications received since publication of the Agenda (if any)  
The were no other planning applications.

- 11. Dates approved by the PC but subject to change,**  
**2023 - 19<sup>th</sup> June\***, To send to the Auditors by 30<sup>th</sup> June.  
17<sup>th</sup> July, 18<sup>th</sup> September, 20<sup>th</sup> November,  
**2024 - 22<sup>nd</sup> January and 18<sup>th</sup> March**

\* Extra meeting in order to approve and sign section 1 and then Section 2 of the Annual governance and Accountability Return.

Elizabeth Jenkins  
Parish Clerk  
24<sup>th</sup> May 2023