

WOODCOTE PARISH COUNCIL

MINUTES of the Parish Council meeting held in the Function Room, Village Hall, Woodcote
Wednesday 21st Jan 2015 commencing 7.30pm.

PRESENT

Chairman	Mr. R. Peirce
Vice Chair	Mr. G. Botting
	Mr. B. Lewin
	Dr. P. Sudbury
	Mr. M. Smith
	Mr. A. Crockett
	Mrs. S. McGurk
	Mr. B. Williams
	Mr. D. Booth
Parish Clerk	Ms. Jenny Welham

1. To receive apologies for absence.

Mrs. D. Hadaway.

2. To receive declarations of interest.

None.

3. **Public Forum**: Opportunity for members of the public to address the Council, the public may also speak about specific items of business as they arise, with the permission of the Chairman
Mr. G. Lytle from Lytle Associates and 3 members from his company to speak about the Chiltern Court development.

4. To approve Minutes Parish Council Meeting held on 7th January 2015.

Approved as true record.

5. Matters arising from those Minutes not on the agenda elsewhere.

Cllr. Botting asked if the meeting with SODC Planning would still be possible. The Chairman advised that he had already spoken to the Clerk who was contacting SODC to arrange the meeting in Woodcote.

6. Planning

No New Applications

6.1 Applications Granted by SODC:

None.

6.2 Applications Refused by SODC:

None.

6.3 Other Planning Matters

Chiltern Court Development

The Chairman invited Mr. Lytle and his associates to speak, Mr. Lytle started by complimenting the PC on the excellent job they had made of the Neighbourhood Plan. He advised that after a preliminary meeting with the Chairman and Cllr. Botting they had redesigned the car parking on the development to conform to the NHP policy.

The matter of access to the development from Tidmore Lane has raised some issues in regard to the ownership of Tidmore Lane which has been difficult to and has yet to be established. The Chairman advised that OCC do currently take responsibility for around 90% of the roads that are in unknown ownership. OCC have classified Tidmore Lane as a byeway. Natural England have deemed that such “white roads” allow people to have access over them but under their definition it would exclude vehicles such as delivery vans and lorries. Their definition is a grey area.

Due to the issues it is possible that the owners, Oratory School will deem to make access from the Reading Road using their current access to Chiltern Cottage. The Chairman and the PC agreed that this does not comply with policies under the terms of the NHP. The access will also be used by the development from the Garden Centre site as access for this development with its current access onto Reading Road would be closed.

The Chairman advised that the access could be at the very end of Tidmore Lane/Reading Road and that a new junction could be considered here. In discussions with OCC Highways they had viewed a large table junction here favourably. Cllr. Botting suggested that there are 3 options, one off Tidmore Lane a short distance from the junction as byeway restrictions can be removed, two access from the corner of Reading Road/Tidmore Lane junction, third is from the Reading Road using the current access owned by the Oratory School, this option is not favourable to the NHP.

Mr. Lytle agreed that they would look at option two and produce some preliminary plans for the PC by the next meeting, following their meeting with the Oratory School next week.

Planning Appeal Land Goats Gambol

The public appeal is scheduled to take place 22nd to 24th April at the Village Hall. The Clerk had circulated the timetable from SODC to councillors. The Clerk to check with SODC if the dates will remain due to the fire at their offices there may possibly be a delay. The PC need to consider their statement and proof of evidence which has to be ready for 25th March.

The PC will present proof of evidence at the enquiry, councillors and residents have the right to register to speak at the start of the inquiry. The PC need to organise local awareness for the inquiry, suggested flyers to residents and a door to door approach for Beech Lane residents in particular, plus an article in the March Correspondent.

The Chairman, Cllr. Botting, Cllr. Lewin will work on the proof of evidence from NHP documents and consultation documents and bring a draft to the next PC meeting. Clerk to contact SODC regarding their statement due for 30th Jan and enquire about timeline.

Letter from Resident regarding Trees on his boundary of properties formerly known as Elmore. The letter was detailed and explained that the owners of one of the new houses had asked for access onto his field to “top” the trees on their boundary to allow more light. The same letter had also been sent to Tom Wyatt at SODC. The letter detailed the statements made about the trees on the planning application, however the tree officer was not in a position to place a tree protection order on these trees, and the statements made regarding the trees had not been placed on the application as a condition of the planning being granted.

Given these circumstances the PC have no power to get a tree protection order and no other powers to address this issue. The trees on the boundary are not owned by the resident who had written the letter, however the PC will reply suggesting that he discusses the matter with his neighbour.

7.FinanceTo approve payments. To note receipts.

28/1/15 Mr. K. Smallbone £30 War Memorial garden maintenance January
28/1/15 Mr. A. Crockett £200 Litter picking for January

Total Payments £230.00

Note no receipts

7.1 Quotations/Grants received for review/approval.

None.

7.2 Witan Pacific Shares – review sale to reinvest with a CCLA fund.

The Clerk reported that these shares had been purchased using Allotment funds from the sale of allotment land. At last valuation in November 2014 they were around £19K. The shares have paid a dividend of approximately £55 per annum. The Clerk suggested that the return from several of the CCLA propositions for charity funds will yield a significantly better return.

Questions raised by the PC such as what was the initial investment amount, when was the investment first made, Clerk to work with Cllr Booth on this and recommend to the PC.

8. Other Committee Reports

Village Hall Management Committee

Cllr. Booth reported, that the minutes had been circulated from their meeting, no major issues. He raised the concern that the topic of “ownership” of the VH had been raised again by SODC on the current grant application pending for the Fire Alarm System. The Chairman thought that as custodial trustees of the charity the documents stated that the PC owned the building, this is not stated on the charity documents, it is set up as a “management committee”. The Clerk advised that the solicitors Blandy and Blandy who had been instructed last year to research first registration of the VH needed a meeting with the PC Chairman to progress this matter. The PC had agreed to this previously and it was agreed to progress this and the Clerk to arrange a meeting.

Village Green Committee

No meeting

Neighbourhood Plan Group

Cllr. Botting reported that new enquiries are still coming in from other Parishes for advice on Neighbourhood Planning set up.

Traffic Advisory Group

The group were now working in smaller groups on specific problem areas around the village to “score” the risk factors to enable priorities to be set at the next meeting which is 5th February.

Education Advisory Group

Cllr. Lewin had circulated a draft terms of reference, one change to this the PC will not commission this group it is a separate advisory group with no link to the PC. The Chairman is a governor at Langtree Academy and will feed in the points for the Terms of Reference to the school.

Youth Club

Attendance figures are up (8/10 boys) and the club appears to be re-emerging. The new volunteer youth worker Heather is doing well and is actively working on setting up a "junior youth club night". The Club may request some the funds the PC have budgeted in the near future.

Cllr. Williams has been asked by the YC committee to talk to Councillors Booth and Smith (they are in the VHMC) regarding fire escape provision from the upper floor of the youth club facilities (other safety issues concerning the access stairs / chair lift are being progressed by the Youth Club Committee with the Village Hall Facilities Manager) .

The Clerk suggested they ask a local fire officer to visit for advice.

Police

Based on "reported crime stats" Woodcote crime remains below national averages.

The Henley Community Policy team has been strengthened (2 additional PCSOs) and the current team will be reorganised. As a result we will lose PCSO Mark Bell who has been assigned to Goring, although he will remain available to support our new PCSO, his details will follow but on first meeting he appears an enthusiastic and bright young man.

Mark will be running an "advisory speed check" on the Goring Road in the near future and will provide the results to the Traffic Advisory Group.

9. Other Matters for Chairman

Cllr. Crockett asked what the back-up procedure is for the PC office. The Clerk advised that the PC is backed up to an external hard drive which is removed from the office.

This does not cover the paperwork archive in the loft, or the day to day paperwork in the office. Clerk to review options and costs of off-site storage.

10. Correspondence

None.

11.To note date of the next PC meeting: Wednesday 4th February 2015

Signed.....Date.....