

WOODCOTE PARISH COUNCIL

MINUTES of a Parish Council meeting held in the Committee Room, Village Hall Woodcote 6th April 2011, commencing 7.30pm.

PRESENT

Chairman	Mrs. M. Edmonds
Vice Chairman	Mrs. D. Hadaway
	Mr. K. Grady
	Mr. R. Peirce
	Mr. P. Tyler
	Mr. J. Lynch
Parish Clerk	Ms. Jenny Welham

1. To Receive Apologies For Absence

Mr. C. Edwards, Mrs. S. Harrison, Mr. P. Stevenson

2. To Receive Declarations of Interest

None.

3. Public Forum

Mr & Mrs Lloyd present in regard to their planning application P11/E0434 .

Mr. G. Botting and J. Green present regarding the proposed development at land at Behoes Lane, they had questions regarding the public exhibition in particular the questionnaire mentioned in the notices.

Mr. R. Farmer for the agenda item for The Youth Centre.

PCSO Michael Rawnsley to give a report.

4. To Approve Minutes of Meeting held on 16th March 2011

Minutes approved.

5. Matters arising from those Minutes not on the Agenda Elsewhere

None.

6. Chairman's Report

The Chairman invited PCSO Michael Rawnsley to give his report first.

Michael Rawnsley reported on the speed trap that had been carried out on the Goring Road following the Parish Council's concerns regarding traffic speeds through the village. The trap had been effective in slowing traffic down and 5 drivers were stopped 1 of which was given a ticket. Further speed traps are going to be arranged, Councillor Lynch asked if they could be done in the morning rush hour when children are going to school as one of the main concerns from the Parish Council was for safety of children on route to school. It was confirmed that a speed trap will be carried out during rush hour at some point.

A high level of burglaries are being reported, 1 in Beech Lane and 1 in South Stoke Road, some arrests have been made. However the message is still to remain vigilant and watchful and report anything suspicious.

The PCSO's had stopped 2 mini motorbikes and given one a warning, they are keeping close watch on these two individuals, further section notices will result in seizure of the vehicle.

The Chairman reported that the Clerk had delivered the Election Nomination papers to SODC, we are awaiting the list of candidates to be sent out to the Parish Office.

In response to a matter raised at the previous meeting, the Chairman read the rules and procedure covering Chairman's Allowances. Councillor Lynch stated that the Parish Council had in the past agreed that the Chairman's allowance would not be taken. The Clerk advised that the previous Chairman's allowance had been paid. It was agreed that the new Parish Council should discuss this matter as an Agenda item and finalise the situation.

7. Youth Club Proposal – Review proposal for conversion of office to a toilet.

Mr. Richard Farmer presented the proposals and also showed the plans for the work required to install the new toilet, baby changing facilities are also to be installed which will benefit all uses of the Village Hall.

The only planning required is for the disabled users ramp, however as custodial trustees if the application is put in from the Parish Council, SODC have stated that it is likely to go straight through and probably without cost.

There were discussions regarding the drainage route, Councillor Lynch pointed out that the drain proposed to be used was constantly getting blocked, particularly when a function was being held in the Village Hall. Councillor Lynch also asked if automatic water cut off to the taps can be installed as there have been incidents of taps being left running. Mr. Farmer will carry out further investigation into the technical aspects of the drainage.

Mr. Farmer requested that Parish Council agree to be the applicant on the planning application. The Parish Council agreed subject to a drainage survey.

The Grant for this work was given by Grantscape set up by Oxfordshire Stronger Communities Alliance on behalf of Oxfordshire County Council. The Parish Council have asked Mr. Farmer to check if there are any defaults and conditions in relation to the grant funding as they need to ensure that the Parish Council will not be held liable to these conditions should the Youth Centre cease to exist. Mr. Farmer to report back.

8. Planning

8.1 Applications

P11/E0434 New Dormer Bungalow. Conway Reading Rd Woodcote.

This is a slightly different design to the previous application that was approved. The building is smaller and follows the same building line. Following site inspection, only 1 neighbour had voiced an objection. The Parish Council recommend No Strong Views. Councillor Grady abstained from voting.

Mr & Mrs Lloyd left the meeting.

8.2 Applications Granted by SODC:

P11/E0058 Extensions and alterations. Greenhills, Shirvell's Hill, Goring Heath. – Approved

P09/E0934. 33 Whitehouse Road development to erect 3 two bed roomed houses and 1 three bedroom house and retention of existing house. This application was refused by notice dated 23 June 2010, but was taken to appeal by the applicant Appeal Ref: APP/Q3115/A/10?2135446. The Inspector has allowed the appeal and granted planning permission as ref P09/E09343.

8.3 Applications Refused BY SODC:

None.

8.4 Other Planning Matters.

Public Exhibition on proposed Development land at Behoes Lane.

This will take place on 18th & 19th April 2011 Village Hall Pavilion Room. Timing is 10.00am to 2.00pm on the 18th and 4.00pm to 7.00pm on the 19th.

Mr. Botting and Mr. Green had concerns regarding the potential bias of the mentioned questionnaire.

The Clerk advised that the questionnaire was a misconception, she had spoken to the developers and the intent is for a questions and answers open session, with people who cannot attend being able to write their questions and send them in for answers. Mr. Botting and Mr Green stated that all should be done to encourage as many of the village residents to attend the exhibition to voice their views, the Parish Council will have representatives present on both days, but they can only voice their personal view at this stage and not represent the view of the Parish Council as there is no actual planning application presented yet. Councillor Peirce stated that he suspected the developers were preparing to make an application.

(Mr. Botting, Mr Green and Mr. Farmer left the meeting)

9. Finance To Approve Payments and to Note Receipts

None

9.1 Quotations/Grants received for approval

Allotment Stewardship Committee are requesting funding of approximately £100 to erect a wooden pedestrian gate at the allotment entrance off Gap Way. Expenditure of £100 Approved.

10. Review Budget Review Year End Figures (2010/11)

The Clerk presented the budget figures, which had previously been circulated. The overall unaudited figures are on or under budget for most categories, with some items over budget and some under. Councillor Lynch was surprised at the figure for hedge cutting which seemed lower than expected. The Pre School Kitchen Grant transfer is shown as a receipt and then subsequent two payments. Councillor Lynch asked the Clerk to check that this figure would not take the Parish Council external Audit charge to the next level and incur additional Audit costs, if this is the case this purely transfer transaction can be removed. The Clerk will check this with BDO external Auditors.

The Chairman thanked the Clerk for all the work she had carried out on the final audit this year.

11. Allotments – Review and Agree Management Charge for Year 2010/11 and change of Bank Account. The Clerk presented the year end allotment accounts. The request is to change the Allotment Bank account from Nationwide pass book account to a proper current account with Lloyds TSB to enable all transactions for receipt and payments to go through the allotment account. Currently the Woodcote PC current account makes payments for the allotments and also receives interest amounts on their invested funds. The Council agreed to the bank account change. The annual management charge to the Allotments was agreed at £1105.

12. Review of Bank Account Changes Review savings accounts and bank account for FY2011/12. The Clerk reported that the changes to the Bank Accounts from National Westminster to Lloyds TSB were progressing well. The new Bank Mandate was duly signed by members of the Parish Council present at the meeting and the new bank account should be operational sometime week commencing 11th April 2011.

13. Village Green Update

Councillor Tyler reported on several items, firstly he presented a piece of roofing material for the bus shelter as a potential replacement to the tiles currently used that are often vandalised. A second proposal is to board the inside roof of the bus shelter with heavy ply to stop the tiles being pushed off. The tiles are misplaced by people standing on the seat inside the bus shelter and pushing them off from the inside. Councillor Peirce stated that planning for the bus shelter had specified certain materials and that the material presented would probably be unacceptable. It was agreed that the second proposal to board the inside of the roof was preferable, Councillor Tyler to obtain quotes for this, two quotes, one for boarding the roof and one for a false board ceiling inside the bus shelter. Clerk to get quote for any current broken tiles to be repaired.

Councillor Tyler reported that the Youth Shelter on the recreation ground is of unsuitable design and unsightly and is not used by the youth of the village. The proposal is to either remove the shelter altogether, resite it elsewhere on the recreation ground or Folly Field or to replace it with another type of shelter. Councillor Lynch suggested that the Youth of the village be polled to ask for their views on what they would like. Councillor Tyler to contact Anne Stevenson to arrange this.

The Village Green committee request that another dog waste bin be sited at Dean Woods Footpath. This could have an impact on the collection expenditure so would need to be investigated before agreement. Sue Sandford has agreed to display a notice on her property which is sited next to the entrance to the Dean Woods footpath. Council agreed to trial this for a period and discuss dog waste bins as an agenda item at another meeting. Councillor Tyler to draft text for a notice.

14. Other Matters for Chairman

Councillor Tyler raised the point that the current meeting room used for the Council meetings was under review to be changed into further facilities as changing rooms for the recreation ground. The Parish Council agreed to use the Function Room in the Village Hall subject to availability, if the changes to the Committee Room go ahead. The Clerk to check availability of the Function Room with the Booking Manager.

Councillor Grady asked if the Agenda for Parish Meetings with all supporting documents could be sent out a few days in advance of the meetings rather than individual emails. Clerk to action this where possible.

15. Correspondence

1. Letter from Citizens Advise Bureau - Thanking the Parish Council for their donation.
2. Letter SODC Legal Services – Notification of request for road closure for a street party West Chiltern numbers 57 to 81 inclusive. The Parish Council to advise SODC that it has no objection.

16. Confidential Business (see page 4)

17. To note date of the next meeting: Wednesday 20th April 2011.

Chairman closed the meeting at 9.50 pm

Signed: _____ Chairman/Date _____