

# *WOODCOTE PARISH COUNCIL*

**MINUTES** of the Meeting of the Parish Council held in the Committee Room, Village Hall, Woodcote 15<sup>th</sup> August 2007.

## **PRESENT**

Vice Chairman	Mrs. Karen Woolley
	Mr. Colin Edwards
	Mrs. Diana Hadaway
	Mr. Ken Ison
	Mr. John Lynch
	Mrs. Marilyn Maddock
	Mr. Robin Peirce
	Mr. Peter Tyler
	Mr. Peter Woods

## **(1) APOLOGIES**

Chairman	Mrs. Fiona Preston
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In the absence of Mrs. Fiona Preston, Mrs. Karen Woolley took the chair.

**(2) TO AUTHORISE** the Minutes of the Parish Council meeting held on 1<sup>st</sup> August 2007. **IT WAS RESOLVED** that the minutes be accepted and signed.

## **(3) REVIEW OF ACTIONS**

See Appendix.

Mr. Tyler requested an update on progress on the encroachment onto highway line by a fence erected alongside the bridle path alongside Greenmore Cottage. The Clerk reported that Mrs. Jenny Beardmore of the OCC footpath department had informed him that a letter had been advising the residents that legal action was being entered into. Mr. Tyler requested that this action be put on the action list. **CLERK - done**

## **(4) TO ADJOURN THE MEETING**

## **(5) CHAIRMAN'S ADDRESS**

Mrs. Woolley raised the issue of the colour of the roof on the new sports hall at Langtree School. She agreed to speak to Mr. Tom Wyatt the planning officer, to ascertain whether the bright blue colour had been agreed in the planning process. **KW**

**(6) PLANNING APPLICATIONS TO BE CONSIDERED**

**P07/E0971** 15 Wayside Green Single Storey side extension, front porch and garage conversion.

**IT WAS RESOLVED** to recommend Approval with the comment : Because of loss of garage space hard standing should be laid to accommodate a car space..

**P07/E0899** 20 West Chiltern, Woodcote Erection of a conservancy to the rear elevation.

**IT WAS RESOLVED** to recommend Approval. Mr. John Lynch declared an interest and took no part in the deliberations.

**(7) PLANNING APPLICATIONS GRANTED, REFUSED AND OTHER PLANNING MATTERS**

**PLANNING APPLICATIONS GRANTED**

Parish Council  
Recommendation

**P07/E0634** Beechwood, South Stoke Road

Approval

**P07/E0544** Little Acre, Beech Lane

Approval

**PLANNING APPLICATIONS REFUSED**

None

The Clerk to book the following planning training course places.

**CLERK - done**

10<sup>th</sup> September 2007 Henley,  
25<sup>th</sup> October 2007 SODC

Mrs. Diana Hadaway and Mr. Colin Edwards  
Mr. Ken Ison and Mr. John Lynch

Mr. Robin Peirce said it was important that the objections of the Parish Council to the planning application for 89/91 Whitehouse Road, P07/E0635, be sent to all the members of the Planning Committee indicating the strength of the objections and urging them to pay a site visit..

**CLERK**

**(8) FINANCE**

**(i) Payments in August 2007**

The following Payments were agreed:

2784	Berinsfield Comm Bus	Grass Cutting	995.45
2785	Berinsfield Comm Bus	Hedge Cutting	304.88
2786	Woodcote Com. Centre	Room Hire	20.00
DD	BT Direct Debit	Telephone Charge	22.00
DD	Thames Water		19.00
DD	AOL		17.99
SO	Mr. Jordan	Aug '07 Pay	628.25
SO	Mr. Fordham	Aug '07 Pay	601.52
SO	Mr. Giles	Aug '07 Pay	628.55

**Total** **£3,237.64**

## **(9) REPORTS FROM COMMITTEES**

### **(i) Village Hall Management Committee**

The report included the requirement of the VHMC to send Mr. Fordham, the facilities manager, on a Fire Brigade Course. The council thought the cost of £150.00 was excessive and the course may provide more than necessary for the VHMC's needs. Clerk to discuss with Mrs. Rose Metcalf, the secretary of the VHMC and to contact ORCC for their views. **CLERK**

It was suggested that next years budget include money to replace the wooden fence that runs on the south side of the village hall car park.

### **(ii) Parish Plan**

Mr. Robin Peirce reported that he would be attending the Chilterns Board Planning Conference on 3<sup>rd</sup> October 2007. Mrs. Diana Hadaway would like to be booked into the conference. **CLERK**

### **(iii) Recreation Ground Committee**

Mrs. Karen Woolley advised the meeting that the contents of any constitution written for the Recreation Ground committee would depend on how the recreation ground was registered as a Charity. She agreed to check with the Charities Commission. **KW**

Following a question from Mr. Tyler about progress on the barriers proposed at the northern entrance to the recreation ground it was agreed to put this item on next meetings agenda. **CLERK - done**

The Clerk raised the matter of grass cutting of the recreation ground and he was asked to call together Mr. Sam Peates, chairman of the Recreation Ground Committee, Mr. Peter Tyler and Mr. Ken Ison for a meeting on the matter. **CLERK /SP/PT/KI**

**(12) CORRESPONDENCE RECEIVED**

The following Correspondence was noted except where specifically annotated.

**A.**

- SODC Parish Councillor Training
- Toll Bridge Meeting
- Zurich Life Insurance

The Council agreed to request an All Risks cover from Zurich Life Insurance for the new play equipment. **CLERK**

- OCC Minerals and Waste Core Strategy

**B. For Information, Not Requiring Action**

- OCC News August 2007

**(13) EMERGENCY QUESTIONS TO THE CHAIRMAN**

Mrs. Karen Woolley reported on the meeting with Mrs. Fiona Preston and the headteachers of Langtree School and the Primary School where the subject of vandalism and drug dealing were raised. She recommended that a Security Working Group be established. Agenda item for next meeting. **CLERK - done**

The Council asked the Clerk to get a new finger post installed to replace the one at the memorial cross roads destroyed by a car. The Clerk to request that the replacement post be in the stile of the previous one. **CLERK**

There had been an informal approach from Mr. Punter of 9 Gap Way requesting the Council sell allotment plot 34 to him to incorporate it into his property. Agenda item for next meeting. **CLERK - done**

Mr. John Lynch reported that an analysis of the asbestos found in the new allotment plots showed it to be

The meeting closed at 9.30 pm.

..... CHAIRMAN

..... DATE

## OUTSTANDING ACTION LIST – 15<sup>th</sup> August 2007

### *Allotments – Page 46/47*

#### 12. Grass Cutting

The Clerk reported that he was investigating the apparent failure of Berinsfield Community Business to cut the allotment grass twice a month. Mrs. Cork and Mr. Peirce agreed to prepare a plan showing which areas of grass including paths should be cut in future. **FC/RP**

Ongoing.

### *Reports from Committees – Page 77*

Mr. Peirce agreed to complete the Strategic Objective questionnaire on behalf of the Council following any comments from the other councillors to be provided within a week. **RP**

Ongoing

### *Correspondence Received – Page 83*

#### VHMC Linda Burton Ground Subsidence

The Clerk to ask Mark Hatt to look at the problem. **CLERK**

Written to Mark Hatt. Response received will look at when weather improves. Chasing letter sent.

### *Questions to the Chairman – Page 105*

Mrs. Cork asked about the lighting in the new Oratory School car park on the old golf driving range field adjacent to Greenmore and Reading Road. The lights are on throughout the night and are clearly visible across the field from Greenmore and Reading Road. Also, the Parish Council had requested footfall lighting in its response to the planning application for the car park, but some lights are about 6ft above ground. It was agreed to write to SODC enforcement seeking clarification of what type of lighting had been approved and to draw their attention to the lighting being on all night. She also raised the issue of the new Oratory School sign that had appeared at the entrance to the school in Reading Road. Clerk to inform the Planning Department. **CLERK**

Letter written to SODC Enforcement. Acknowledged.

### *Chairmans Address – Page 109*

The Clerk was asked to arrange for replacement bollards to be installed next to the bottle bank. **CLERK**

Quote requested from Higleys. Bollards replacement now dependent on resurfacing of car park.

***Chairmans Address – Page 122***

Mrs. Preston told the meeting of the profitable meeting they had had with SOHA on the future of Mowforth House. A follow up meeting was required in about six months time.

**CLERK**

***Questions to the Chairman – Page 135***

Mrs. Maddock asked if recycling bins could be located on the recreation ground. Clerk to check with SODC.

**CLERK**

Completed

Telephone call to SODC. Recycling bins not provided. Litter bins must be at roadside.

Completed

The Clerk was asked to obtain quotations to relay the Reading Road car park.

**CLERK**

Now dependant on underground bottle bank.

***Questions to the Chairman – Page 147***

Mrs. Woolley asked for the Folly Orchard Road sign to be repaired.

**CLERK**

Email request sent to SODC.

Wayside House was too brightly lit up at night. The Clerk was asked to contact Planning.

**CLERK**

Ongoing

***Correpondence Received – Page 8***

- Higleys Quotations  
Mrs. Preston and Mrs. Woolley to meet with Mr. Peates to discuss these quotations.

**FP/KW**

New Agenda Item. Remove

***Chairmans Address – Page 10***

It was recommended that new Councillors take the opportunity to attend one of the SODC training sessions for new Parish Councillors.

**CLERK**

Dates Received. Passed to Councillors.

***Correspondence Received – Page 18***

- Builders Ede Ltd.

Invite Ede Ltd. To come and talk to the Council about future development at the Folly, South Stoke Road. **CLERK**

Letter sent. Telephone call - Jonathan Ede will let us know in advance when he proposes to attend.

***Chairmans Address – Page 24***

Mrs. Preston reported that the direction sign at the memorial crossroads had been stolen. It was suggested that a flyer be prepared for the next Correspondent to ask villagers to return any pieces that they might find. **KW/CLERK**

Mrs. Preston to inform PCSO Mark Bell. **FP**

***Allotments – Page 26***

The Clerk reported that he had not been able to find a Charity Registration for the Recreation Ground Committee. The Clerk was asked to search the archives to find any Charity Commission documents relating to the Allotments. **CLERK**

Since the Clerk had identified problems with the definition of allotment plots causing interference with the cutting of grass areas between the plots it was agreed to propose to an allotment holders meeting, to be held on 2<sup>nd</sup> October 2007, that paths should be half metre wide and plots should be defined with a small trench around the outside. Clerk to arrange this meeting. **CLERK**

Room booked.

The Councillors were asked by Mr. Peirce to view the site in Gap Way of the area of land rented as an allotment to Thatched Cottage Gap Way following an enquiry from a potential purchaser of the property about possible acquisition of the land as part of the property. **ALL**

She also agreed to contact Julia Wheeler of the Police Security Department on the matter. **KW**

The Clerk was asked to write to OCC to ascertain the content of planning permission granted to Langtree School with regard to the new Sports Hall Roof. **CLERK**

***Greenmore Ponds – Page 34***

It was proposed that a note to the effect that stocking the ponds with fish would be illegal be put in the Correspondent. **MM**

Completed. Remove

All councillors were called upon to look for alternative sites in the area for a fishing facility. **ALL**

Completed. Remove

**Correspondence – Page 34**

Mrs. Fiona Preston and Mrs. Karen Woolley agreed to meet with Julie Wheeler of Thames Valley Police to recommend that if it was deemed necessary to build a fence along the footpath at Langtree School, the path should be widened to twice the proposed size for security and safety reasons. **FP/KW**

Completed Remove

They also agreed to write an article for the Correspondent with regard to the proposed fencing around the school. **FP/KW**

Completed. Remove