

WOODCOTE PARISH COUNCIL

MINUTES of the Meeting of the Parish Council held in the Committee Room, Village Hall, Woodcote 16th January 2008.

PRESENT

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

(1) APOLOGIES

Mr. Peter Woods

The Clerk was asked to send a card to Mr. Peter Woods who was recovering from an operation. **CLERK – done**

(2) TO AUTHORISE the Minutes of the Parish Council meeting held on 2nd January 2008. **IT WAS RESOLVED** that the minutes be accepted and signed.

(3) REVIEW OF ACTIONS

See Appendix.

(4) MEMBERS OF THE PUBLIC ADDRESS THE MEETING

No members of the public were present but SODC planning department gave a presentation of the South Oxfordshire Core Strategy.

(5) CHAIRMAN'S ADDRESS

Mrs. Fiona Preston asked each Councillor to respond to the Core Strategy Questionnaire. Mrs. Frances Cork agreed to design a leaflet to be distributed throughout the village urging residents to respond to the strategy document. She, the Councillors and the Clerk would distribute the leaflet over the next few days. **ALL - done**

(6) PLANNING APPLICATIONS TO BE CONSIDERED

P07/E1656 2 and 6 Wood Green, Woodcote Change of use from dry cleaners (A1) to centre for complimentary and alternative therapies (D1).

Postponed to next meeting.

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

PLANNING APPLICATIONS GRANTED

		Parish Council Recommendation
P07/E1373	Summit House Greenmore	Refusal
P07/E1443	11 Grimmer Way	Approval

PLANNING APPLICATIONS REFUSED None

(8) FINANCE

(i) Payments in January 2008

The following Payments were agreed:

2832	Village Green Committee	Donation	400.00
2833	Mr. Giles	Jan '08 Pay	629.36
2834	HM Customs & Revenue		511.42
DD	BT Direct Debit	Telephone Charge	22.00
DD	Thames Water		5.00
DD	AOL		17.99
SO	Mr. Jordan	Dec '07 Pay	664.25
SO	Mr. Fordham	Dec '07 Pay	601.52
		Total	£2,851.54

(ii) 2008/09 Budget

IT WAS RESOLVED to set the 2008/09 Budget as detailed in these minutes below.

(9) REPORTS FROM COMMITTEES

(i) Village Hall Management Committee

The Council agreed to the recommendation presented by Mr. Ken Ison that the Village Hall Committee hire temporary staff for six months to assist Mr. Giles in the hall cleaning.

(ii) Parish Plan No Report

(iii) Village Green Committee No Report

(10) CRIME REDUCTION WORKING GROUP No report

(11) CORRESPONDENCE RECEIVED

The following Correspondence was noted except where specifically annotated.

A.

- SODC Planning Acknowledgement
- Mrs. Booth Allotments
- Mr. Self Allotments

The Council asked the Clerk to contact PCSO Mark Bell about the damage done on the allotments by children crossing the land. The Council asked the Clerk to write to these allotment holders advising them that the stile would not be removed, nor was it agreed to install CCTV cameras. **CLERK - done**

The next meeting with the allotment holders was set for Tuesday 11th March 2008.

B. For Information, Not Requiring Action

- Woodcote Crime Statistics
- SODC Tree Preservation Order
- OPFA – The Playing Field Winter 2007-08
- CAB Caboodle – December 2007
- The Clerk – January 2008
- Council Direct – January 2008
- Home2School – Spring 2008

(12) EMERGENCY QUESTIONS TO THE CHAIRMAN

The meeting closed at 9.55 pm.

..... CHAIRMAN

..... DATE

OUTSTANDING ACTION LIST – 16th January 2008

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

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

Reply received

Correspondence Received – Page 59

- Proposal from Mrs. Jill Sugar on Wayside Green

It was agreed that the trees in the centre of Wayside Green should have their lower branches removed and the other overgrowing vegetation should be cut back. Also potholes and bad paths should be reported to the OCC for repair.

CLERK

Letter written to Mrs. Sugar. Tom Cottrell contacted. No reply.

Footpath Folly Green to Wayside – Page 75

The Clerk reported that he had requested a quotation from the Higley brothers to this work. The Clerk was asked to check if there were any problems with planning and the use of the land. **CLERK**

Planning Matters – Page 81

It was reported that Castle Flooring of Church Farm was illuminating their company sign at night. Clerk to check whether planning permission is required. **CLERK**

Email sent to Paula Fox, planning.

Reports from Committees – Page 88

Mrs. Karen Woolley requested that a proper agreement between the Parish Council and the Village Hall Committee needs to be written to set down the responsibilities of the parties with regard to the cleaning and caretaking of the Village Hall. **CLERK**

**Woodcote Parish Council
Budget for 2008/09**

2006/07 Actual	Budget Heading	2007/08 Actual to End Oct	2007/08 Forecast	2007/08 Budget	2008/09 Budget	Notes
INCOME						
1,048	Allotments	1,290	1,814	1,750	1,850	
1,988	Grass Cutting	2,105	2,105	2,000	2,150	
400	Recreation Ground Fees	-	400	400	400	
9,256	Village Hall	2,185	8,917	8,688	9,245	
1,568	Woodcote Comm	644	1,296	1,614	1,343	
14,259	Total Services	6,223	14,532	14,452	14,988	
925	Stocks/Shares	1,134	1,171	1,000	1,200	
4,979	Bank Interest	1,984	3,584	4,000	3,600	
5,904	Total Investment Income	3,118	4,755	5,000	4,800	
19,100	Youth Support	0	0	0	0	
113,775	Miscellaneous	285	285	0	0	
153,039	TOTAL INCOME	9,625	19,572	19,452	19,788	

EXPENDITURE

Administration

13,599	Clerical Emoluments	8,121	13,662	13,550	14,345	
103	Stationery	89	100	100	100	
1,307	Photocopying	711	1,090	1,650	800	
656	Petty Cash	452	775	500	800	
225	Telephone	131	225	250	250	
2,853	Office Rent	2,792	2,892	2,950	3,000	
781	Office Equipment	234	400	550	500	
8	Legal//Bank Chrgs	105	105	0	0	
1,555	General Insurance	0	1,700	1,600	1,785	
528	OALC	356	606	550	625	
180	Chairman's Expenses	60	120	120	100	
134	Councillor's Expenses	0	0	200	0	
721	Audit Charges	384	1,235	750	775	
0	Village Communication	80	160	500	250	
3,844	Miscellaneous	0	0	0	0	
26,494	Total Administration	13,515	23,070	23,270	23,330	

S137 Payments

20ORCC	20	20	21	21
25Chiltern Soc.	25	25	26	26
26CPRE	0	26	26	26
800CHURCHYARD	0	800	800	800
50ROYAL BRITISH LEGION	0	50	50	50
550Volunteers	0	0	0	150
0OPFA	40	40	36	40
30Open Spaces	0	30	30	30
625Conservation Group/Ponds	150	150	300	300
206Other S137 Payments	0	0	0	0
2,332Total S137 Payments	235	1,141	1,289	1,443

Miscellaneous Grants

900CAB	0	1,000	1,000	1,000
0Miscellaneous	0		0	0
900Total Miscellaneous	0	1,000	1,000	1,000

Non Committed Grants

2,317Village Hall	0	1,000	2,000	2,000
1,743Recreation Ground	1,000	1,000	1,000	1,900
42Community Cntr.	500	500	500	500
0Lighting Renewal	72	72	150	150
0Youth Dev. Group	250	250	1,000	500
5,626Youth Worker	10,777	12,277	3,500	3,500
9,727Total Non Committed	12,600	15,099	8,150	8,550

Village Maintenance

4,212Grass Cutting	4,132	5,000	4,500	6,000
1,120Hedgecutting	259	1,324	1,000	1,100
1,500Litter Clearance	875	1,500	1,545	1,545
367Dog Waste/Bins	357	600	350	700
2,410Tree Surgery/Ad Hoc	200	500	1,000	1,000
18,774General	0	0	1,000	0
0Ponds	0	0	2,000	100
0Playground Inspection	0	0	0	250
15,159Facilities Manager	8,611	15,000	15,275	15,450
43,541Total Village Maint.	14,435	23,924	26,670	26,145

Allotments

0Grasscutting	0	0	500	0
201Water Rates	133	228	200	235
0Skips	100	100	200	300
182Contingency	0	0	500	200
383Total Allotments	233	328	1,400	735

Potential Major Items

112,352Play Equipment	0	0	0	0
295Car Park repair	50	50	20,000	20,000
0Traffic Calming	0	0	20,000	0
0Fencing	7,616	7,616	5,800	0
0Rec Ground	0	0	1,500	0

Contingency	0	0	2,000	3,000
112,647 Total Major items	7,666	7,666	49,300	23,000
196,025 TOTAL EXPENDITURE	48,683	72,228	111,079	84,202

PRECEPT

Requirements	2007/08	2008/09
Forecast Net Expenditure		64,414
Contingencies		0
Balance at Year End		78,250
		142,664
Less: Resources		
Balance b/f this year	90,402	
Precept this year	50,078	
Total	140,480	
Less Net Expenditure this year	52,656	
Estimated Balance	87,824	
Precept		54,840 9.51%

FUNDING

Reserved Funds

	End 2007/08
Village Hall Fund	7,991
Land Purchase Fund	27,505
Equipment Fund	564
Clerk's Gratuity Contingency	15,442
Allotment Charity	3,000
Traffic Calming	20,000
	<u>74,503</u>

General Fund	12,839
Total	87,342
Value of Shares	26,704 @ end March 2007
Estimated Deficit =	2,578 @ end October 2007