

# WOODCOTE PARISH COUNCIL

**MINUTES** of a Parish Council meeting held in the Committee Room, Village Hall, Woodcote, 7<sup>th</sup> January 2009.

**PRESENT** Chairman Mrs. Fiona Preston  
Vice Chairman Mrs. Karen Woolley  
Mr. Colin Edwards  
Mrs Diana Hadaway  
Mr. John Lynch  
Mrs. Marilyn Maddock  
Mr. Robin Peirce  
Mr. Peter Woods

**(1) APOLOGIES**

Mr Peter Tyler  
County Councillor Mr. John Farrow

**(2) TO AUTHORISE** the Minutes of the Meeting held on 17<sup>th</sup> December 2008.  
**IT WAS RESOLVED** that these minutes be accepted and signed.

**(3) MEMBERS OF THE PUBLIC ADDRESS THE MEETING**

**(4) CHAIRMAN'S ADDRESS**

Mrs. Fiona Preston encouraged the councillors to provide written submissions in future as agreed to help speed up the meetings.

She reported that the Village of the Year judging would be done between 23<sup>rd</sup> March and 3<sup>rd</sup> April 2009. A number of things needed to be done.

Issue a map of areas in the village to be monitored by each councillor.

Get Mr. Sam Peates to put out the site screens for the period. **CLERK**  
Request the display material from Mrs. Ben Harrison that was used for the presentation of the new Recreation Ground Play Equipment. **CLERK**  
Invite John Howell MP and the local schools to the presentation and invite the WI to provide flowerarrangements. **CLERK**

**(5) PLANNING APPLICATIONS TO BE CONSIDERED None**

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

**PLANNING APPLICATIONS ACCEPTED None**

**PLANNING APPLICATIONS REFUSED** None

**OTHER PLANNING MATTERS**

**IT WAS RESOLVED** to advise the planning office that the Council now recommended Refusal of P08/E1095 16 Bridle Path. **CLERK - done**

**(7) REPORT FROM COUNTY COUNCILLOR**

Cllr. John Farrow not present

**(8) REPORT FROM DISTRICT COUNCILLOR**

Mr. Robin Pierce reported that the council had made 4 new appointments at the next tier of management in the newly merged District Council. He also announced that the new contract for waste collection and recycling had been awarded.

**(9) FINANCE**

**(i) Payments in January 2009**

To be agreed:

2978	Allotments for the Labouring Poor	Nationwide Account	3,434.32
2979	Berinsfield	Hedge Cutting	1,727.88
2980	OCC	Youth Support Worker	5,112.52
2981	Mr. Jordan	SLCC Subscription '09	133.00
2982	Hillarys Blinds Ltd.	Office Blinds	175.69
2983	Petty Cash		92.76
2984	Mr. Smallbone	Litter Clearance	125.00
2985	Woodcote Comm Cntr	Room Hire	12.00
2986	OALC	Training	172.50
		<b>Total</b>	<b>£10,985.67</b>

**(ii) Receipts in December 2008**

30.12.08	Natwest Treasury A/c	118.03
04.12.08	Football Club Fees	210.00
22.12.08	VAT	3,282.81
<b>Total</b>		<b>£3,610.84</b>

**(iii) Transfers in December 2008** None

**(iv) Request for Grants** None

**(v) 2009/10 Budget**

The following changes to the budget were agreed. £100 for stationery, ORCC increased to £30, Tree Surgery now £1000 and Ponds £100. Contingency to be reduced by £1009 accordingly.

**IT WAS RESOLVED** to agree the budget for 2009/10 (appended to these minutes) and set a Precept of £54,840 for the year.

**(vi) Internet Banking**

**IT WAS RESOLVED** that the Council joins and operates Businessline, and that the Terms and Conditions of the Businessline service were read to the Meeting, their terms approved and it was agreed that the completed application form be signed on behalf of the Organisation and delivered to the Bank. **IT WAS RESOLVED** that Mr. Martyn Jordan, the Clerk can operate full transactional access provided all transactions have prior agreement of the Council.

**(10) CO-OPTION OF COUNCILLOR**

**IT WAS RESOLVED** to co-opt Mr. D. Griffiths as councillor. The Clerk to ask Mr. Griffiths to provide a pencil portrait for the Correspondent.

**CLERK - done**

**(11) GRASS CUTTING CONTRACT**

The following changes to the grass/hedge cutting contract were agreed.

1. The hedge at Folly Field to be added.
2. A cut of Schedule 1 grass areas to be added for the middle of March 2009 and grass to be collected.
3. The grass to be collected for the schedule 1 cuts in April 2009.
4. Appoint Mr. Peter Tyler as a replacement for Mr. Ken Ison as the nominated councillor with delegated authority to liaise with Berinsfield on grass cutting of the recreation ground.

Clerk to update the contract and send to Berinsfield for approval.

**CLERK**

**(12) YOUTH MATTERS**

Mrs. Karen Woolley reported that a new youth support assistant had been appointed.

**(13) CORRESPONDENCE RECEIVED**

The following Correspondence was noted except where specifically annotated.

**A.**

- Application for Councillor
- SOHA Housing
- Communities in Control
- SODC Standards of Cleanliness

Clerk to supply road classifications for each road in Woodcote.

**CLERK - done**

**B.** For Information, Not Requiring Action      None

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

Mrs. Marilyn Maddock outlined ideas for parking outside the village hall. It was agreed to obtain a quotation to paint a yellow line to delineate the footpath from the parking area and request that OCC highways mark the edge of the road clearly.

**CLERK**

The meeting closed at 9.30 pm.

..... CHAIRMAN

..... DATE

**Woodcote Parish Council  
Budget 2009/10**

<b>2007/08 Actual</b>	<b>Budget Heading</b>	<b>2008/09 Actual to End Oct</b>	<b>2008/09 Forecast</b>	<b>2008/09 Budget</b>	<b>2009/10 Budget</b>
<b>INCOME</b>					
1834	Allotments	1308	1848	1850	1850
2105	Grass Cutting	2193	2193	2150	2200
400	Recreation Ground Fees	0	400	400	400
8384	Village Hall	4548	6377	9245	2000
1195	Woodcote Comm	661	1364	1343	1400
13917	Total Services	8709	12182	14988	7850
1134	Stocks/Shares	1441	1482	1200	100
5048	Bank Interest	1499	3149	3600	3200
6182	Total Investment Income	2940	4631	4800	3300
0	Youth Support	0	0	0	0
812	Miscellaneous	1055	1055	0	0
20911	TOTAL INCOME	12705	17868	19788	11150
<b>EXPENDITURE</b>					
<b>Administration</b>					
14340	Clerical Emoluments	7791	12701	14345	13336
100	Stationery	0	0	100	100
770	Photocopying	25	367	800	200
737	Petty Cash	264	453	800	800
225	Telephone	131	225	250	250
2750	Office Rent	2750	2850	3000	3000
418	Office Equipment	2138	2493	6500	0
116	Legal//Bank Chrgs	0	0	0	0
1571	General Insurance	1629	1629	1785	1710
485	OALC	366	616	625	647
90	Chairman's Expenses	90	120	100	120
0	Councillor's Expenses	80	80	0	100
1289	Audit Charges	422	822	775	863

80	Village Communication	312	535	250	250
1491	Miscellaneous	300	300	0	0
24462	Total Administration	16298	23190	29330	21376
S137 Payments					
20	ORCC	20	20	21	30
25	Chiltern Soc.	25	25	26	26
26	CPRE	0	26	26	26
800	CHURCHYARD	0	800	800	800
50	ROYAL BRITISH LEGION	0	50	50	50
0	Volunteers	0	150	150	150
40	OPFA	80	80	40	40
30	Open Spaces Conservation	30	30	30	30
150	Group/Ponds	300	300	300	300
150	Other S137 Payments	0	0	0	0
1291	Total S137 Payments	455	1481	1443	1452
Miscellaneous Grants					
1000	CAB	0	1000	1000	1000
596	Miscellaneous	0	0	0	0
1596	Total Miscellaneous	0	1000	1000	1000
Non Committed Grants					
0	Village Hall	2003	4003	2000	2000
1640	Recreation Ground	1900	1900	1900	1900
500	Community Cntr.	500	500	500	500
72	Lighting Renewal	0	0	150	150
250	Youth Dev. Group	0	0	500	500
13590	Youth Worker	113	113	3500	7000
16052	Total Non Committed	4516	6516	8550	12050
Village Maintenance					
5817	Grass Cutting	3394	4894	6000	7000
1369	Hedgecutting	0	1714	1100	1800
1500	Litter Clearance	966	1656	1706	1700
892	Dog Waste/Bins	135	700	700	700
280	Tree Surgery/Ad Hoc	0	200	1000	1000
413	General	370	370	0	0
0	Ponds	0	0	100	100
0	Playground Inspection	0	0	250	0
14945	Facilities Manager	8106	10436	15450	11330
25217	Total Village Maint.	12971	19970	26306	23630
Allotments					
0	Grasscutting	0	0	0	0
186	Water Rates	35	60	62	63
225	Skips	280	420	300	441

440	Contingency	1244	1244	200	595
851	Total Allotments	1559	1724	562	1099
Potential Major Items					
0	Play Equipment	0	0	0	0
128	Car Park repair	12095	12095	14000	0
0	Traffic Calming	0	0	0	0
7616	Fencing	0	0	0	5000
0	Rec Ground	0	0	0	0
0	Contingency	140	140	3000	2000
7743	Total Major items	12235	12235	17000	7000
77213	TOTAL EXPENDITURE	48033	66117	84191	67607

PRECEPT

Requirements	2008/09	2009/10
Forecast Net Expenditure		56457
Contingencies		0
Balance at Year End		113000
		169457
Less: Resources		
Balance b/f this year	108025	
Precept this year	54840	
Total	162865	
Less Net Expenditure this year	48249	
Estimated Balance	114616	
Precept		54840