

# WOODCOTE PARISH COUNCIL

**MINUTES** of a Parish Council meeting held in the Committee Room, Village Hall Woodcote 5<sup>th</sup> January 2010, commencing 7.30pm.

## **PRESENT**

Chairman	Mrs. M. Edmonds
Vice Chairman	Mrs. D. Hadaway
	Mr. K. Grady
	Mr. A. Allen
	Mr. R. Pierce
	Mr. P. Tyler
	Mr. P. Stevenson
	Mrs. S. Harrison
	Mr. C. Edwards
Parish Clerk	Ms. Jenny Welham

## **AGENDA 7.15pm Allotment Meeting**

Present from the Allotment Stewardship Committee, Mr. A. Farmer, Chairman.

**1. Allotment Stewardship Committee** to discuss and agree the draft constitution for the new committee and its aims and purpose.

Parish Council Chairman requested comments from the Councillors on the Draft Constitution, there were no objections, the Chairman pointed out that everything from the Stewardship Committee will need to be passed via the Parish Clerk especially financial matters. **It was resolved to agree** the draft constitution for the Allotment Stewardship Committee.

Meeting Closed at 7.28pm.

Parish Council Meeting commenced at 7.30pm

## **1.To Receive Apologies For Absence**

Mr. J. Lynch

## **2. To Receive Declarations of Interest**

None.

## **3. Public Forum**

No Members of the public present

## **4. To Approve Minutes of Meeting held on 15th December 2010**

Approved.

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

Councillor Tyler reported on the tree he had been asked to check beside the property at 15 Wayside Green.

He commented that this is a young tree and felt that it did not represent a problem to the adjacent property and that no branches were overhanging the property. He suggested that the tree be checked again in a year's time.

Clerk to advise home owner.

## **6. Chairman's Report**

The Chairman wished all present a Happy New Year and expressed continued support and that the Parish Council continued to work together as a team. She also reminded Councillors that this is election year.

## **7. Planning**

### **7.1 Applications**

None

**7.2 Applications Granted by SODC:**

None

**7.3 Applications Refused BY SODC:**

None.

**7.4 Other Planning Matters.**

The Chairman read out to Council an email received from A Mr. G. Denton with regard to a proposed development on land at Behoes Lane. The actual area of land had not been defined. The email had requested a meeting to discuss the proposal before submission. The Council agreed that they can only make comments on an actual planning application. Clerk to reply to the email stating that the Parish Council Meetings are open to all members of the public and Mr. Denton is welcome to attend and speak but any comment or feedback from the Councillors can only be given when SODC have sent the planning application.

**8. Finance - To Approve Payments**

Cheque	Payee	Amount (£)	Date	Reason
3230	Kevin Knight	£150.00	5.1.2011	Litter Picking
3231	Keith Smallbone	£25.00		War Memorial

**APPROVED**

**To Note Receipts**

None.

**8.1 Quotations/Grants received for approval**

None.

**9. Accounting System** – to discuss and agree potential new Accounting System for Parish Office.

The Chairman gave the background regarding the investigation of a new accounting system to replace the current one used which is on Excel spreadsheets and not very robust and needs much manual intervention to produce reports and also to track finances against budget. Councillor Harrison stated that any system we use should be transparent. The current system would not easily be followed if the Clerk was absent for any period of time. The software package proposed is from RBS and they already have this packaged installed in several parishes in the country the Parishes using the system in and around our area being, Theale PC, Silchester PC, Stratfield Mortimer PC, Sunningdale PC, Shinfield PC, Burghfield PC and Goring on Thames PC.

The cost is £520 for the software and set up, thereafter it would be £99 per year for support and maintenance. The Chairman commented that we should be able to cover this cost within this year's budget as savings have been made in other areas. **It was agreed** to order this package for the new financial year 2011/12. Clerk to Action.

**10. SODC Core Strategy Proposal** - to discuss and agree feedback.

Councillor Peirce commented that certain sections of this strategy needed feedback from the Parish Council. In particular section 7 Housing Growth. Section 7.15 covers the larger villages. Section 7.18 states 740 dwellings divided between the larger villages on a proportional growth basis. There are 12 larger villages and the section does not make any differentiation for villages in AONB. Councillor Grady asked if Woodcote is one of the larger villages, Councillor Peirce said Woodcote was probably considered a middle sized village. Section 7.21 covers the Southern half of the District and states that there could be some limited inkersion to the AONB and states that development could strengthen these villages. This view was strongly opposed by Councillors as it can weaken the infrastructure of villages. Councillor Peirce and Clerk to Draft a response and circulate before the next meeting for discussion at that meeting as the deadline is 21<sup>st</sup> January 2011 for reply.

**11. District Councillors Report**

None as Council offices closed early for Christmas due to heating problems and only just reopened on the 4<sup>th</sup> January 2011.

**12. Other Matters to be raised with the Chairman**

Councillor Tyler commented that the road sign for Gap Way was broken. Clerk to report to Highways.  
Councillor Hadaway reported that several drain covers were missing in the village and cones had been placed by the holes. She agreed to report this to Highways.  
Clerk reported that the Larch Trees on Wood Green had been attended and the ivy had been removed up to approximately 10 feet, the dead Larch tree had been removed.

**13. Correspondence**

1. Email from OCC, regarding Tree works to begin on the A4074 Woodcote during February. Clerk to circulate to Councillors and place in the February Correspondent.

Chairman closed the meeting at 8.30pm

**14. To note date of the next meeting: Wednesday 19<sup>th</sup> January 2011.**

Signed: \_\_\_\_\_ Chairman/Date \_\_\_\_\_