

WOODCOTE PARISH COUNCIL

MINUTES of a Parish Council meeting held in the Function Room, Village Hall Woodcote Wednesday 20th July 2011, commencing 7.30pm.

PRESENT

Chairman	Mr. R. Peirce
Vice Chairman	Mr. G. Botting
	Mrs. S. Harrison
	Mr. D. Booth
	Mr. P. Stevenson
	Mr. P. Tyler
	Mrs. D. Hadaway
	Mr. K. Grady
Parish Clerk	Ms. Jenny Welham

1. To receive apologies for absence

Mr. K. Grady, apologies will be arriving late to the meeting.

2. To receive declarations of interest

None

3. Public Forum: Opportunity for members of the public to address the Council. With the permission of the Chairman, the public may also speak about specific items of business as they arise. PCSO Michael Rawnsley, no other members of the Public present.

The Chairman asked Michael to give his report;

He reported that the Woodcote Steam Rally had gone really well with only minor incidents. One section 27 was given to a young male, who was not from the area.

A stolen motor vehicle was found on Greenmore, which had been stolen from Stoke Row. This is a reminder that burglars are still in the area and everyone should remain vigilant.

PCSO Mark Bell had received a report from the Primary School Headmaster about graffiti in the school, believed to be paint. The PCSO's will be keeping a close eye on the premises and will apprehend anyone in or near the grounds.

The damage in the Play Park, the students of Langtree School have reported who the culprits are but none are prepared to give a statement at this time. The plan is to speak to the individuals.

(Michael Rawnsley then left the meeting)

4. To approve Minutes of the meeting held on 6th July 2011.

Approved.

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

None

6. Chairman's Address & Questions

Chairman Peirce thanked Vice Chairman Botting for all the good work he had done during his absence on the application for the Neighbourhood Plan, rest of Council agreed.

7. Neighbourhood Plan Report and Update on Woodcote PC application.

The application has been submitted with some minor changes to the wording in particular the word "conform" which is Planning jargon, however this word was changed. Response is now awaited. The SODC Core Strategy will have an impact on the Neighbourhood Plan, this however is unlikely to be finalised until next year. Vice Chairman Botting with Mr. Jerry Green and Mr. Colin White Planning Officer Chiltern Conservations Board had walked around the village to look at other potential sites other than those identified in the Parish Plan. Cllr Botting suggested that he worked on the findings and some of the further actions to present to Council at a future meeting.

A further SODC Core Strategy Meeting is being held on Friday 22nd July Chairman Peirce will be speaking at this meeting. Chairman Peirce stated that a working group for the Neighbourhood Plan will need to be set up and this group needs to remain and operate separately from the Hilltop Field Action Group, Council agreed. The work that the Neighbourhood Group will need to plan is identification of potential sites other as well as the site in the Parish Plan. The sites will then need to be listed in terms of priorities for suitability for development. Vice Chairman Botting will email the SODC website link to Councillors so they can look at the 18 sites already identified in the Parish Plan.

(Councillor Grady arrived at 7.55pm)

8. Committee Reports – Update & Reports from the various Village Committee's.

Village Green Committee, Councillor Tyler reported on their last meeting;

The Community workers have been in Woodcote carrying out a variety of jobs, painting areas of the village hall, it is anticipated that they will be carrying out jobs for some months in the village.

The Youth Shelter is planned to be moved this week to the further end of the Football Field, it will be replaced with a curved seat which is yet to be sourced.

The Mural painted by Langtree School should be affixed in the next few weeks.

The Village Green Committee repeatedly have to carry out repairs to the Play Area, they have requested that the Parish Council give permission for them to erect a CCTV camera to cover this area, which their Committee will fund. Council felt that more detail was required, such as consultation with the Police, this topic would then need to be a full Agenda item at a future meeting. Councillor Tyler will take this action to report when more detail on this project is available.

Village Hall Management Committee, Councillor's Stevenson and Booth reported on their last meeting;

The Changing Room refurbishment is now completed.

The Clerk had received an email about the colours for the main hall redecoration in particular the proscenium, WADS requested this be painted black. The majority of the VHMC disagreed with this being black. Council agreed that they had no strong views and would agree with the colour recommended by the VHMC.

The Village Hall Manager will join the meeting later to discuss the project for "spikes" around the flat roof. *(Vanessa Lynch the Village Hall Manager joined the meeting at 8.45pm.)*

Vanessa reported that the VHMC are constantly having to carry out repairs to broken and missing tiles, the guttering an also recently to the flat roof as it was leaking. This is caused by people climbing the drainpipe and going across the tiled roof to get on the top of the flat roof, often to retrieve footballs. The proposal is to install a line of "spikes" along the top of the one side of the flat roof to deter people climbing onto the roof. These spikes are white composite material on strips. The strips were shown to the Councillors. Also warning notices would be displayed detailing that the strips were in place. Anti climb paint will be used on the drainpipe at a high level to discourage climbing. An article will be in the August Woodcote Correspondent detailing this project so that residents are made aware and can respond with their views. The Council agreed to the spikes being installed and the anti climb paint. Cllr. Harrison requested it be noted that she did not agree.

9. PC Working Group – Update from first meeting of the Group.

The first meeting had taken place and two topics had been discussed, the Clerk's salary increase, which will be reported under Confidential Business in these minutes, and refurbishment to the door of the Clerk's office.

The existing door is ill fitting and allows draughts, which during the winter is a waste of energy. However the current door is in keeping with the old doors within the Village Hall so a secondary door behind this one was proposed. It was agreed that the Clerk get three quotes for a secondary door from local trade people.

A future project for the Group to look at will be the secure storage of records in the Clerk's office such as old minute books etc and also the PC backup.

10. Planning Applications:

P11/E1022 Demolition of the existing stables and replacement with a new storage/barn outbuilding. Horns Farm Tidmore Lane Woodcote RG8 0PH. Recommend Approval.

P11/E09018 Single and half storey extensions to north side of house. Shevell Cottage, Shervells Hill, Goring Heath RG8 7SP. Recommend Approval.

10.1 Applications Granted by SODC:

P11/E0582 erection of single storey rear extension 2 Lucerne Cottages, Greemore, Woodcote

P/11/E0597 Installation of solar panels on the roof of the office 3 & 4 Goring House, Beechwood Court, Long Toll Woodcote.

10.2 Applications Refused by SODC:

None

10.3 Other Planning Matters

None.

11. Finance To approve payments. To note receipts.

<u>Cheque</u>	<u>Payee</u>	<u>Amount £)</u>	<u>Date</u>	<u>Reason</u>
				Website
32	SG Creative Solutins Ltd	130.00	20.7	Maintenance
33	Woodcote Volunteers	200.00		Annual Contribution
34	J.Welham	654.81		July Salary plus expenses from 25 May to 7 July

RECEIPTS None

APPROVED

11.1 Quotations/Grants received for approval.

Quotation for Notice Board outside of Co-operative Store. The Area Manager of the Co-operative Store has confirmed they will donate £500 towards a new Notice Board. The Council reviewed the options available from Greenbarnes and preferred the PL8A4 size board that will have a closed front. The cost of this would be £789.02, meaning the Council will need to contribute £289.02 plus the fitting costs. Council agreed that the Clerk should order the new Notice Board.

The Clerk had received the proposed Contact Form back from SG Creative Solutions who maintain the village website, the cost to add this to the site would be in the region of £50. It was agreed to proceed and the Clerk to arrange this.

11.2 External Audit – Report.

The Clerk reported that the external audit had been passed with just one minor comment on how the form had been completed, there are no further actions required. Chairman Peirce thanked the Clerk.

12. Woodcote Festival – participation of the Parish Council.

The Parish Council are participating this year and will have a display area outside. Cllr. Tyler will be responsible for the space and erecting the display boards, table and a small gazebo. The Council need to agree on what is displayed and what is communicated, Cllr. Stevenson suggested that we need to use the opportunity to reiterate what the Parish Council do in the village, and the Parish Council meetings. Vice Chairman Botting felt this would be an ideal opportunity to communicate the work done so far on the Neighbourhood Plan. Materials to display suggested are old photographs of the village and materials that are available from SODC. It was agreed that this item be on the Agenda for the August 17th meeting to finalise all the details and responsibilities for the day.

(Cllr. Harrison left the meeting 9.20pm)

13. Village Map – allocation of Areas to each Councillor.

Chairman Peirce stated that Councillors all have a responsibility to the village and its general maintenance and should report any issues that arise. The Village map is to designate areas to each Councillor to check for overgrown hedges, street lighting not working, broken kerbs and any other matter that that is seen. The areas were designated as;

South Stoke Road/Oxford Road - Cllr. Grady
Reading Road/Tidmore Lane - Cllr. Harrison
Beech Lane/Behoes/Wood Lane - Cllr. Tyler
Wayside Green - Cllr Peirce
West Chiltern/Bridle Path
Whitehouse Road - Cllr. Hadaway
Greenmore/Oakdene/Croft Way - Cllr. Stevenson
The Close/Wittenham Close/
Ashlee Walk/Grimmer Way - Cllr. Botting
Goring Road/Folly Green/
Wood Green - Cllr Booth

The Clerk will circulate the maps to Councillors.

14. Urgent Matters for Council to Consider

The Clerk reported back on the two trees that had been cut down on the corner of Folly Orchard Road and Mowforth Close. Folly Orchard Road has never been adopted by Oxfordshire County Council therefore Folly Orchard Road is not a public highway that is maintained by OCC, it has been confirmed that this is the responsibility of SOHA (South Oxfordshire Housing Association) and as such OCC are unable to carry out any repairs, this arose as a result of their Asset Management looking at the carriageway with a view to carrying out works here and finding that it is not highway maintainable at public expense. The Clerk had also spoken to highways who confirmed that the surrounding verges and trees were still owned by the original developers of the site. The Clerk will be contacting the Estate manager of SOHA to further progress this.

Cllr. Botting suggested that it would be appropriate to look at the adoption of Folly Orchard Road in the future.

Cllr. Grady asked for an update on the summerhouse he had reported being built in the development at 91 Whitehouse Rd. This had been on the Agenda at the meeting on 6th July, Cllr. Stevenson briefly updated the position. Cllr. Grady then reported that a further property on Whitehouse Road was having some development and he was not certain that the planning application had been seen by the Council. Further investigation was agreed and report at the next meeting.

15 Correspondence

15.1 Matters for resolution

Woodcote Conservation Group have requested if they can display their Map following their Environmental Audit in the cabinet beside the bus shelter the map of Woodcote Parish area will show the main public buildings, the roads, bridle paths, footpaths, ancient hedges significant trees and oldest buildings within the parish boundaries and should be very useful to residents and visitors. We would also like to put up one or more copies the Community Centre or the Library. Council Agreed. Email from Dee Spears regarding Pot Holes in Folly Orchard Road, Clerk to reply see Agenda item 14 which covers this.

Email from Dee Spears regarding the plant a tree for Royal Jubilee next year. Council agreed this should be passed to the Conservation Group.

15.2 Matters for information

Clerk reported that a reply had been sent to Fiona Preston's email regarding the two trees cut down on the corner of Folly Orchard Road, see Agenda Item 14.

16. To note date of the next meeting: Wednesday 3rd August 2011.

Meeting closed at 10.05pm

Signed _____ Date/Chairman

