

WOODCOTE PARISH COUNCIL

MINUTES of the Annual Meeting of the Parish Council held in the Committee Room, Village Hall, Woodcote 21st May 2008.

PRESENT

Chairman	Mrs. Fiona Preston
Vice Chairman	Mrs. Karen Woolley
	Mrs. Diana Hadaway
	Mr. John Lynch
	Mrs. Marilyn Maddock
	Mr. Robin Peirce
	Mr. Peter Tyler
	Mr. Peter Woods

(1) ELECTION OF CHAIRMAN

Proposed Mr. Peirce, Seconded Mr. Woods, Mrs. Fiona Preston was elected Chairman.

(2) ELECTION OF VICE CHAIRMAN

Proposed Mrs Fiona Preston, Seconded Mr. Robin Peirce, Mrs. Karen Woolley was elected Vice- Chairman.

(3) APOLOGIES Mr Ken Ison, Mr. Colin Edwards

(4) TO AUTHORISE the Minutes of the Parish Council meeting held on 7th May 2008.

An addendum to Item 3 of these minutes, second paragraph “Council agreed to have a survey carried out by an ecologist, which would be 50% funded, at an approximate cost of £200.”

IT WAS RESOLVED that the minutes be accepted and signed, with the above amendment.

(5) REVIEW OF ACTIONS

Deferred to the Administration Group Meeting on 9th June 2008.

(6) MEMBERS OF THE PUBLIC ADDRESS THE MEETING

There were no members of the public present.

(7) CHAIRMAN’S ADDRESS

Mrs Preston thanked the members for electing her as Chairman and for attending the

APM last week which 19 members of the public attended. The Administration Group will address advertising for this event. She also made a plea for members to make their comments at all meetings, short and to the point.

The matters of Finance, Communications, Office Refurbishment will be discussed by the Administration Group at its meeting on 9th June, together with the future layout of the Agenda for meetings. **ADMIN GROUP**

With regard to Planning Applications, the Chairman reminded the Council that they would be well advised to consult with the Planning Officers at SODC, talk through the plans with them and in addition talk to the neighbours of the property submitting the application. The Administration Group would produce a checklist for dealing with Planning Applications which would be added to each Councillor's information pack. **ADMIN GROUP**

(8) COUNCILLORS' AREAS OF INTEREST

The current list for 2007/2008 detailing each Councillor's Areas of Interest would be circulated with these minutes and any changes would be agreed at the next meeting.

CLERK

(9) PLANNING APPLICATIONS TO BE CONSIDERED

P08/E0442 68 West Chiltern, Woodcote, Proposed first floor extension
IT WAS RESOLVED to recommend No strong views

P08/E0447 Red Lane Barn, Oxford Road, Woodcote,
Erection of octagonal wooden summer house
IT WAS RESOLVED to recommend Refusal for the following reasons: Inappropriate siting - impact on Pilgrim Cottage due to slope in land.

P08/E0452 24 Bridle Path, Woodcote, Gable Extension to front of dwelling
IT WAS RESOLVED to recommend Approval.

P08/E0480 Ellesmere, Beech Lane, Woodcote, Single Storey rear extension. Flat roofed garage to have pitched roof.
IT WAS RESOLVED to recommend Approval.

P08/E0514 8 Whitehouse Road, Woodcote. Replacement Garage
IT WAS RESOLVED to recommend Approval.

P08/E0538 31 Wayside Green, Woodcote,
Single Single Storey rear Conservatory Extension
Mr. Robin Peirce declared an interest and left the meeting.

IT WAS RESOLVED to recommend Refusal for the following reasons: Light Pollution to neighbouring property, proximity to boundary, overbearing and bulky.

Robin Peirce then rejoined the meeting for Item 10 and all further Items on the Agenda.

(10) PLANNING APPLICATIONS GRANTED, REFUSED AND OTHER

PLANNING MATTERS

PLANNING APPLICATIONS GRANTED

Parish Council

Recommendation

P08/E0256 The Smithy, South Stoke Road, Woodcote Refusal

PLANNING APPLICATIONS REFUSED

P08/E0277 96 Wayside Green, Woodcote Refusal

(11) FINANCE

(i) Payments in May 2008

The following payments were agreed:

2876	Chiltern Soc.	Subscription 2009/09	25.00
2877	SODC	Dog Hygiene	158.62
2878	Mrs. Preston	APM Expenses	27.95
2879	Woodcote Comm Cntr	(Room Hire)Parish Plan	32.00
2881	Berinsfield	Grass Cutting	770.26
2882	HM Revenue		551.15
DD	BT Direct Debit	Telephone Charge	22.00
DD	Thames Water		5.00
DD	AOL		17.99
SO	Mr. Jordan	May' 08 Pay	688.06
SO	Mr. Fordham	May' 08 Pay	601.03
SO	Mr. Giles	May' 08 Pay	630.25
		Total	£3,529.31

(ii) RBS Rights Issue

After much discussion Council unanimously decided **not** to accept the RBS Rights Issue.

(iii) Youth Support Expenditure

Mrs. Karen Woolley presented the meeting with a spreadsheet showing last year's expenditure. **IT WAS RESOLVED** to set aside £9,680.09 in the reserves for Youth

Support (Note: superseding the resolution of the previous meeting).

(12) REPORTS FROM COMMITTEES

- (i) Village Hall Management Committee – Marilyn Maddock reported that the Cleaning Agreement that the Council had submitted to the Committee had been unanimously approved and signed by the Chairman.
- (ii) Parish Plan – In order to move the Plan forward, John Lynch will prepare an Administration Plan of the recommendations of the Parish Plan against councillors' interests, for approval at the next meeting. It was resolved to convene a meeting of the Parish Council and the Parish Plan Committee to set up a Parish Plan Development Group, led by the Council, to carry the Parish Plan forward.

It was agreed that the Clerk would contact Rod d' Ayala, Ecologist to carry out an ecology survey on the village and publish the results, and would also write a letter to Cynthia Knapper thanking her for her presentation at the last meeting.

CLERK

- (iii) Recreation Ground Committee – Peter Tyler reported that at the Committee's last meeting it was agreed to set up a Working Party when work was required. Resulting from complaints by Allotment holders, a letter will be sent to the Parish Council to ask for a grant towards repairs to the fence near the Allotments to prevent people using the Allotments as a short cut. A quotation for the work is being sought. Disappointment was expressed regarding the quality of the last two grass cuttings – this situation will be monitored.

(13) CRIME REDUCTION WORKING GROUP

There was nothing to report. There will be another meeting on Monday 2 June 2008.

(14) CORRESPONDENCE RECEIVED

The following Correspondence was noted except where specifically annotated.

- A.
- OCC Review of Bus Services
 - Letter from David Booth
 - Letter from Audrey Hawthorne
 - OCC Review of Subsidised Bus Services
 - SODC Open Space and Recreation Study

Mr. Peter Tyler agreed to look at the document and report back at the next meeting.

PT

- Thank you from Village Hall Committee

B. For information, No Requiring Action

- The Clerk May 2008
- Home 2 School Summer 2008
- Standards Committee Minutes
- Clerks Direct Magazine May 2008
- Local Council Update May 2008

(15) EMERGENCY QUESTIONS TO THE CHAIRMAN

- (i) Karen Woolley had spoken with the Chief Conservation Officer who was very supportive of the area around the Memorial Cross-Roads being made a conservation Area. She suggested we undertake a Conservation Appraisal of Woodcote. Mrs Woolley will print off relevant information from the English heritage web site. **KW**
- (ii) Peter Woods reported that the footpath between South Stoke Road and Behoes Lane needs clearing of cow parsley. He will speak to the Footpath Officer at SODC. **PW**
- (iii) Council resolved to put a notice on the Bottle Bank in the car park to the effect – “NO BOXES/BAGS ETC. TO BE LEFT BY THE BANK”. **CLERK**

The meeting closed at 9.55 p.m.

..... CHAIRMAN

..... DATE

OUTSTANDING ACTION LIST – 21st May 2008

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**

Copy sent to VHMC for consideration.

Bus Shelter – Page 120

The Clerk was to request a quotation from the Higley Brothers for repair to the roof of the bus shelter. **CLERK**

Request for Quotation sent.

He was also asked to install another litter bin next to the Bus Shelter. **CLERK**

Under Consideration by SODC. Robin Peirce has also supported this request.

Other Planning Matters - Page 122

Mrs. Karen Woolley agreed to look at the possibility of including the area around The Folly as a conservation area. **KW**

Crime Reduction Working Group – Page 123

The Clerk was asked to write to highways requesting that the Crossing Patrol at the memorial cross roads should be reinstated. **CLERK**

Contacted OCC. Sian Gibbons of OCC has requested that the Parish Council needs to advertise in the local magazine and press for somebody to be employed and trained by OCC to do the job.

Chairmans address – Page 133

Mrs. Fiona Preston advised the meeting that councillors were invited to attend the Parish Plan meeting of 22nd April 2008 and the Village Hall AGM of 21st April 2008.

She agreed to call a meeting of the Administration Committee to discuss the induction of new councillors and communication with the villagers. **FP**

Report from County Councillor – Page 134

Councillor John Farrow that the local bus operators may change in the future. He agreed to follow up Mr. Robin Pierce's suggestion that the X39 bus could be diverted into Woodcote from its route along the A4074. **JF**

Review of Allotment Actions – Page 135

Mr. Poyser and Mr. Wilcox will cut the hedge adjacent to the BT Telephone Exchange.

KP/AW

Advertise availability of Allotments in the Correspondent. **MM**

IT WAS RESOLVED to replace the stile with a fence. **CLERK**

Quotation from Jacksons received.

Advise Rick Holroyd to announce at assemble that the allotments are out of bounds to Langtree pupils. **CLERK**

Notice Board to be erected at the entrance to the allotments. Clerk to obtain a quote for this work. **CLERK**

Quote accepted and Order sent.

Mr. Poyser will look at fixing the hinges on the gate to enable it to swing more easily.

KP

It was reported that this does not need to be done. The gate just requires lifting slightly as it is moved.

Chairmans Address – Page 138

Mrs. Karen Woolley raised the issue of tree wardens. Mr. Peter Tyler agreed to attend the upcoming meeting as the Council's tree warden. **PT**