

# *WOODCOTE PARISH COUNCIL*

**MINUTES** of a Parish Council meeting held in the Function Room, Village Hall Woodcote Wednesday 16<sup>th</sup> November 2011, commencing 7.30pm.

**PRESENT**

Chairman	Mr. R. Peirce (arriving late)
Vice Chairman	Mr. G. Botting
	Mr. D. Booth
	Mr. A. Crockett
	Mr. P. Stevenson
	Mrs D. Hadaway
	Mr. P. Tyler
	Mr. K. Grady
	Mrs. S. Harrison

Clerk Ms. Jenny Welham

## **In Attendance**

Mr. Simon Claridge, Mr. Neil Perry.

## **1. To receive apologies for absence**

Mr. D. Booth, Mr. D. Sexon County Councillor.

## **2. To receive declarations of interest**

None.

## **3. Public Forum:**

Mr. Perry speaking on behalf of High Barn Developments presented the proposed development at the site of Rose Cottage. Their first planning application had been refused. He presented revised drawings and designs of the proposed two houses for the site, which are now smaller and 1.1/2 stories in height. Mr. Perry also explained that the access had been discussed with OCC Highway engineers. The new design and layout of the site will be submitted in a planning application in the near future.

## **4. Police** – New PCSO.

The Neighbourhood Specialist Officer Barbara Taylor was advised to be attending, but was absent.

## **5. County Councillors Report**

None as absent.

## **6. To approve Minutes of the meeting held on 2<sup>nd</sup> November 2011.**

One small typing error on page 53 under Agenda item 8. Approved.

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

Cllr Hadaway raised the point that the minutes had referred to rewarding excellent work to certain individuals, to be discussed at this meeting but was not on the Agenda. The Clerk advised that The Chairman was going to discuss this matter under his Agenda Item 8.

## **8. Chairman's Address & Questions**

The Vice Chairman deferred this Agenda item until the arrival of The Chairman.

## **9 Planning Applications:**

P11/E1732 Demolition of existing stables and replacement with a new storage/barn outbuilding.  
Recommend Approval

### 9.1 Applications Granted by SODC:

P11/E1327 Replacement of Existing wall and fence with 1.8 metre high close board fence on the boundary of the property. 1 Baldons Close Woodcote RG8 0SQ.

### 9.2 Applications Refused by SODC:

P11/E1205/O Outline app. For development of site for residential purposes (up to 115 dwellings) together with leisure facilities and new vehicular access, landscaping and provision of 40% affordable housing.

### 9.3 Other Planning Matters

None.

## **10. Finance** To approve payments. To note receipts.

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
16/11/2011	SODC	74	£81.62	Dog Bins Jun - Sept
16/11/2011	J. Welham	75	£48.04	Nov Sal shortfall on SO
<b><u>Allotments</u></b>				
16/11/2011	K. Poyser	5	£40.67	Fencing Items
	Woodcote PC	6	£1,064.85	Management Fee 2011/12

Approved.

Note – No receipts.

### 10.1 Quotations/Grants received for approval.

Quote from Berinsfield for additional hedge work.

Vice Chairman read the details of the quote for 2 different hedges in the village to be reduced in height and one hedge to be cut that is currently not in the maintenance schedule.

Cllr. Tyler referred to the Financial Regulations that the value of the quote exceeded the limit therefore any work carried should have 3 quotations sought.

Cllr. Harrison raised the point that Berinsfield are the preferred supplier and already maintain the hedges under contract therefore further quotes should not be necessary, this view was supported by other Councillors.

The Vice Chairman put this to vote and Cllr Harrison's recommendation was favoured.

*(The Chairman Arrived and took over the meeting at 8.05pm)*

The discussion re the quotation was resumed for The Chairman's benefit and he voted to go out for further quotes, the vote was carried in favour of going out for 3 quotes. The Clerk to action.

It was also raised that a performance/contract review meeting should be held with Berinsfield in January/February 2012. Cllr Tyler to accompany The Clerk to this meeting, Clerk to arranged suitable date.

## **8. Chairman's Address & Questions**

The Chairman apologised for his late arrival. He reported on the Planning Committee meeting in regard to the Whitchurch on Thames Toll Bridge application. This was approved but certain conditions that Whitchurch and other neighbouring Parish Councils including Woodcote wanted regarding pedestrian access and traffic management during the closure were again highlighted and The Chairman felt that the attendance of other parish representatives had strengthened the condition points.

The Chairman proposed ways to reward two individuals who have carried out excellent work for the Parish Council. It was resolved to reward them with a half case (6 bottles) of wine at Christmas. The Chairman will arrange this.

**11. Budget 2012/13** – Review for next Financial Year.

The Clerk had circulated the current report prior to the meeting. The Chairman stated that the precept being raised by 2.5% for the next Financial Year needed to be decided. The estimated expenditure for the rest of this financial year was shown and The Clerk said providing there are no changes the figures should come in on budget.

The projected budget figures for next year were shown and discussed, the Internet cost appeared to be low, the Vice Chairman commented that with the Neighbourhood Plan group the website would be a tool that will be extensively used next year so this cost needs to be considered, and raised.

The Chairman proposed and it was resolved that the Councillors took some time before the next meeting to study the figures and the different amounts per category, and that the final budget figures be decided at the meeting on 2<sup>nd</sup> December. The Clerk to provide exact reserve amounts and the amounts ring fenced for certain activities for the meeting on 2<sup>nd</sup> December.

The Clerk advised that many Parish Councils hold a separate Budget Meeting away from the normal Parish Council meetings so the budget numbers can be discussed and finalised at that one meeting. It was proposed and agreed that next year one Budget Meeting be held in November.

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

Village Hall Management Committee – Cllr. Booth attended but was absent, he had reported by email the following points, CCTV is still a very active item as they have had further damage to play area and approx £500 worth of roof tiles damaged. It was stated that when Langtree installed the CCTV, be it a cheap version, it did reduce the vandalism/damage so it proved to be good deterrent – this is also stated in the letter to the WPC from the VGC.

VH Insurance - they are locked into a policy until 2014.

Cllr Booth proposed in his email that the WPC , WVH and WVG set up a working party to establish the true cost of the damage to the village assets and the effectiveness of the Langtree CCTV as we are currently receiving conflicting advice .

Woodcote Youth Club – Cllr. Grady reported and read out the November report from Anne Stevenson.

The Youth Club is thriving and I hope making a difference to the village. During the last couple of months we have:-

Employed Mai Oulah to help as a student Youth Worker running the Monday Evening sessions. We will be looking at a development plan for her.

Opened the Friday Project again after PCSO Mark Bell stood down due to work commitments at very short notice.

Looking to employ another young person to run the Friday Night Project. Have a few applicants.

Monday evenings now getting 25 to 30 young people regularly. Last July the average was 8.

Lunchtimes and after school going well. 25 young people at lunchtimes, 10 to 15 after school.

Looking to secure internet access. Toilet project starting during November.

We are talking to the young people to understand what they would like to do during the next couple of months. We are going to make cakes and sell them for Children in Need and having a Christmas party. We are always looking for volunteers. We would love to open on a Wednesday evening for seniors as we know they hang around in the car park but need volunteers for this. Anne Stevenson November 2011.

Village Green Committee – Cllr. Tyler reported, quotes are being obtained for a new curved seat for the Youth to be sited where the Youth Shelter had been before it was moved. The VGC are getting the hedge trimmed between the Practice Pitch and Langtree School as this is not cut on the maintenance schedule.

Neighbourhood Planning Steering Group – Vice Chairman gave a report on the third meeting of this group, they have had some volunteers leave but now have a group of 12 people. They are beginning to understand the challenges and have split into sub groups to carry out certain tasks and actions. The Thame group have been contact as they are also a front runner for the Neighbourhood Plan.

Currently a sustainability analysis is being done so Woodcote Group are hoping to benefit from some of their experience. All the proposals will need to fit in with the SODC Core Strategy and be fully auditable.

**13. Matters for Council to Consider.**

Letter from Chairman of Village Green Committee regarding the Parish Council’s rejection of the CCTV project.

The Chairman read the letter to the Council. He felt that some of the points made had been interpreted incorrectly. He felt that the views of the village needed to be taken into consideration as the PC represented the village so any decision needed to be given consideration with their views available. Cllr. Tyler suggested that he was willing to place an article in the Woodcote Correspondent to gather feedback from the Woodcote residents whether they would agree to CCTV for the play area or not. The Chairman stated that this feedback would need to be gathered in a systematic way and all the factors needed to be made available to the village, Cllr. Grady also stated that the village would need to told the installation cost, maintenance costs and that the precept may need to increase to cover such expenditure. Cllr. Stevenson stated that to his knowledge no other villages within Oxfordshire operated CCTV. The Chairman agreed to speak to the Secretary on the VGC to discuss this matter and also to SODC to ascertain further data regarding CCTV in villages within Oxfordshire.

Letter regarding the Queens Diamond Jubilee next year Lighting of Beacons. The Chairman took the details to read and bring to a future meeting for a decision.

Email from ORCC regarding bulk buying of Rock Salt bags for winter.

Resolved that this be passed to the Woodcote Garden Centre to see if they would be interested. Clerk to Action.

**14. Correspondence**

**14.1 Matters for resolution**

Email from Mr. Anderson regarding the Service on Sunday 13<sup>th</sup> November 2011 obstructing the Highway.

The Chairman read the email to the Council. It was resolved that the Chairman would take the action of responding to the sender.

**Matters for information**

Letter from CPRE advising date for their Annual General Meeting. Noted.

Letter from Woodcote Youth Club Chairman thanking the PC for their contribution. Noted.

Letter from Royal British Legion thanking the PC for their donation to the Poppy Appeal. Noted.

**16. To note date of the next meeting: Wednesday 7<sup>th</sup> December 2011.**

*Meeting closed at 10.05pm*

Signed.....Chairman/Date.....