

# WOODCOTE PARISH COUNCIL

**MINUTES** of the Meeting of the Parish Council held in the Committee Room, Village Hall, Woodcote 15<sup>th</sup> October 2008.

## **PRESENT**

Chairman	Mrs. Fiona Preston
Vice Chairman	Mrs. Karen Woolley (to 9.30 pm)
	Mr. Colin Edwards
	Mrs. Diana Hadaway
	Mr Ken Ison
	Mr. John Lynch
	Mrs. Marilyn Maddock
	Mr. Robin Peirce
	Mr. Peter Tyler
	Mr. Peter Woods

(1) **APOLOGIES** None

(2) **TO AUTHORISE** the Minutes of the Parish Council meeting held on 1<sup>st</sup> October 2008. **IT WAS RESOLVED** that the minutes be accepted and signed.

(3) **REVIEW OF ACTIONS** See Appendix

## (4) **MEMBERS OF THE PUBLIC ADDRESS THE MEETING**

PCSO Mark Bell addressed the meeting by recounting problems on youth club night. He requested that zig-zag lines be painted at the entrances to the car park as parking along Reading Road at school opening and closing times was causing danger. Complaints about pavement parking were still being received. Mrs. Diana Haddaway agreed to put something in the Correspondent about this. **DH**

Mrs. Frances Cork requested that the piece of verge opposite Londis in Reading Road be trimmed. Clerk to advise Berinsfield. **CLERK – done**  
She also asked why two bus stops now existed in Whitehouse Road. Clerk to investigate. **CLERK**

## (5) **CHAIRMAN'S ADDRESS**

The Council then went into Confidential session to discuss personnel issues relating to Mr. Giles and Mr. Fordham.

Next meeting with SOHA is set for 20<sup>th</sup> October 2008 at SODC.

Mrs. Preston had received the Village of the Year plaque. Mr. Peter Tyler agreed to mount it at the Community Centre. **PT**

## (6) **PLANNING APPLICATIONS TO BE CONSIDERED**

**P08/E1072/RET** 39 The Close, Woodcote. Retention of detached garage at the rear of property.

**IT WAS RESOLVED** No Strong Views.

**P08/E1048** Rodlynter, Beech Lane, Woodcote. Removal of existing store extension. New two storey rear extension and front porch.

**IT WAS RESOLVED** to recommend Approval.

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

**PLANNING APPLICATIONS GRANTED**

Parish Council  
Recommendation

P08/E0988 8 Whitehouse Road

Approval

P08/E0978 Beechwood South Stoke Road

Approval

**PLANNING APPLICATIONS REFUSED**

None

**(8) FINANCE**

**(i) Payments in October 2008**

The following payments were agreed:

2934	Mr. Jordan	Printer/Copier	355.71
2935	Mr. Jordan	Office Software	199.00
2936	Downend & Benning	Village Signs	217.35
2937	Mr. Jordan	Surge Protector	19.99
2938	Mrs. Preston	Champagne for Festival	22.87
2939	Mrs. Preston	Expenses Steeple Aston	37.57
2940	Mr. Fordham	Oct '08 Pay Adj	9.80
2941	Mr. Giles	Oct '08 Pay	498.56
2942	Mr. Jordan	Oct '08 Pay Adj + O/T	242.96
2943	HM Revenue		266.28
2944	Mrs. Maddock	Planning Forum	56.64
2945	OCC	Youth Support	112.60
DD	BT Direct Debit	Telephone Charge	22.00
DD	Thames Water		5.00
DD	AOL		17.99
SO	Mr. Jordan	Oct' 08 Pay	688.06
SO	Mr. Fordham	Oct' 08 Pay	601.03

**£3,373.41**

**(9) PARISH PLAN STEERING GROUP**

Clerk to send Parish Plan list of responsibilities to Mr. John Lynch. **CLERK**

**(10) REPORTS FROM COMMITTEES**

- (i) Village Hall Management Committee  
Mr. Ison reported that Next Year's Festival would be 19<sup>th</sup> September 2009 and the Swap Shop was this Saturday.
- (ii) Village Green Committee Report sent by Email.
- (iii) Griffiths Higgs  
No funds would be granted.

**(11) CRIME REDUCTION WORKING GROUP**

The Clerk was asked to write to Mr. Peter Ronald to ascertain progress on the realigning of the memorial cross-roads. **CLERK - done**

**(12) VILLAGE OF THE YEAR**

A Resolution to overturn the Resolution of 17<sup>th</sup> September 2008 (Page 46 of the minutes) concerning expenditure of the Village of the Year donation of £1,000, was defeated 2 votes in favour to 5 against. The previous resolution "to spend £187.00 + VAT on new village signs and the remainder of the £1000 grant to be donated to the Health Centre" therefore stood.

**(13) REMEMBRANCE DAY**

Mr. Peter Tyler was delegated to find a representative of the village to lay the Council's Wreath. **PT - done**

**(14) DOWNLANDS**

The Clerk to supply correspondence from Mr. Seddon to Mr. Robin Pierce. **CLERK - done**

**(15) CORRESPONDENCE RECEIVED**

The following Correspondence was noted except where specifically annotated.

- A.**
- Gypsy Accommodation Consultation
  - Mike Craven-Todd Thatched Cottage
  - OCC Easement Whitehouse Road  
Clerk to advise OCC that their amendment to the easement contract has been agreed. **CLERK - done**

- Adrian Duffield SODC Planning
- Chilterns Annual Forum 12<sup>th</sup> Nov
- Copy of John Howell MP letter

**B.** For information, Not Requiring Action

- Chalk and Trees Autumn/Winter
- Woodcote Crime Statistics
- NHS Primary Care Trust Strategy

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

Mrs. Marilyn Maddock recommended a heating unit for the new office. It was agreed that the Clerk can acquire a suitable heating unit.

The Council agreed to endorse a fireworks display provided the same conditions exist as in previous displays.

Mr. Tyler asked if the Council would like the car park lined. It was agreed not to proceed with this.

Mr. Ken Ison, Mrs. Maddock and Mr. Tyler were asked by the chairman to consider the idea of having terms of reference for councillors representing the Council on other committees.

**KI/MM/PT**

The meeting closed at 10.25 p.m.

..... CHAIRMAN

..... DATE

## OUTSTANDING ACTION LIST – 15<sup>th</sup> October 2008

### *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**

Interviewing of 3 applicants now in progress.

### *Review of Allotment Actions – Page 135*

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

**KP/AW**

### *Traffic Calming Gates – Page 147*

Mr. Adie Fordham, the Facilities Manager agreed to clean and paint the traffic calming gates. **AF**

Areas cleared of grass and shrubs.

### *Chairmans Address - Page 2*

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**

### *Correspondence – Page 4*

- SODC Open Space and Recreation Study

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

### *Sign at Greenmore – Page 25*

Following a request from the Conservation Group for a Dog Hygiene Sign at the entrance to Greemore Ponds the Clerk was asked to contact SODC to ascertain if such a sign was available. **CLERK**

Request sent. Awaiting reply.

***Chairmans Address – Page 30***

Because of the continuing health problems of the Cleaner/Caretaker, Mrs. Fiona Preston reported that the Council has requested an Occupational Health Report for Mr. Ian Giles from Pangbourne Medical Practice. Mr. Adrian Fordham, Mr. Giles' immediate manager, advised the meeting accordingly. It was agreed that Mrs. Fiona Preston and Mrs. Karen Woolley be delegated to read the document, once received, and make recommendations to the Council accordingly.

**FP/KW**

***Finance (v) OnLine Banking – Page 32***

The Clerk recommended that the Council move to online banking. It was agreed that Mr. John Lynch would look at the terms of the arrangement and make recommendations to the Council.

**JL**

***Chairmans Address – Page 34***

Mrs. Fiona Preston reported her meeting with Bob Burgess of OCC Highways. Although Highways was responsible for clearing weeds around granite setts it was clear they were not going to do it. She recommended that an article be put in the Correspondent advising residents to spray these weeds at their own risk.

**DH**

Also the Clerk was asked to approach a gardening company to obtain a quotation for the spraying of granite setts.

**CLERK**

The Clerk was asked to complain to the planning authorities at SODC about their failure to provide notice to the Parish Council of the date of the public hearing on 14 Bridle Path.

**CLERK**

Letter sent to Adrian Duffield.

***Crime Reduction Working Group – Page 36***

Mrs. Linda Richards, the local PCSO, attended the meeting to field a complaint from Mr. John Lynch regarding the issue of a parking ticket in West Chiltern. She advised the meeting that although she used discretion in such cases, this particular individual had been warned twice for obstructing the pavement and it was a complaint transmitted to OCC highways that was passed to her Area beat officer, Barbara Taylor that caused the ticket to be issued. It was agreed that an article needs to be put in the Correspondent concerning illegal parking in Woodcote.

**DH**

***Chairmans Address – page 43***

Mrs. Fiona Preston and Mrs. Karen Woolley agreed to meet with Mr. Adie Fordham and Mr. Ian Giles to discuss concerns about the cleaning of the Village Hall. **FP/KW**

***Parish Plan Steering Group – Page 45***

Mrs. Preston agreed to send out the individual councillor's responsibilities. **FP**

***Correspondence – Page 46***

- SOFO Soldiers in Oxfordshire

Send copy to Mrs. Mary Hulbert.

**CLERK**

Outstanding