

WOOTTON PARISH COUNCIL

Minutes of the Annual General Meeting of the Wootton (Abingdon) Parish Council held at 7.30pm on Tuesday 19th May 2015 at the Wootton & Dry Sandford Community Centre

Present: Councillors Ludlow (Chair), Bristow, Carter, Fysh, Mann, Parker, Rayner, Shaw, Werrell, Westell and White and County Cllr Johnston.

1. ELECTION OF CHAIRMAN OF THE COUNCIL FOR THE YEAR 2015/16

Cllr Mann proposed that Cllr Ludlow be re-elected as Chairman. This was seconded by Cllr White and approved unanimously.

2. DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

Cllr Ludlow confirmed his Acceptance of Office and signed the Declaration.

3. ELECTION OF VICE CHAIRMAN FOR THE YEAR 2015/16

Cllr Parker proposed that Cllr Langley be elected as Vice Chairman. This was seconded by Cllr Ludlow and approved unanimously. Cllr Langley has confirmed her acceptance of the post.

4. PUBLIC PARTICIPATION

a) To receive any representations from any member of the public present.

Mr Traish attended the meeting. He and his neighbour had been told by Oxfordshire County Council to remove stones that were protecting the verge alongside their properties. The County Council had offered to install posts to replace them at the owners' expense but this required the agreement of the Parish Council. Mr Traish provided copies of a dossier showing the damage to verges, similar posts installed by neighbours and the proposed location of the new posts. It was considered that the County Council would decide the distance between the posts and their distance from the kerb.

5. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Langley and District Cllr Spencer

6. DECLARATION OF PERSONAL OR PERSONAL AND PREJUDICIAL INTERESTS

None

7. DISTRICT/COUNTY COUNCIL REPORTS

County Cllr Johnston said that there would be some 100 appeals on school places: this was double the previous number. The appeals would be heard by a Councillor together with an independent adjudicator.

Grass cutting would be cut down to the legal minimum of two cuts a year; some parish councils are taking up the slack. Grass cutting is not being carried out in front of private house apart from a limited number of bungalows occupied by elderly people.

Lodge Hill remained an area for discussion.

Although County Councillors no longer held a pot of funds the Area Steward held some funds which County Councillors could help with obtaining.

8. MINUTES OF THE MEETING OF 7th APRIL 2015

The minutes of the meeting of 7th April were approved and signed by the Chairman

9. ELECTION OF COMMITTEES/REPRESENTATIVES FOR 2015/16

a) Committees

Resolved that the Committee membership for 2014/15 should be:

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Finance and General Purposes - Cllrs Bristow, Fysh, Ludlow, Mann, Parker and Werrell

Planning - Cllrs Carter, Fysh, Mann, Rayner, Werrell and White

Pavilion/Playing Field Management - Cllrs Mann, Werrell, Westell and White plus two Wootton/Boars Hill Cricket Club representatives.

Rights of Way and Transport - Cllr Langley plus Cllr Mann (Transport); Cllr Carter (Rights of Way)

Emergency Planning; - Cllrs Bristow, Langley and Shaw

Allotments; - Cllrs Shaw, and White

The Chairman is an ex officio member of all committees

b) Representatives

Resolved that the Representatives for the purposes shown should be:

Community Centre Executive Board - Cllrs Fysh and Ludlow

Youth Club - Cllr Rayner

Newsletter - Cllrs Bristow, Fysh and Shaw

Website - Cllr Bristow

Community Group - Cllrs Langley and Shaw

Standards - Cllr Carter

Parish Path Warden - Cllr Mann

NAG Cllrs Langley, Mann and Shaw

The membership of the committees and representatives were proposed by Cllr Fysh and seconded by Cllr Carter and approved unanimously.

10. STANDING ORDERS – To re-affirm Adoption of Standing Orders

Resolved that the Council, for the regulation of its business during the year 2015/16, re-affirms the Standing Orders and Financial Regulations adopted at the Parish Council Meeting on 2nd October 2012. The resolution was proposed by Cllr Fysh and seconded by Cllr Bristow and approved unanimously.

11. MATTERS ARISING

a) Community Centre - Para 6(a)

Cllr Fysh said that tenders had gone out for extending the car park and external painting would be carried out during the following week. Broadband was now installed in the Community Centre. Vandalism had been reduced and Open Door was now meeting twice a week. Bookings were at a healthy level

b) Hedges and footpaths - Para 6(b)

The pathways between Orchard Lane and Old Boars Hill and Old Boars Hill and Jarn Way badly needed attention.

c) Highways/ Traffic Diversions – Para 6(c)

The A 420 was now open; the slipway was closed at night for re-surfacing. Old Boars Hill was narrowing significantly and hedges need to be cut back.

d) Transport/No 4 Bus “Use it or Lose it” campaign– Para 6(d)

The improved half hourly service will begin on 1st June. A joint campaign is being carried out with St Helen Without Parish Council and Dalton Barracks to encourage residents to use the service to prevent it being withdrawn. The campaign should have two objectives –

- To inform residents of the improved service
- To get the message over that the improvements in the service will be under review and if it is not used it will be lost.

It will be delivered in the following way –

- An article will be on the front page of the June newsletter informing residents of the improved service - the cover of the newsletter will be lilac to match the repainted buses. A copy of the timetable will be delivered with each newsletter. The July issue will have a

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front page in colour displaying the poster with a picture of the bus on it. The September newsletter will focus on the public meeting. In October and November the newsletters will carry updates including if possible feedback on usage.

- The St Helen Without Parish Council annual newsletter will also carry an article
- The website will have links on the home page to a dedicated page continually updated with links to the timetable and a route map. The website polling facility may well be used and social networking.
- There will be a concerted poster campaign in local shops, Dalton Barracks and if possible a larger bill board on Lamborough Hill. The Councils are working with Oxford Bus Company on the poster design.
- Flyers will be delivered to targeted areas and available in local shops.
- In September there will be an evening public meeting in the Community Centre. This will take the form of a panel discussion and questions and answers. The panel discussion would be followed by light refreshments and the opportunity for one to one discussions..
- Consideration will be given to a smaller event in Shippon Church Hall
- The Parish Councils will also be contacting Schools, FE Colleges, Churches, medical facilities (e.g. Botley Medical Centre) and local businesses on the route with posters and leaflets

It was resolved to accept half the additional cost of a colour front cover to the July newsletter.

e) Cricket Club and Recreation Ground - Para 6(e)

It was agreed that a meeting of the Playing Field Committee should be held soon.

f) Playgrounds– Para 6(f)

The District Council had responded as follows to the enquiry from the Parish Council regarding adopting the Deerhurst Park playground against a commuted sum.

“It is the District’s understanding that when the agreement was drawn up all the public open space would be transferred to the Parish Council. The amount available is £25,000. We understand that Taylor Wimpey is prepared to pay an uplift which they have calculated to be in the region of £36,000. Bearing in mind that the sum is for the maintenance of all the open space, of which the play area is a small part, please would you let us know how much open space land you would be prepared to accept and how much of the contribution.”

It was resolved that the Parish Council could accept adopting the playground and the adjacent green area, but would want to discuss the area alongside the highway, the fenced in wooded area near the playground and any flower beds; this would best be done by arranging a site meeting.

g) Community website and newsletter – Para 6(g)

The new editor of newsletter is Lucy McCormick newsletter@woottondrysandfordshippon.co.uk It is important that the website and the newsletter work closely together. Cllr Bristow will be focussing on this and also developing links with social networking; any suggestions for developing the website should be sent to him. Cllr Bristow agreed to attend the next Community Centre Board meeting to discuss whether the Community Centre website could be integrated with the Community website.

h) Emergency Plan – Paragraph 6(j)

The draft flooding and winter annexes were still in preparation.

i) 2015 Elections

Twelve councillors were nominated so no election was held. Mr Berrill did not stand and Mr Bristow was appointed as a Councillor. As no election was held costs will be restricted to a small administrative charge.

12. BOLLARDS: JARN WAY

Further to the discussion in Paragraph 4a above and following a unanimous vote it was resolved that the Parish Council has no objection to the installation of the proposed posts

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13. DEVELOPMENT MATTERS

a) Applications received from the District Council for consultation and consideration by the Planning Committee

P15/V0787/HH 21.4.2015	Dormer window to front elevation. First floor extensions to rear elevation. 219 White Cross, Abingdon OX13 6BW Mr Alan Midwinter	No objections
P15/V0910/HH 23.4.2015	Erection of detached single garage The Barn, Whitecross OX13 6BU Mr Steven Parsons	No objections

It was resolved to confirm the Planning Committee's action

b) Decisions of the Local Planning Authority

P15/V0123/HH 20.2.2015	Single storey rear extension with front pitched roof porch extension and a single storey timber framed outbuilding 15 Cunnor Road, Boars Hill OX15JP Mr David Dunbar	No Objections	Permit 25.3.2015
P15/V0348/FUL 25.2.2015	Replacement detached dwelling and detached garage/office with associated landscaping. Hilcote House, the Ridgeway OX1 5EZ Mr & Mrs King-Thompson	No objections	Permit 8.4.2015
P15/V0355/HH 26.2.2015	First floor side and single and two storey rear extensions, new porches and erection of a detached triple garage with rooms above. Green Ridge, Lincombe Lane, Oxford OX1 5DZ Dr C & F Storey	No objections	Permit 15.4.2015
P15/V0443/HH 3.3.2015	Remove conservatory; erect single storey rear extension 31 Home Close, Wootton OX13 6DD Mr Tony Trower	No objections	Permit 22.4.2015
P15/V0481/FUL 11.3.2015	Demolition of existing bungalow and erection of new three-bedroomed cottage Elm Close Cottage, Old Boars Hill OX1 5JJ Mr Lee Langton	No objections	Permit 29.4.2015
P15/V0615/HH 24.3.2015	Single and two storey side extensions 54 Besselsleigh Road, Wootton OX13 6DX Mr Joel Brown	No objections	Permit 25.4.2015
P15/V0639/HH	Removal of existing porch and rear two storey conservatory and	No objections	Permit

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26.3.2015	replacement with new enclosed front porch and two storey rear extension. Holly Tree House, Jarn Way, Boars Hill, OX1 5JF Mr & Mrs Morrow		23.4.2015
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It was resolved to note the Planning Authority's decisions

14. MATTERS RAISED BY MEMBERS OF THE COUNCIL

Cllr Rayner said that bus shelters particularly the one near Mathews Way needed clearing of weeds and litter.

15. FINANCIAL AND ADMINISTRATIVE MATTERS

a) 2014/15 Account

The Accounts would be submitted to the Council for approval at its meeting on 2 June. The Accounts would then go to Internal and External Audit.

b) May 2015 Accounts for approval

Clerk Salary May	£444.24
Clerk Expenses May	£112.16
ST Grounds Maintenance – grass cutting and litter picking April	£576.00
Advent Solutions – Playground Inspection March/April	£120.00
Thames Water Utilities Ltd – water pavilion	£102.26
ORCC – 2015/16 Subscription	£65.00

It was resolved that the May 2015 invoices be approved for payment.

c) Applications for grants

None

16. COMMUNICATIONS RECEIVED -

OCC Mobile Library Service
 OCC Transport Review
 OALC – update for Members April 2015
 Clerks and Councils Direct – May 2015
 Advent solutions – Inspection Report 27.3.2015
 Wootton St Peter's Church – Accounts
 It was resolved to note the communications received

17. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS

None

18. FUTURE MEETINGS

It was agreed that the next meeting of the Council will be held on Tuesday 2nd June 2015 at 7.30pm at the Wootton & Dry Sandford Community Centre.

Chairman.....Date