

# WOOTTON PARISH COUNCIL

**Minutes of the Annual General Meeting of the Wootton (Abingdon) Parish Council held at 7.30pm on Tuesday 2<sup>nd</sup> May 2017 at the Wootton & Dry Sandford Community Centre**

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

## **1. ELECTION OF CHAIRMAN OF THE COUNCIL FOR THE YEAR 2017/18**

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

## **2. DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN**

Cllr Ludlow confirmed his Acceptance of Office.

## **3. ELECTION OF VICE CHAIRMAN FOR THE YEAR 2017/18**

Cllr Mann proposed that Cllr Bristow be elected as Vice Chairman. This was seconded by Cllr Langley and approved unanimously.

## **4. PUBLIC PARTICIPATION**

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

Mr and Mrs Garside attended the meeting to express concern about the future of the British Legion site which was next to their property. Councillors agreed that there were concerns in the community about the future of the site and the fact that the community had contributed to the local branch, but was unlikely to benefit from the sale. It was considered that the site would end up being residential, but initially it was being sold for D1 use; it will therefore be subject to both 'Change of Use' and planning permission.

Ms Carole Haveron and Mr Richard Bahu attended the meeting to raise the concerns of the Steering Committee on the level of practical support it was receiving from the two Parish Councils. Councillors confirmed that they were prepared to offer practical and financial support and unanimously approved a resolution stating that Wootton Parish Council fully supported the Joint Neighbourhood Plan.

### **b) District/County Councillor Reports**

County Cllr Johnston said that the County Council were now in purdah and decisions were being taken by officers. The General Election will delay the processes including the induction of new councillors. A meeting of the Pensions Committee was necessary given it was managing a budget a £2billion and 65,000 members. The Government were saving managements costs by grouping the schemes of a number of counties together.

## **5. APOLOGIES FOR ABSENCE**

None

## **6. DECLARATION OF PERSONAL OR PERSONAL AND PREJUDICIAL INTERESTS**

Cllr White declared an interest in the British Legion site as it was next to his property.

## **7. MINUTES OF THE MEETING OF 4<sup>th</sup> APRIL 2017**

The minutes of the meeting of 4<sup>th</sup> April 2017 were approved and signed by the Chairman.

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## 8. ELECTION OF COMMITTEES/REPRESENTATIVES FOR 2017/18

### a) Committees (including election of Chairman or lead Councillor)

Resolved that the Committee membership for 2017/18 should be:

Finance and General Purposes; Cllrs Bristow, Fysh, Ludlow, Parker Werrell and Westell.

Planning; Cllrs Bristow, Carter, Fysh, Parker, Rayner, Werrell and White.

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

Rights of Way and Transport; Cllr Langley (Transport); Cllr Carter (Rights of Way)

Emergency Planning; Cllrs Bristow, Langley and Shaw.

Allotments; Cllrs Shaw, and White

Neighbourhood Plan Joint Monitoring Committee; Cllrs Bristow, Carter, Fysh, Langley and Shaw.

Neighbourhood Plan Steering Committee; Cllrs Bristow and Fysh with other JMC members as alternates

(The Chairman is an ex officio member of all committees)

### b) Representatives

Resolved that the Representatives in 2017/18 for the purposes shown should be:

Community Centre Executive Board; Cllr Fysh

Youth Club; Cllrs Fysh and Rayner

Newsletter; Cllrs Bristow, Fysh and Shaw.

Website; Cllr Bristow.

Standards; Cllr Carter.

Parish Path Warden; Cllrs Parker, Langley and Shaw

NAG; Cllrs Langley and Shaw – currently in abeyance

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

## 9. STANDING ORDERS

Resolved that the Council, for the regulation of its business during the year 2017/18, re-affirms the Standing Orders and Financial Regulations adopted at the Parish Council Meeting on 2<sup>nd</sup> October 2012. The resolution was proposed by Cllr Carter and seconded by Cllr Fysh and approved unanimously.

## 10. MATTERS ARISING

### a) Community Centre - Para 5(a)

Cllr Fysh said that the container to store the mower was now on site. The Board were now working on a £65,000 project to upgrade the MUGA. Following the access on to the Recreation Ground by travellers the Board were looking at ways to limit access through a barrier at the entrance and bollards to prevent access from the car park. Thames Valley Police were carrying out a security audit.

### b) Hedges and footpaths - Para 5(b)

Cllr Mann drew attention to the property on Sandy Lane where the public right of way has been gated; this needs to be raised with Oxfordshire County Council.

### c) Highways Para 5(c)

Mathews Way and Hawkins Way are on the Oxfordshire Highways list for micro asphalt in 2017/18

### d) Transport/No 4 Bus Review – Para 5(d)

A Community Transport Network meeting would be held on 22 May 2017.

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e) Playgrounds – Para 5(e)

Cllr Bristow said that the decision on the WREN application is expected on 17<sup>th</sup> May. An application has to be sent to Awards for All.

f) Wootton Business Park – Para 5(f)

The Swept Path Review on the bus turning circle is still awaited.

g) Joint Neighbourhood Plan – Para 5(g)

The Steering Committee will be holding its fourth meeting on 17<sup>th</sup> May and will be opening it up to volunteers. Discussions are taking place with the Clerk at Dry Sandford School to do the minutes. The Joint Monitoring Committee is still trying to identify a date to meet; there are a number of issues to discuss including providing the Steering Committee with facilities such as a laptop and projector, publicity and literature. New Terms of Reference are being drafted. Work needs to be done on a communications strategy.

h) Vale of White Horse District Council Local Plan Part 2 – Para 6

St Helen Without Parish Council held a successful meeting on 23<sup>rd</sup> April to inform residents about the VWHDC Local Plan Part 2. Wootton Parish Council were represented and 36 Whitecross residents attended. The draft response from the Parish Council to the consultation was approved.

i) Royal British Legion

The Land Registry map clearly shows the site as belonging to the Royal British Legion apart from a diagonal strip in the front of the property. Efforts have been made to get historical documents from members of the community, but so far these have not materialised. Cllr Fysh said that the local branch had been financially viable when it was taken over by the National British Legion. It was resolved that up to £1,000 could be used for legal advice.

j) TRASLA

TRASLA has not yet proposed a date for the meeting.

## 11. DEVELOPMENT MATTERS

a) **6-8 Cumnor Road**

The proposal goes to the VWHDC Planning Committee on 10 May at 6.30pm in Wantage.

b) **Planning Enforcement**

The VWHDC has confirmed that this is a priority enforcement issue.

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

P17/V0553/HH 10.3.2017	Single storey rear extension 12 Hawkins Way, Wootton OX13 6LB Mr Richard Farnell	No objections
P16/V1045/HH Amendment No 1 17.3.2017	To request changes to previously approved application P14/V2797/HH. Architects drawings show original agreed windows and subsequent changes that have been made (Amended drawings numbers P102A, P201B and P202C received 15.3.17; dormer window and roof lights 'as built' shown). 175 Whitecross Abingdon OX13 6BP Mr Neil Holman <u>Planning Committee's comment in June 2016 –</u>	No objections; but still concerns about overlooking on neighbours by the dormer window

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	<i>Object – the retrospective change to the original plans impacts on the neighbours and results in overlooking. Planning Application P14/V2797/HH No Objection and permit issued Feb 2015</i>	
P17/V0790/HH 27.3.2017	Garage conversion to studio with new roof 160 Whitecross, Wootton O13 6BT Ms Sarah Morris	No objections
P17/V0699/FUL 24.3.2017	Demolish existing garage and erect new annexe in rear garden 92 Whitecross, Wootton OX13 6BU Mr David Palmer	No objections

It was resolved to confirm the Planning Committee's action

### d) Decisions of the Local Planning Authority

P17/V0234/HH 20.2.2017	Demolition of an existing entrance. Construction of a new entrance. Elm Close, Old Boars Hill OX1 5JJ Louise Boland	No objections	Permit 11.4.2017
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It was resolved to note the Planning Authority's decisions

## 12. MATTERS RAISED BY MEMBERS OF THE COUNCIL

At the Allotments Open Day, Mrs McNeil had commented that the school were most grateful to the Parish Council for the allotments.

It looks as if work is beginning on the Park and Ride at Lodge Hill; Whitehorse Contractors have moved from the site.

## 13. FINANCIAL AND ADMINISTRATIVE MATTERS

### a) May 2017 Accounts for approval

Clerk Salary May	£906.32
Clerk Expenses May	£177.82
Advent Solutions; playground inspection May	£65.00

It was resolved that the May 2017 invoices be approved for payment.

### b) Applications for grants

None

## 14. COMMUNICATIONS RECEIVED

Community First Oxfordshire; Transport Network meeting - Invitation - 22 May 2017

Communication SODC & VWHDC; fly tipping

Planning Policy VWHDC; Social Surveys

VWHDC; Waste and Recycling Leaflets

OALC Newsletter April 2017

Planning Committee Notification; 6-8 Cumnor Road – 10 May 2017

Oxfordshire Highways – April to June 2017

Land use for camping

Response from Parly. USS for Defence to Ed Vaizey MP on Dalton Barracks

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NALC proposed revision of standard terms for Parish Council employees  
Police and Crime Plan 2017-2021  
Advent Solutions; playground reports 3.4.2017  
Special Educational Needs and Disability Information Advice & Support Service  
It was resolved to note the communications received

## 15. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS

None

## 16. FUTURE MEETINGS

It was agreed that the next meeting of the Council will be held on Tuesday 6th June 2017 at 7.30pm at the Wootton & Dry Sandford Community Centre.

Chairman.....

Date .....