

WOOTTON PARISH COUNCIL

Minutes of the Annual General Meeting of the Wootton (Abingdon) Parish Council held at 7.30pm on Tuesday 3rd May 2016 at the Wootton & Dry Sandford Community Centre

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

1. ELECTION OF CHAIRMAN OF THE COUNCIL FOR THE YEAR 2016/17

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 2016/17

Cllr Langley proposed that Cllr Bristow be elected as Vice Chairman. This was seconded by Cllr Fysh and approved unanimously. Cllr Bristow confirmed his acceptance of the post.

4. PUBLIC PARTICIPATION

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

None

5. APOLOGIES FOR ABSENCE

There were no apologies for absence

6. DECLARATION OF PERSONAL OR PERSONAL AND PREJUDICIAL INTERESTS

None

7. DISTRICT/COUNTY COUNCIL REPORTS

County Cllr Johnston said there was still confusion about the Children's Centre but it was expected to remain open until March 2017. It had been understood that there would be £2 million available for Children Centres but it has transpired that this is for children's services generally. On the transport plan there is good news in that it is no longer proposed to put the lorry park in Lodge Hill. Design work will, however, take place for a Park and Ride and slip roads for the A34 at Lodge Hill. Two consultants have been employed at a cost of £250,000 each for studies on the new unitary authority. The AGM will take place in a fortnight's time. Cllr Langley said that at the OCC Transport meeting it was announced that OCC had withdrawn funding for secretarial support. She agreed to e-mail Cllr Johnston with the details.

Cllr Johnston said that as regards the District Council the Inspector had gone away to write his report and this was expected at the end of June. He has asked for a large amount of additional information, particularly on the Green Belt proposals. He has deemed that the Local Plan is basically sound, but will require modifications. The Vale of White

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Horse District Council will consult in the summer following the Inspector's recommendations with a view to ratifying the Local Plan in December.

8. MINUTES OF THE MEETING OF 5th APRIL 2016

The minutes of the meeting of 5th April were approved and signed by the Chairman

9. ELECTION OF COMMITTEES/REPRESENTATIVES FOR 2016/17

a) Committees

Resolved that the Committee membership for 2016/17 should be:

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

Planning: Cllrs Bristow, 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 (Transport); Cllr Carter (Rights of Way)

Emergency Planning: - Cllrs Bristow, Langley, Parker 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: Cllr Fysh

Youth Club: Cllrs Fysh and Rayner

Newsletter: Cllrs Bristow, Fysh and Shaw

Website: Cllr Bristow

Community Group: Cllrs Langley and Shaw – it was noted that the group was currently in abeyance.

Standards - Cllr Carter

Parish Path Warden - Cllr Mann

NAG Cllrs Langley, Mann and Shaw – it was noted that the group was currently in abeyance

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

10. STANDING ORDERS

Resolved that the Council, for the regulation of its business during the year 2016/17, re-affirms the Standing Orders and Financial Regulations adopted at the Parish Council Meeting on 2nd October 2012. The resolution was proposed by Cllr Mann and seconded by Cllr Ludlow and approved unanimously.

11. MATTERS ARISING

a) Community Centre - Para 6(a)

Cllr Fysh said that he had attended a meeting with the County Council about the Children's Centre. The County Council said that they would be ceasing non-statutory provision and were looking at communities providing multi-use facilities in the premises. Cllr Fysh said that the Community Centre had registered an expression of interest without commitment and awaited a clear proposal from the County Council. Usage of the Community Centre has risen to 45%.

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b) Hedges and footpaths - Para 6(b)

Cllr Mann said that parking on footpaths on the Mathews Way/Hawkins Way estate was still bad and footpaths were being blocked. It was agreed to refer the matter to the PCSO.

c) Highways Para 6(c)

A Boars Hill resident had contacted the Clerk about speeding in Wootton Village and had suggested that the Parish Council should consider introducing traffic calming measures and the reduction of the speed limit to 20mph. It was considered unlikely that either traffic calming or reducing the speed limit would be a viable option and it was resolved to refer the matter to the PCSO to carry out some speed monitoring.

d) Transport/No 4 Bus Review – Para 6(d)

Cllr Langley said that she had attended the OCC transport meeting earlier in the day. There was some discussion about the use of Section 106 money for transport development; a decision will be made on bus subsidies on 24 May. They are also launching a pilot scheme under which transport can be booked on-line using downtime on their fleet vehicles. Cllr Langley undertook to keep in contact with Sunningwell PC on the No 44 bus service.

The next meeting with Oxford Bus Company to discuss the No 4 bus service will take place on 6 June at 3.30pm.

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

Mr Batt-Rawden had drawn attention to the tree adjacent to the Cricket Pavilion which could be damaging if not removed. It was resolved that the Pavilion and Playing Field Committee should meet soon and that this should be on the agenda. There were also fir trees that needed trimming. The enquiry about using the pavilion for coffee appeared to have a commercial element and would need careful consideration.

f) Playgrounds – Para 6(f)

Cllr Bristow said that Mr Chris Dodd of Playground Services will submit quotations during the course of the next week; the drawings for the slide are being re-drawn to take into account comments received from PATCH.

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

Nothing to report.

h) OCC: Transmissions of Responsibilities to Parish Councils – Para 6(h)

The Clerk had exchanged e-mails with Oxfordshire County Council seeking information on the proposals to be put to parish councils asking them to take over responsibility for some OCC services, in particular grass cutting alongside highways. So far only limited information had been forthcoming. David Tole, Traffic, Safety and Area Steward Manager, gave an initial comment as follows -

“I’m afraid I cannot give you an absolutely precise figure but can guarantee that it will be no less than £3,400 a year and may be up to £100 a year more. This is for the Parish to take on the cutting of all the highway grass along adopted roads within the parish boundary with a speed limit of 30mph, plus a 1 metre swathe of grass on each side of adopted roads within the parish with a speed limit of over 30mph. (For your information, references in earlier communications to ‘urban’ and ‘rural’ grass were shorthand for ‘roads with speed limits of 30mph or less’ and ‘roads with speed limits of over 30mph’, irrespective of the environment through which the roads actually ran.)”

County Cllr Rodney Rose, Deputy Leader of OCC, had also been pressing parish councils to sign a Section 101 agreement. When questioned on how parish councils

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could be expected to consider this in the absence of any specific information on the proposal, he had replied -

“Thank you for including me in this correspondence. Perhaps I can clear things up a little. The aim at OCC is to give towns and parishes advance warning of what we will NOT be doing, so they can, IF THEY WANT TOO, pick up those duties to maintain the look and tidiness of their parishes. We at all times are complying with our statutory duties, but are trying to soften the blow by offering a little cash, within a three year contract for those parishes that would like to work with us. But at no time do we lose our statutory duties. To answer your questions:

- 1) Our statutory obligation is to maintain safe roads, so we will cut vision splays - beyond that, if we have no money, grass cutting will not happen
- 2) We are offering a three year contract - beyond that, it will depend on whether we can fund this area - if we have no money, it will not happen unless taken on locally.
- 3) Many parishes already do extra cuts to their preference, and some do NONE on ecological grounds - I personally think that local choice should be encouraged, so long as safety splays are maintained, of course.

I am sure that you would prefer a different message to this one, but I cannot be diverted from our main task of protecting the vulnerable. We spend 50% of our revenue budget on social care, projected to increase to 75% within 5 years - adult care is rising exponentially as we are all living longer, and protection of children is a minefield. These are statutory duties, and must be funded. What money we have left has to fund everything else; highways; libraries; transportation; Fire and Rescue, Trading Standards; flooding; etc; etc.”

i) Section 106 Funding – Para 6(j)

Following the attendance of Mr Brett Leahy, Development Manager (Vale), South Oxfordshire and Vale of White Horse District Councils, at the Parish Council meeting on 5 April, he has indicated that the section 106 contact in the VWHDC is Peter Brampton, Major Applications Officer, Planning.

j) Wootton Business Park – Para 8

Although Anthony Kirkwood, Road Safety Engineering Team, and David Bellchamber, Information and Infrastructure Coordinator, Highways & Transport, support the proposal for a roundabout at the entrance to Wootton Business Park, Geoff Barrell, Developer Schemes Co-ordinator, Highways & Transport at OCC has indicated that there would be insufficient funding in the Section 106 Agreement for Wootton Business Park to fund a roundabout, but there may be sufficient to provide a crossing. It was resolved to set up a site meeting with Mr Barrell to look at options.

12. LITTER

A local resident had complained about the litter in Wootton Village and suggested that signs be put up to ask people not to throw litter. It was resolved to put an article in the next newsletter drawing attention to the problem and giving contact details of the VWHDC Waste Team encouraging residents to report significant litter problems so that Biffa can deal with them. It was suggested that an additional litter bin would be useful at the bottom of Sandy Lane.

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13. SUNNINGWELL NEIGHBOURHOOD PLAN

The area to be covered by the Sunningwell Neighbourhood Plan was subject to consultation until 26 May. On studying the plans in the consultation document it was confirmed that the area covered coincided with the Sunningwell Parish boundary and did not include the 20 houses in Wootton that Sunningwell PC had suggested could be included in the Plan. Cllr Langley commented that having a Neighbourhood Plan could be helpful with transport issues. The position previously adopted by the Parish Council that it did not agree to the 20 houses being included in the Sunningwell Plan was put to a vote and the Parish Council reiterated its previous view by a majority of 10 to 1.

14. DEVELOPMENT MATTERS

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

None

b) Decisions of the Local Planning Authority

P16/V0068/HH 18.01.2016	Conservatory extension to dwelling house 210 Cumnor Road, Boars Hill OX1 5JS Mr G Boucher	No objection	Permit 9.2.2016
P16/V0294/HH 23.2.2016	Loft conversion and two storey rear extension 10 Home Close, Wootton, OX13 6DB Mr Chris Cox	No objection	31.3.2016

It was resolved to note the Planning Authority's decisions

15. MATTERS RAISED BY MEMBERS OF THE COUNCIL

None

16. FINANCIAL AND ADMINISTRATIVE MATTERS

a) Clerk's emoluments

The request by the Clerk to increase his working week from 2 days a week to 2.5 days a week was considered and it was resolved that this should be implemented from 1 April 2016. As this would have budgetary implications it was resolved that the position should be reviewed by the Finance & General Purposes Committee in December 2016 when consideration would be given on whether this could be further increased to three days a week.

b) 2015/6 Accounts

The date for the External Audit has been set as 25th July 2016. The Accounts will go to Internal Audit and be submitted to the Parish Council for approval at the meeting on 7th June. The period during which residents have the right to inspect the Accounts has been extended to 3 June to 14 July.

c) May 2016 Accounts for approval

Clerk Salary May

£444.24

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Clerk Expenses May	£112.30
Advent Solutions – Playground inspection March 2016	£65.00
Ian Bristow – Community Website fees	£83.04
It was <u>resolved</u> that the May 2016 invoices be approved for payment.	

d) Applications for grants

None

17. COMMUNICATIONS RECEIVED

Emergency Plan – VWHDC acknowledgement
Advent Solutions – inspection reports April
OCC Supported Transport update – 7.4.2016
Oxford Health – public talks
Fields in Trust – funding sources*
OCC Communities Initiative Framework – Children’s Centre*
Speeding and litter in Wootton Village
Wootton Cricket Pavilion – tree
VWHDC – Unitary Authorities
Wootton Business Park – roundabout
Sunningwell Neighbourhood Plan
OCC – Parish Transport Representatives Meeting – 3 May 2016
OALC April Update
OCC – Transition of Highway Services
Correspondence with OCC – Transition of Highway Services
Clerks and Councils Direct – May 2016
Vale News – April 2016
It was resolved to note the communications received

18. COUNCILLORS’ REPORTS AND ITEMS FOR FUTURE AGENDAS

None

19. FUTURE MEETINGS

It was agreed that the next meeting of the Council will be held on Tuesday 7th June 2016 at 7.30pm at the Wootton & Dry Sandford Community Centre.

Chairman.....

Date