

# WOOTTON PARISH COUNCIL

**Minutes of the Annual General Meeting of the Wootton (Abingdon) Parish Council held at 7.30pm on Tuesday 6<sup>th</sup> May 2014 at the Wootton & Dry Sandford Community Centre**

**Present:** Councillors Ludlow (Chair), Berrill, Carter, Fysh, Mann, Parker, Rayner, Werrell, Westell and White

## **1. PUBLIC PARTICIPATION**

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

Cllr Colin Weyer of Sunningwell Parish Council, who is also the Hon. Treasurer of the Boars Hill Association, attended the meeting to brief councillors on the defibrillators installed in Sunningwell and to recommend that similar action be taken in Wootton. Two have been installed in Sunningwell, one in a telephone box and one at the Beaumont Nursing Home in Boars Hill. South Hinksey is also planning to install one. Defibrillators can be purchased and installed for around £2,000. The Community Heartbeat Trust can offer advice and also gives awareness sessions. The defibrillators are kept in a locked box which can be accessed by telephoning 999 for the access code. The Chairman thanked Cllr Weyer for the information.

## **2. APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Langley, Shaw and County Cllr Bob Johnston

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

None

## **4. DISTRICT/COUNTY COUNCIL REPORTS**

Cllr Bob Johnston sent the following report

“It has been rather quiet on the County since I gave my last report. I believe that the following will be of interest to the Council.

1. A way has been found through a different pot of reinstating the stewardship monies, so again I have about £16,000 to spend on local roads. Would the PC like to nominate a particular road either for weed killing or to have the lines refreshed?
2. The County is now consulting on its transport plan. My group believe that the ideas of having a monorail into Oxford or trams in St Giles are both ludicrous. Monorails are very expensive to install but also to maintain. The only one outside entertainment centres that I know of is at Wuppertal in Germany, known locally as the "danglebahn". In respect of trams we cannot envisage how one could easily get trams into or much more importantly out of St Giles. My group is working up an innovative solution to Oxford's transport problems, which will see the light of day in the next two months.
3. I believe that after much pressure at the Abingdon Locality meeting we have at last got the question of the South bound slip roads at Lodge Hill on to the list of possible County schemes, the point being that if it is not on the list, the County cannot bid for resources for it.”

## **5. ELECTION OF CHAIRMAN OF THE COUNCIL FOR THE YEAR 2014/15**

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

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

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

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## 7. ELECTION OF VICE CHAIRMAN FOR THE YEAR 2014/15

Cllr Carter proposed that Cllr Berrill be re-elected as Vice Chairman. This was seconded by Cllr Parker and approved unanimously. Cllr Berrill confirmed his acceptance of the post.

## 8. ELECTION OF COMMITTEES/REPRESENTATIVES FOR 2014/15

### a) Committees

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

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

Planning: Cllrs Berrill, 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 Councillor Mann (Transport); Councillor Carter (Rights of Way).

Emergency Planning: Cllrs Berrill, Carter, 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 be:

Community Centre Executive Board: Cllrs Fysh and Ludlow.

Wootton Primary School Board: Mr Allen Perkins.

Youth Club: Cllr Rayner.

Newsletter: Cllrs Fysh and Shaw.

Website: Cllr Ludlow.

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 Mann and seconded by Cllr White and approved unanimously.

## 9. STANDING ORDERS – To re-affirm the Adoption of Standing Orders

Resolved that the Council, for the regulation of its business during the year 2014/15, 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 Councillor Parker and seconded by Councillor Fysh and approved unanimously.

## 10. MINUTES OF THE MEETING OF 1<sup>st</sup> APRIL 2014

The minutes of 1 April 2014 were approved and signed by the Chairman

## 11. MATTERS ARISING

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

Cllr Fysh said that a former Town Clerk had volunteered to take over the role on Minutes Secretary on the Community Centre Board. A caretaker had not been found although Cllr Ludlow had agreed to take on a keyholder and maintenance role. The multi-games area had been vandalised by young people; efforts were being made to find a solution as it was causing insurance problems. The Clerk reported that Harwell had donated £250 towards the World War 1 commemoration event on 3<sup>rd</sup> August; this would be channelled through the Parish Council.

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

Cllr Mann said that the footpath between Orchard Lane and Boars Hill was blocked. The hedge north of the Deerhurst Park towards Henwood needed cutting back. It was agreed that Wimpeys should be asked to deal with it.

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### c) Highways – Para 5(c)

Cllr Parker and Cllr Langley had visited firms near Deerhurst Park to discuss parking. The companies maintained that they had no problem with parking space for staff and were not using Deerhurst Park.

### d) Allotments – Para 5(d)

Thames Water was reducing the water bill for the allotments as there was no need for waste water disposal. The application to the Vale of White Horse District Council for planning permission on sheds was in preparation. County Cllr Johnston had agreed a grant of £250 for the water distribution system. Mr Clifton had taken a quote for the wire to repair the fence. Wire was only available in 50 meter rolls at a cost of £95 plus VAT and delivery. The extra wire would be used along the inside of the obsolete chestnut paling. It was resolved that the Parish Council would meet the cost as this was part of the infrastructure. It was noted that five plots were not being worked and were heavily overgrown.

### e) Neighbourhood Policing/Vandalism – Para 5(e)

At the NAG meeting the point was made on behalf of the Parish Council that there was an absence of Police presence after 9.30pm in the evenings and that PCSOs were again being deployed to Abingdon. Representatives of other parish councils noted similar problems. It was resolved that the Clerk would respond to Superintendent Andy Boyd's message on crime reduction making this point.

### f) Bus stops and services – Para 5(f)

The Sandleigh Road bus shelter had now been repaired; buses were now using the Besselsleigh Road stop and no longer needed to reverse back as far as the shelter.

### g) Cricket Club and Recreation Ground - Para 5(g)

The Council looked at the proposal from Sovereign for re-developing the playground at a cost of around £25,000. It was welcomed in principle, but it was considered that the fenced area should be expanded to include grassed areas. It was resolved to take more quotes in consultation with PATCH. The Pavilion had been re-decorate and Mr David Parker was arranging for an architect to draw up plans for the extension.

### h) Deerhurst Park Playground – Para 7(a)

Although the highways in Deerhurst Park had been adopted the green spaces including the playground had not. Wimpeys had been asked if they would erect a sign limiting the age group able to use the playground. The VWHDC had said that its policy was not to erect prohibitive signs as they have no means of enforcing them, occasionally they put up intended age ranges for a play area which they might consider on this site but again they would not carry out any enforcement if the signs were ignored. It was resolved that Wimpey should be asked to add "No dogs" to the sign.

### i) Community website and newsletter – Para 5(h)

Ian Bristow's redesign of the website was considered to be excellent and warmly welcomed. There was a need to focus on keeping the website updated using the joint Wootton/St Helen Without working party. It was resolved that the website costs could be paid a year in advance to benefit from a discount. Collating the newsletter was a problem and would cost an additional £120 per issue. The cost until next year when advertising rates would be reviewed would be £600. It was resolved that the Parish Council would be prepared to meet half the cost (£300)

### j) Speed limits – Para 5(i)

The proposed speed limit changes on Old Boars Hill and in Wootton Village have been approved; the work should be carried out in next two or three months. There is likely to be small savings on the advertising and legal costs as they may be met from some developer funding relating to St Helen Without proposals; the costs should, therefore, be less than the £3000 budgeted for. Speeding in Whitecross continues to be a problem.

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k) Community Governance Review - Para 5(j)

St Helen Without Parish Council have issued a leaflet to the residents of Dry Sandford who would be affected by a boundary change.

l) Broadband – Para 5(k)

At the Gigaclear presentation at Dry Sandford Primary School, there was a general feeling that support from the Parish Council would be useful to Gigaclear in getting their 400 sign ups. This would be particularly important to Boars Hill and parts of Wootton Village which will not benefit from the BT/OCC roll out. It was considered that the Parish Council had to remain impartial in the competition between the two companies.

m) Vale of White Horse District Council; Local Plan – Para 5(l)

The Parish Council’s comments have been submitted and acknowledged

## 12. DEVELOPMENT MATTERS

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

P14/V0356/LB 6.3.2014	Proposed internal alterations, replace single rooflight with conservation rooflight, rebuild rotten dormer structures and repair window frames and casements. Manor Farm, 6 Wootton Village OX15JL	No objections
P14/V0207/HH 13.3.2014	Erection of ground and first floor extension. Greenways, Lamborough Hill, Wootton OX13 6BY Mrs Keri Young	No objections
P14/V0569/HH 27.3.2014	Proposed two single storey extensions Broom Hill, Lincombe Lane, Boars Hill OX1 5DX Mr P Smallcombe	No objection
P14/V0565/HH 27.3.2014	Removal of existing UPVC sunroom and lean to WC and rear porch. Erection of a two storey side extension, single storey rear extension and front porch with two integrated bay windows. Conversion of a single detached garage into sun room and addition of French doors to the south elevation 17 Cumnor Road, Boars Hill OX1 5JP Mrs Dorothy Herbert	The planning increase appears to be far in excess of the permitted 30% - although no objection in principle this might suggest refusal
P14/V0614/FUL 3.4.2014	Erection of a detached three bedroom bungalow with access, parking and amenity space. Land adjoining Apple Lawn House, Cumnor Road OX15JP Mr Anthony Creed	Object. The access is very restricted and inadequate and adversely affects the neighbours. The site is also being overdeveloped.

It was resolved to confirm the Planning Committee’s action

### b) Decisions of the Local Planning Authority

P13/V2610/FUL 2.1.2014	Replacement of the existing Scouting museum building to create a new accommodation lodge. The redevelopment of an existing toilet	No objection but – a) Construction traffic should	Permit 25.4.2014
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	<p>block and the refurbishment and extension of the existing activity barn.          Youlbury Scout Activity Centre,          Youlbury, Boars Hill          The Scout Association</p>	<p>not go through Wootton Village and there should be a construction traffic management plan          b) Disabled facilities should be to the best modern standards for use by all</p>	
<p>P14/V0095/HH          30.1.2014</p>	<p>Erection of ground and first floor extensions to rear of property to increase kitchen/living space, increase rear first floor bedroom to include ensuite bathroom.          41 Home Close, Wootton OX13 6DD          Mr Nigel Moss</p>	<p>No objection</p>	<p>Permit          3.4.2014</p>
<p>P14/V0058/HH          8.2.2014</p>	<p>The proposed works include a two storey extension over an existing single storey indoor swimming pool structure to the west elevation. A single storey plant room extension to the west elevation. A single storey garden room extension to the south elevation. The proposals also include internal alterations and refurbishment.          Bishops Oak. Jarn Way, Boars Hill OX15JF          Mrs Lisa Prestedge</p>	<p>No objection</p>	<p>Permit          2.4.2014</p>
<p>P14/V0248/HH          19.2.2014</p>	<p>Proposed rear extension and raise the roof to create new first floor accommodation          129 Whitecross OX13 6BP          Mr Adrian Timms</p>	<p>No objection</p>	<p>Permit          9.4.2014</p>
<p>P/14/V0317/HH          26.2.2014</p>	<p>Proposed 2 storey side extension plus loft conversion 7 pitch roof over existing rear extension.          38 Cumnor Road, Wootton OX1 5JP          Minervois Development Ltd</p>		<p>Permit          10.4.2014</p>

It was resolved to note the Planning Authority's decisions

### 13. MATTERS RAISED BY MEMBERS OF THE COUNCIL

- i) Water was coming out of the road near the Church and damaging the road.

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- ii) It was resolved to go ahead with purchasing a defibrillator. Cllr Berrill proposed that the sum of £2,000 be allocated for the purchase and offered to meet any cost in excess of £2,000. The proposal was seconded by Cllr Westell and approved unanimously. It was suggested that the County Cllr might be asked if a community grant was available.
- iii) Cllr Berrill asked about the Community Centre Multi-Games area; more panels were required to prevent vandalism and there would be benefit to having a net over the top.

## 14. FINANCIAL AND ADMINISTRATIVE MATTERS

### a) 2013/14 Accounts

### b) May 2014 Accounts for approval

Clerk Salary May	£434.48
Clerk Expenses May	£136.16
Advent Solutions; playground inspection March less VAT paid in February	£49.50
Vale of White Horse District Council – dog bin servicing	£156.80
OPFA; 2014 Subscription	£50.00
ST Grounds Maintenance – litter picking and grass cutting April	£576.00
Thames Water Utilities Ltd – water pavilion 21.10.13-12.4.14	£47.07
NALC – LCR subscription	£17.00
ORCC – 2014 Subscription	£65.00
AON – Insurance Premium	£2,225.36

It was resolved that the May 2014 invoices be approved for payment.

### c) Applications for grants

None

## 15. COMMUNICATIONS RECEIVED

Summer Town & Parish Council Forum -17 June 2014

LCC Spring 2014

Clerks & Council Direct – May 2014

Protecting a Community Asset

Message from Superintendent Andy Boyd TVP

Radley Parish Planning Group and Attack on the Vale

Neighbourhood Plans – ORCC can help

ORCC Policy Bulletin April 2014

Notes on NAG Meeting

Disabled Parking Place Amy Crescent

Oxontime RTI publicity

It was resolved to note the communications received

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

The defibrillator should be on the next agenda.

## 17. FUTURE MEETINGS

It was agreed that the next meeting of the Parish Council will be held on Tuesday 10<sup>th</sup> June 2014 at 7.30pm at the Wootton & Dry Sandford Community Centre

Chairman.....

Date .....