

WOOTTON PARISH COUNCIL

Minutes of the Meeting of the Wootton (Abingdon) Parish Council held at 7.30pm on Tuesday 4th April 2017 at the Wootton & Dry Sandford Community Centre

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

1. PUBLIC PARTICIPATION

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

Mr Hudson attended the meeting. He commented on how football had ceased to be available at the Community Centre. Cllr Fysh said that football had now returned to the Community Centre and teams were now available for Wootton residents up to the age of 18. Mr Hudson also commented on the problems of crossing Whitecross as the footpaths were on different sides on the road.

b) District/County Councillor Reports

County Cllr Johnston said that the bid for a Unitary Council from OCC/VWHDC and SODC would be submitted to the Department for Communities and Local Government at the end of May/beginning of June; the other three councils were proposing a combine authority in areas such as Fire and Rescue but probably not for adult social care.

At the County Council elections a lot of Conservative and Labour councillors were standing down, this would result in a substantial loss of experience and continuity and example of this was the Pensions Committee on which only 1 or 2 members were staying on; this committee was responsible for major, high cost projects.

2. APOLOGIES FOR ABSENCE

None

3. DECLARATION OF PERSONAL OR PERSONAL AND PREJUDICIAL INTERESTS

None

4. MINUTES OF THE MEETING OF 7th MARCH 2017

The minutes of the meeting of 7th March 2017 were approved and signed by the Chairman.

5. MATTERS ARISING

a) Community Centre - Para 5(a)

Cllr Fysh said that the Community Centre had received an offer of a mower; there would be some maintenance costs and costs for providing a container to store it in. Cllr Parker proposed that these costs can be met from the Parish Council grant approved in 2016 provided that this was within the £1,000 previously agreed. This was seconded by Cllr Langley and approved unanimously.

Oxfordshire County Council has submitted the Heads of Terms for an agreement on leasing back the Children's Centre to the Community Centre. The main issue is covering all the legal fees; there are one or two other points but the Community Centre will not be able to give a definitive response until it has received legal advice.

Cllr Fysh said that usage of the Community Centre in the first quarter was 44% an 8% increase in the same period in 2016.

b) Hedges and footpaths - Para 5(b)

The grips on Fox Lane needed cutting.

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c) Highways Para 5(c)

OCC Highways has indicated that the OCC grass cut will take place in July. The Parish Council cut is being carried out by BGG in April. The second Parish cut will take place in the autumn. The pothole in the entrance to the Cricket Ground car park has been carried out by OCC

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

Oxford Bus Company has said that the strike over holiday pay has been resolved. The bus shelters have been cleaned; one missing panel has been re-instated and two need replacing. It was resolved to ask Oxford Bus Company to provide regular statistics on usage of the No 4 bus service so that the Parish Council will be aware of any reduction in use and promote the service.

e) Playgrounds/Cricket Ground – Para 5(e)

Cllr Bristow said that a decision of the WREN grant should be given on 17th May. He was working on the Awards for All application.

The Cricket Club has cut back the trees near the pavilion and repaired the pavilion roof.

f) Wootton Business Park – Para 5(f)

OCC is prepared to do a swept path analysis on the bus turning circle. Hartwells do not expect a problem, in principle, to the bus turning circle at the entrance and a formal response should be given soon; costs will, however, need to be addressed. There is £50,000 Section 106 money, but this will need to also provide a crossing. It may be possible to re-direct some other Section 106 money – Lashford Lane Fen and artwork. OCC might be encouraged to meet the cost of some work on road markings etc. to provide a bus stop. No date has yet been given for when work on the development will start.

g) Joint Neighbourhood Plan – Para 5(g)

Cllr Bristow asked if any of the present members wishes to stand down and if any other councillors wished to join the JMC. As none of the councillors wished to resign and none wished to be join the Wootton contingent continued as Cllrs Bristow (Co-Chairman), Carter, Fysh, Langley and Shaw. It was further agreed that, in consultation with St Helen Without Parish Council, decisions previously taken by the JMC would be re-visited. The Wootton Clerk would no longer carry out the role of Joint Liaison Officer but would continue to act on behalf of Wootton Parish Council on Neighbourhood Plan issues.

Cllr Carter said that he had been in touch with the Doris Field Trust and its land agents.

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

A meeting had been arranged with the Vale of White Horse District Council for 7th April; a date for a meeting with MOD was still awaited. Comments were required on the Local Plan Part 2 by 4th May so the Wootton Parish Council response will need to be approved at the meeting on 2nd May.

Whitecross is the key area for Wootton as well as infrastructure impact of the development of Dalton Barracks, a meeting is awaited with MOD

Progress needs to be made on the Parish Council's thinking on the VWHDC Local Plan Part 2. So that the 4th May deadline can be met.

A number of points will need to be focussed on in the response –

- There can be a general welcome that Wootton will largely remain in the Green Belt and support for its remaining so.
- What is the Parish Council's broad position on the development of a Garden Village at Dalton Barracks?
- If the Parish Council is not opposed in principle, given that there are spin-off benefits to the rest of Wootton, there will still need to be consideration of the impact on the infrastructure both on areas like increased traffic and education provision and on the

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potential benefits like the need for a cycle path into Abingdon and sustainability of the bus service.

- The Parish Council will need to decide whether to make specific reference to sites in Wootton that might be affected if the Dalton Barracks development falls through or other factors such as targets not being met through failure of delivery. This may well be best left to be dealt with in the context of the Joint Neighbourhood Plan beyond a simple statement in bullet point 1 above that Wootton should remain in the Green Belt in the future.
- By far the biggest impact will be on Whitecross as it is proposed to remove part of it from the Green Belt. Should the Parish Council object to Whitecross being removed from the Green Belt and if so on what grounds?
- There will be an opportunity to clarify the VWHDC's thinking on this at the meeting with the VWHDC Planners on Friday 7th April. Why have they extended the area beyond MOD land – this might relate to road access for the Garden Village or it might relate to it becoming part of the Village itself? Is the land likely to be subject to compulsory purchase to permit a 'grand design' or will it be left to individual land owners to opt to develop their own sites?
- Councillors may wish to list points before the meeting that they would like to see raised.
- It would be helpful at the meeting to get an enlarged map of the area being removed from the Green Belt so that each site can be considered. If possible the Council should try to ascertain the views of the landowners before submitting its comments. Cllr Carter's discussions with the Doris Field Trust are relevant in this context
- There will be an opportunity to harness the views of Whitecross residents at the exhibition/meeting SHW is holding on Sunday 23rd April. SHW has offered to invite Whitecross residents by including them in the leafletting (Wootton PC will need to help deliver the leaflets). Can the Council confirm that it wishes to participate?
- Does there need to be any further public consultation, bearing in mind residents had the opportunity to comment at the VWHDC exhibition/presentation on 14th March?
- It will be important to liaise closely with SHW on the two responses. Shippon is very much affected as it is proposed to remove it from the Green Belt, Wootton might wish to support aspects of the SHW response for example if SHW comments on the impact on the width of the Green Belt between Shippon and Abingdon or on other infrastructure/environmental factors.

i) TRASLA

No date has yet been proposed by TRASLA to hold a meeting to discuss contractors' traffic.

6. DEVELOPMENT MATTERS

a) Planning Enforcement

Planning Enforcement is working on the lack of planning permission for change of use at Lamborough House – they have confirmed that the operational period is what counts not the period the business might have been run by the owner from his residence.

As regards the letting in Deerhurst Park; this is not a breach if the whole house is let.

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

P/17/V0234/HH	Demolition of an existing entrance. Construction of a new entrance.	No objections
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20.2.2017	Elm Close, Old Boars Hill OX1 5JJ Louise Boland	
P17/V0441/O 2.3.2017	Demolition of existing 2-storey building and garage and erection of new building consisting of 7 apartments and related works. Associated change of use of site from part A1 retail/part C3 residential to entirely C3 residential. 6-8 Cumnor Road, Boars Hill OX15JP Mr & Mrs A & H Rock	No objection see below
<p>Wootton Parish Council has carefully considered the above application to replace the existing commercial premises with a residential building consisting of 7 double apartments and associated works. The Council has had the benefit of receiving the comments of the landowner on how he is proposing to address the objections raised by the Parish Council and others to the two earlier applications and of receiving a significant number of detailed written objections from local residents. The Parish Council recognises that the comments it makes will be received favourably or unfavourably depending on the viewpoint of the person receiving those comments and has tried to be impartial and objective in trying to assess the various issues. The views of the Parish Council are not unanimous, but the balance is clearly “No Objections” However, it is important to indicate areas where concerns have been raised or improvements have been recognised. The Parish Council welcomes the improvements in design which are certainly more in keeping with the local surroundings than previous applications. The overall reduction in the number of flats is also welcomed, although it can be argued that the increase in the total number of bedrooms is likely to increase the parking requirement. Parking remains the key issue and perhaps fuels most of the objections from local residents. Ideally the Parish Council would likely to see further improvements in this area, but recognises the limitations of available space. It is the understanding of the Parish Council that the parking provided is at the upper end of the level of parking recommended for a building of this size by Oxfordshire Highways. Parking remains a problem throughout the parish, it is probable that the residential block will impact less on the local parking situation during working hours but more outside working hours. A concern was also raised about whether the access in and out of the parking at the back will be adequate; at the very least the users of the parking area will need to exercise patience and courtesy, but there is no reason why this should impact significantly on neighbours. The bike shed is felt to be too close to the building. The Parish Council considers that the landowner should make every effort to manage the level of dust, noise and contractors’ traffic during the demolition and rebuild of the property. Neighbours have expressed considerable concern in particular on two points. The current proposal has increased the bulk of the building particularly at the rear. This is likely to impact on Nos 10 and 12 Cumnor Road in terms of overlooking and light (it should be noted that the VWHDC Planning Committee refused the previous application principally on the grounds of bulk and its impact on No 10 Cumnor Road). Secondly, Nos 10 and 12 and No 1 The Willows have in the past experienced sewage back-up in their gardens due to the inadequacy of the sewage system. The increased number of residents in the new development may aggravate this. The Parish Council understands that proposals have been put in place in the new development to address this, but it is important that the VWHDC Drainage Engineer confirms that he is satisfied with the measures being adopted.</p>		

It was resolved to confirm the Planning Committee’s action

c) Decisions of the Local Planning Authority

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<p>P17/V0014/HH 5.1.2017</p>	<p>Erection of a single storey pitched roof double garage and modifications to front garden driveway to form access to garage and car parking places, together with a single storey front corner bedroom extension to house and an open front entrance porch. 127 Cumnor Road, Boars Hill OX15JR</p>		<p>Permit 8.3.2017</p>
<p>P17/V0136/HH 24.1.2017</p>	<p>Proposed raised roof with rear dormer window and roof lights to form loft conversion to provide additional bedroom with en-suite accommodation. Willowbrook, Fox Lane OX1 5DS Mr John White</p>	<p>No objections</p>	<p>Permit 16.3.2017</p>

It was resolved to note the Planning Authority's decisions.

7. MATTERS RAISED BY MEMBERS OF THE COUNCIL

The litter picker needs to clean out the litter and weeds from the bus shelters.

Cllr White said that action needs to be taken on the potholes resulting from the spring in Wootton Village.

Cllr Carter suggested that for public participation there should be a time limit for members of the public to speak. Cllr Carter proposed that this should be 5 minutes with a further five minutes to respond. This was seconded by Cllr Fysh and so resolved.

8. FINANCIAL AND ADMINISTRATIVE MATTERS

a) The 2016/17 Audit

The External Audit date has been set for 24 July 2017 and the exercise of public rights from 19 June to 28 July. We will aim to do Internal Audit in May and the Accounts will need to be approved at the Parish Council meeting on 6th June.

The Governance Accountability Guide has been issued; Wootton is now categorised as a smaller council so will need to comply fully with the Guide. This will be looked at in combination with audit. The Parish Council already complies in most areas.

b) April 2017 Accounts for approval

Clerk Salary April	£755.96
Clerk Expenses April	£125.63
Post Office Ltd, HMRC – PAYE & NI Jan-Mar 2017	£1,730.92
Community First Oxfordshire – 2017-8 subscription	£70.00
Vale of White Horse District Council – dog bin servicing Jan-Mar 2017	£80.38
Oxford Green Belt Network -2017 subscription	£15.00
ST Grounds Maintenance – litter picking March	£312.00
Super Clean South Ltd – cleaning 7 bus shelters	£477.60

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WADS CC – room rental January to March (incl. neighbourhood Plan) £169.00
Karen Fysh – refreshments Neighbourhood Plan meeting £14.77

It was resolved that the April invoices be approved for payment.

c) Applications for grants

None

9. COMMUNICATIONS RECEIVED

OALC; new Governance and Accountability Guide
OALC; Newsletter March -2017
Oxford Preservation Trust Awards 2017
OCC; grass cutting
OBC; update on dispute with UNITE
OALC; Rural Oxfordshire Network Forum – 5 April
VWHDC; re-numbering of new dwelling
South Central Ambulance Service; Community Engagement Forum – 21 April
VWHDC; Leader’s newsletter March
South and Vale; Oxfordshire LEADER funding
VWHDC; Summertown and Parish Forum – 12 July
OPFA; Spring newsletter
Wootton Business Park; bus turning circle
VWHDC; Neighbourhood Planning Funding
It was resolved to note the communications received

10. COUNCILLORS’ REPORTS AND ITEMS FOR FUTURE AGENDAS

None

11. FUTURE MEETINGS

It was agreed that the next meeting of the Council will be held on Tuesday 2nd May 2017 at the Wootton & Dry Sandford Community Centre. This will at 7pm with the Annual Parish Meeting followed by the Annual General Meeting at 7.30pm.

Signed

Date