



**Minutes of the meeting of Wootton (Abingdon) Parish Council
Online using Zoom on Tuesday 2nd February 2021 at 7.30pm**

Councillors Present:

Councillors Bristow (Chair), Brockliss, Clifton, Foster, Manning, Morgan, Werrell.

Also present:

Cty Cllr Johnston

Councillors Absent:

Cllr Morris , Shaw

1. Apologies for absence were noted:

Cllr Morris, Cllr Shaw

2. To note the resignation of Cllr Ludlow

The Council would like to extend its thanks to Andrew Ludlow for many years of service both as a Councillor and then as Chairman, for his time and contribution to the Parish with special note to his involvement in the provision of Superfast Broadband and the development and management of the Playground.

3. Cllr Bristow put himself forward for the position of Chairman. There were no other nominations. It was RESOLVED to appoint Ian Bristow as Chairman

4. There were no Declarations of Interest from Councillors relating to items on the Agenda

5. Reports from District and County Councillors

a. County Councillor Bob Johnston

- i. The County Council Tax increase has been reduced to 3.99% with a view to reducing the impact on people. However, in light of cuts especially to Adult Social Services and the negative effects on future grant funding of not using the maximum increase allowed, there are concerns of the impact this will have.
- ii. The section of Fox Lane near the junction has been cleared but not sufficiently. Cllr Johnston will be addressing this. Cllr Brockliss raised the issue of litter which Cllr Johnston will mention to Oxfordshire Highways.
- iii. The County Council are promoting 20 mph speed limits on residential roads. Cllr Johnston proposed that this be added to the next Parish Council agenda.
- iv. Cllr Johnston has provided funding to St Peter’s School for the provision of nine laptops.

6. A presentation was received from Aldi regarding their proposed development on the Wootton Road, Abingdon.

- a. Concerns were raised about the safety of pedestrians and cyclists where the entrance crosses the pavement/cycle track.
- b. Concerns were raised about the impact on the local convenience stores in Wootton.

7. No members of the Public were present.

8. It was RESOLVED to approve the minutes of the previous meeting.

9. The following updates on the action points from previous minutes were received:

Minute Ref:	Description:	Action required:
2020-08 6f ii	More permanent covid-19 signs required for the gate.	Cllr Morgan to arrange installation of signs.
2020-11 9a ii	To plant wild flower seeds on the cleared ground	Cllr Clifton has obtained information about turf with seeds in at £600 and has been advised that rabbits would

		eat seeds if these were used. Ground needs further clearance. Open Spaces Committee to progress.
2020-11 9b ii	To arrange for 5 road traffic surveys to be carried out	Cllr Foster to liaise with Clerk/Highways to progress. Awaiting response from Highways. Timing to be considered in view of lockdown.
2020-11 9b iv	To produce a survey on Facebook about the Cycle path	Will be actioned in due course.
2020-11 15a	British Legion Bench location	Possible locations for the bench to be considered once confirmation has been received that it is ready
2020-12-7	Purchase of Memorial Bench	To be installed in Cricket Ground.
2020-12-8	Cutting of Trees	Completed.
2020-12-9bii	Footpath map to be provided to Cllr Morgan	Map provided by Cllr Bristow.
2020-12-9ci	Artwork Steering group to discuss mood board	Cllr Morris, Cllr Morgan and Clerk. It was agreed that a World War 2 memorial bench would be a good use of the funds and option c was the preferred model.
2020-12 F&GP 4bi	purchase the speed sign and three posts for this	Cllr Foster/Clerk progress.
2020-12 F&GP 4bii	Purchase an Automated External Defibrillator. The location will be agreed in due course.	It was agreed that the AED should be in Whitecross, but appropriate permissions and installation would need to be researched. It was agreed to correspond with the Hartwell Business Park and Aldi to propose they install a defibrillator on their developments. Cllr Werrell to discuss with Sid Williams about the Parish Whitecross defibrillator. Clerk to progress purchase.

10. It was **RESOLVED** to arrange for the installation of the bench and pole for the playground sign at £100 + VAT by Wisikin Garden Maintenance.
11. The damage to the bus shelter was **NOTED** and it was **RESOLVED** to claim on the insurance for the bus shelter, for the damaged shelter to be removed and not replaced it at this stage.
12. The ground at the Community Park is **waterlogged**. The water is sitting on top of the ground due to the layer of clay. The Clerk and Cllr Bristow met with a Geotechnical Engineer to discuss the options. The Clerk will obtain advice from a Playground Drainage company. Cllr Bristow and the Clerk to explore options.
13. It was **RESOLVED** to propose a Skate Park, Orchard, wild flower area and woodland walk to Walsingham Planning in the public space element of their plans for the Hartwell Business Park.

14. To receive updates from Groups and Committees:

- a. Improvements Lifecycle Group – Cllr Morgan reviewed the list agreed for being progressed at the December 2020 meeting.
 - i. Traffic Calming – in hand
 - ii. Cycle Path Promotion – on hold
 - iii. “Thank You” Event for Covid-19 support group – on hold
 - iv. Christmas Lights – to be reviewed in September
 - v. Clerk’s Hours – on hold
 - vi. Defibrillator – in progress
 - vii. Perspex at Home Close – Clerk to find price for replacement Perspex for bus stop at Home Close.
 - viii. Exercise Classes – on hold
 - ix. Litter Picking event – being discussed
 - x. Verge Maintenance – agreed by Finance & General Purposes Committee
 - xi. Installation of Park Fence – in progress
 - xii. Teenage facility – Walsingham Planning being approached
 - xiii. Wildflowers – in progress
- b. Footpaths and Bridleways - Cllrs Shaw/Manning – no update
- c. Spring Clean - Community Parks & Open Spaces – Clerk to contact the Vale team to discuss availability of equipment etc. for late May depending on the Covid-19 situation.

15. To receive updates in the following areas:

- a. Community Centre – Cllrs Bristow
 - i. Issues regarding the Committee’s understanding of the grant offer from Parish Council to Community Centre and meeting the time scale;
 - ii. Discussions with Pre-School continue;
 - iii. Discussions with Abingdon Eagles Basketball ongoing about paving path to MUGA;
 - iv. Awaiting quotes on floodlights.

16. Finance and administration/governance

- a. To consider and approve invoices for payment and to review payments made since the last meeting as itemised on the Payment Schedule

Ref no	Details	Payment Total
OLP-238	Zoom- Online Meeting Facility	£ 14.39
OLP-239	Barclays/Bank Chgs	£ 12.25
OLP-240	Go Daddy/Woottondrysandfordshippon	£ 8.39
OLP-241	Go Daddy/Woottondrysandfordshippon	£ 9.58
OLP-242	Nest	£ 42.47
OLP-243	O2 Telephone	£ 13.68
OLP-244	ST Grounds Maint/Bridleway	£ 84.00
OLP-245	VoWHDC - Dog Bins	£ 107.64
OLP-246	WGM - Park & Village Green Maintenance	£ 330.00
OLP-247	Staff Salaries	£ 1,045.60
OLP-248	Clerk's Expenses	£ 94.92
OLP-249	Zoom- Online Meeting Facility	£ 107.20
OLP-250	Simply Waste - Rubbish Collection	£ 25.90
OLP-251	M Rudge Tree Services - tree cutting	£ 756.00

- b. To note any receipts

Date	Details	Payment Total
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- c. The provision of a budget to provide equipment (computers) to Parent Teacher Associations to support the home learning of children from the Parish if help is requested was considered.
 - i. The Parish Council have contacted all the local schools where it is known that children of the Parish attend, to offer funding for laptops for loan to disadvantaged students via the Parent Teacher Associations (PTA).
 - ii. It was RESOLVED to provide funding to PTAs on a request by request basis up to a maximum spend of £3500.00
 - iii. Cllr Morgan is to find additional information about the library project at St Peter's School, Wootton with a view to providing money to the PTA for books should the budget allow.
- d. The signatories on the Bank Mandate were reviewed and it was RESOLVED to add Cllr Morgan and Cllr Foster to the mandate and to online banking.
- e. Following the resignation of Cllr Ludlow, it was RESOLVED that Cllr Morgan would be Chairman of the Community Park and Open Spaces Committee, Cllr Bristow would be Chairman of the Finance and General Purposes Committee, Cllr Brockliss would join the Finance and General Purposes Committee and Cllr Werrell would join the Personnel Sub-Committee .
- f. It was RESOLVED to purchase a bespoke checklist for the playground supplied by Playsafety Ltd at £30+VAT to aid with the weekly playground checks.
- g. It was RESOLVED to the renew the" Clerks and Councils Direct" membership at £75
- h. It RESOLVED to hold the Annual Parish Meeting immediately prior to the Annual Parish Council Meeting at 1900 on 4th May 2021.
- i. It was RESOLVED to approve the Equality Policy.

17. To review and note communications received

- a. A meeting was arranged by Layla Moran's office regarding the complaints about fireworks at Dalton Barracks. It was agreed that better communication of the events to the local residents would be beneficial.

18. Planning Applications

- a. To consider all recent applications received from Vale of White Horse District Council on the attached schedule and any other planning applications received between the circulation of this agenda and the meeting

Reference	Location	Description	Comments/Decision
P21/V0025 /FUL	Land at Abingdon Airfield /Dalton Barracks Faringdon Road Shippon Abingdon OX13 6JB	Temporary planning permission for use of land for film-making for a maximum period of 12 months (commencing January 2021) to include temporary buildings/ structures, hardstanding, road and pathways and use of land to station support services and storage.	Consideration to be given to local residents and aircraft movements to be kept to a minimum. Request to invite locals to participate.

P21/V0036 /HH	41 Home Close Wootton Abingdon OX13 6DD	Putting a new energy efficient construction on the rear of the property making a much more usable area for a family. The whole property will include energy efficient lighting, heating and be insulated to current British Standards. Replace to old roof with a new energy efficient roof with more practical spacing.	No objections
P21/V0039 /HH	72 Whitecross Wootton Abingdon OX13 6BU	Conversion / extension of existing roof space	No objections

b. To note Decisions of the Local Planning Authority

Reference	Location	Description	Comments/ Decision
P20/V3217 /HH	55 Hawkins Way Wootton Abingdon OX13 6LA	Demolition of small single storey extension to the right elevation. Construction of two storey extension to the right elevation and single storey extension to the front elevation.	Withdrawn
P20/V3041 /FUL	33a Wootton Road Boars Hill Oxford OX1 5HP	Demolition of former British Legion Clubhouse & garage. Erection of 2 x 4-bed detached dwellings together with ancillary buildings & amenity space.	Withdrawn
P20/V2528 /HH	Farleigh Orchard Lane Boars Hill Oxford OX1 5JH	Loft conversion with dormer to rear roof slope and 2 x dormers to front roof slope.	Planning Permission
P20/V2577 /DIS	Poplar Corner Wootton Village Boars Hill Oxford OX1 5JL	Discharge of Conditions 3 (Landscaping Scheme), 5 (Tree Protection), 7 (Surface Water Details), 8 (Foul Water Drainage), 10 (Construction Traffic Management) of planning application P20/V0176/FUL. Removal of existing dwelling house, garage and greenhouse. Construction of development of two detached dwellings with garages and ancillary driveways. Vehicular access from Wootton Village to be widened. (Additional info - AMS , drainage layout and SUDS report rec 2 Dec 2020) (Additional info rec 17 Dec 2020) (Revised CTMP dated 19 Dec P1008, rec 4 Jan 2021)	DIS Details Agreed
P20/V3105 /HH	25A Home Close Wootton Abingdon OX13 6DB	Construction of timber framed carport structure	Planning Permission

19. Items for information only

20. Date of next meeting – To confirm that the next meeting of the Council will be on 2nd March 2021 at 7:30pm at the Wootton and Dry Sandford Community Centre or via Zoom subject to Government Guidelines. All items for the next agenda are to be submitted to the Clerk by Monday 22nd February 2021.

Chairman.....I Bristow.....

Date.....2nd March 2021.....