



**Minutes of the Meeting of
Wootton (Abingdon) Parish Council
on Tuesday 6th September 2022 at 7.30pm
in F1 of the Wootton and Dry Sandford Community Centre**

Councillors Present:

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

Councillors Absent:

Councillor Shaw

1. To receive apologies for absence

2. To receive any Declarations of Interest from Councillors relating to items on the Agenda

Members to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for dispensations that accord with the Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)

None

3. To receive reports from District and County Councillors

a. Bob Johnston –

- i. Lodge Hill Interchange near to being signed off. Planning application anticipated.
- ii. County Council now consulting on bus gates in Oxford including by Oxpens. CO2 levels above World Health Organisation limits, traffic congestion back up to pre-pandemic levels. Permits will be required to go into Oxford.
- iii. Cllr Johnston has been endeavouring to get financial support for the Wootton bus service.
- iv. Car Parking levy will be imposed on all employers with car parking spaces to pay for improved cycle infrastructure.
- v. New Park and Ride is planned for Eynsham.
- vi. Oxford Station will be closed for 3 months and the bridge will be re-built to improve the cycle provision.
- vii. Cabinet members Cllr Banton & Cllr Enright should be contacted on the Wootton Bus Service.

b. Cllr Val Shaw -

4. To facilitate public participation with regard to items on the agenda

- a. Issues with bus service, timetable only available online, frequently late, missing stops. (Printed timetable to be put on noticeboards)
- b. Time for meeting not in the newsletter.
- c. Request to increase the width of the footpath to the fence from Robinson Road to Werrells (Clerk to report on Fix My Street).

5. To confirm the Minutes of the previous meeting and any committee meetings held.

- a. The minutes of the Parish Land Committee on 5th June 2022 were approved subject to noting the absence of Cllr Brockliss and Cllr Bristow as Chair.
- b. The minutes of the meeting of 5th July 2022 were approved.

6. To receive updates on the action points from previous minutes which do not require further decision.

Minute Ref:	Description:	Status:
2022-2:7ci	Ditch to be dug out	Drayton Construction contacted. Will tie into road repair works. Done.

2022-06 9	Section 101 agreement for Grass Cutting	Revised figure of £700.58 not £3,211.42 as previously stated. Map showing areas is of poor quality/piecemeal. Areas not forming part of the urban cut are Old Boars Hill (from Middle Farm) and Fox Lane. WGM now cutting all urban areas including Matthew's Way, which previously had not been included due to lack of clarity on this. WGM charging £850 per cut for the "urban" areas.
2022-06 10	Purchase of Noticeboard	Delivery awaited.
2022-06 11	Purchase of bench	Awaiting costs from Art Project & decision of style of bench.
2022-06 14	Christmas Lights	Low & Oliver Electrical Contractors contacted to arrange.
2022-06 15	Bus Shelter for Sunningwell Turn Whitecross	Quotes sought; agreement of homeowner required prior to proceeding.

7. To receive updates in the following areas:

- a. Art Project – The Art Group
 - i. Bench is on order in black.
 - ii. Awaiting planning permission.
- b. Community Centre – Cllr Parker
 - i. Concerns about increasing energy prices etc.
 - ii. Management plan being developed.
 - iii. Newsletter costs have dramatically increased; the Parish Council has been asked to contribute towards the costs.
- c. Community Governance Review
 - i. The Officer is advising the Committee to change the Boundary and for Boars Hill to become part of Sunningwell Parish Council.
 - ii. Requesting a review of the cost implications to the Parish.
- d. Community Park ongoing items –
 - i. Benches – installation to be arranged
 - ii. installation of new swing seats – Cllr Werrell to fit.
 - iii. tightening of top bar on swings – awaiting the bolts to be tightened
- e. Installation of new bins – one at the Cricket Club and one on Berkley Road.
 - i. One installed at Cricket Club main gate. 2nd one – unable to install as neighbouring homeowner has planted laurels and irrigation system on highways land. Awaiting highways to resolve.
- f. Footpaths and Bridleways - Cllrs Shaw/Manning
 - i. The clearance of two paths were noted.
 - ii. Benson's style by Lamborough Hill is broken. Cllr Manning to log on Fix My Street.
 - iii. Access across the field on Lamborough Hill is difficult.
- g. Road Safety and Speeding – Cllr Foster
 - i. 20mph due to be brought in in early 2023
 - ii. Speed Indication Device battery needs changing.
 - iii. It was decided to leave the Speed Indication Devices in situ. The Clerk advised that the signs should be moved every six weeks.
 - iv. Parking on pavement by One-Stop is causing issues.
- h. Overhanging hedge on Whitecross has been requested – Cllr Manning

8. To Receive the RoSPA report on the Community Park and to determine actions required.

- a. No further actions required.
- b. Gaps/cracks in wood to be under 8mm
- c. Cllr Morgan & Clifton would like to attend a playground safety course.
- d. Zip-line maintenance was undertaken prior to the report.

9. Planning Applications

- a. To CONSIDER the response to the planning application for Poplar Corner ahead of the District Council Planning Committee Meeting
 - i. Cllr Bristow is due to speak at the meeting. The windows overlook the neighbouring property, parking issues, trees have been cut down, volume of traffic exiting onto the corner in the road.
- b. To CONSIDER the response to the planning application Peking University ahead of the District Council Planning Committee Meeting
 - i. Cllr Bristow is due to speak at the meeting. The Boars Hill Association have commissioned a report in response to the application which shall for the basis of the response.
- c. To AGREE a response to 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
P22/V1986/DIS	Wootton Business Park Besselsleigh Road Wootton Abingdon OX13 6FD	Discharge of conditions on application ref. P21/V0477/FUL - 3 - soft landscaping, 6 - surface water drainage, 7 - foul drainage, 9 - slab levels, 10 - trees, 11 - Construction Traffic Management Plan and 12 - Community Employment Plan The construction of an office building and associated refuse store, cycle store, plant enclosure and car parking and 58 residential units with car parking and associated landscaping across the site.	n/a
P22/V1979/HH	Little Fosters Youlbury Boars Hill Oxford OX1 5HD	Canopy and conservatory extension.	13/09/2022
P22/V1977/HH	Little Fosters Youlbury Boars Hill Oxford OX1 5HD	Part garage conversion and rear garage extension.	13/09/2022
P22/V1669/LB	Foxcombe Hall Boars Hill OX1 5HR	Lighting in board room and ante-room.	15/09/2022
P22/V1901/HH	187 Whitecross Wootton Abingdon OX13 6BW	Construct single-storey garden building 12m x 4m behind existing garage	30/08/2022
P22/V1675/HH	Cotswold House Lamborough Hill Wootton Abingdon OX13 6BY	Conversion of detached garage and construction of link corridor to existing house to extend and improve disabled facilities constructed under P99/V1153	30/08/2022
P22/V1662/LB	Youlbury House Whitebarn Boars Hill Oxford OX51 5HH	The construction of a lower ground floor side extension and outbuildings to Youlbury House (Additional information rec 30 Aug 2022 - ecological appraisal)	01/09/2022

P22/V1446/HH	Youlbury House Whitebarn Boars Hill Oxford OX1 5HH	Construction of a lower ground floor side extension and outbuildings (Additional information rec 30 Aug 2022 - ecological appraisal)	01/09/2022
P22/V1674/HH	Apple Croft Old Boars Hill Oxford OX1 5JQ	Two storey front extension. Insertion of 4no. pitch rooflights. Siberian Larch external timber cladding Replace windows with bi-folding doors. Extend existing link extension with new GRP roof over	03/08/2022
P22/V2071/HH	6 Hill View Lane Wootton Boars Hill OX1 5JT	Demolition of existing conservatory and creation of a single storey rear extension.	26/8/2022

d. To note Decisions of the Local Planning Authority

Reference	Location	Description	Comments/Decision
P22/V1674/HH	Apple Croft Old Boars Hill Oxford OX1 5JQ	Two storey front extension. Insertion of 4no. pitch rooflights. Siberian Larch external timber cladding Replace windows with bi-folding doors. Extend existing link extension with new GRP roof over	Withdrawn
P22/V1212/HH	157 Whitecross Wootton Abingdon OX13 6BP	Extend the height of the bungalow to form habitable accommodation at first floor level, all within the footprint of the existing property (as amended by plan received 25 July 2022)	Planning Permission
P22/V0485/HH	Old Bakery House 45 Wootton Village Boars Hill Oxford OX1 5HP	Convert residential store building into granny annexe / studio flat.	Planning Permission
P22/V1348/FUL	Poplar Corner Wootton Village Boars Hill Oxford OX1 5JL	Removal of existing dwelling house, and garage. Construction of development of two detached 3/4 bed dwellings with ancillary driveways; and parking areas.	Withdrawn
P22/V1335/FUL	Eidsvoll Bedwells Heath Boars Hill Oxford OX1 5JE	Variation of Conditions 2 (Approved Plans)& 3 (Car Parking) on planning application P21/V1889/FUL to replace approved drawings with re-submitted drawings in accordance with post-planning design amendments. Demolition of an existing 2 storey dwelling and associated outbuildings and the erection of a replacement 2 storey dwelling with detached garage, replacement outbuildings and associated landscaping works.	Planning Permission
P21/V0477/FUL	Wootton Business Park Wootton Abingdon OX13 6FD	The construction of an office building and associated refuse store, cycle store, plant enclosure and car parking and 58 residential units with car parking and associated landscaping across the site (As per amended plans received 20 August 2021 and 20 October 2021).	Planning Permission
P22/V0965/PDH	Little Fosters Youlbury Boars Hill Oxford OX1	Garage conversion, rear extension to garage, new canopy & conservatory.	Prior Appr. Not PD

	5HD	Width - 4m Height - 2.97m Height to eaves - 2.3m	
P22/V1036/HH	Oakline The Ridgeway Boars Hill Oxford OX1 5EZ	Proposed erection of an oak and timber framed garage/car port (Additional information received 14 June 2022).	Withdrawn
P21/V2446/FUL	Hunters Lodge Fox Lane Boars Hill Oxford OX1 5DS	Demolish existing garage and replace with a granny house comprising basement, ground floor and first floor. Creation of two car parking spaces (reduction in height and addition parking as shown in submitted drawings received 13 June 2022).	Planning Permission
P22/V0314/LB	Manor Farm 6 Wootton Village Boars Hill Oxford OX1 5JL	Replacement of 6 windows and one door and alterations to existing roof over single storey extension to enable installation of insulation (as amplified by additional information received 30 March 2022 and 27 April 2022 and amended plans received 13 June 2022 omitting the replacement of two metal windows).	Listed Building Consent
P22/V0313/HH	Manor Farm 6 Wootton Village Boars Hill Oxford OX1 5JL	Replacement of 6 windows and one door and alterations to existing roof over single storey extension to enable installation of insulation (as amplified by additional information received 30 March 2022 and 27 April 2022 and amended plans received 13 June 2022 omitting the replacement of two metal windows).	Planning Permission

10. To AGREE collaboration with St Helen's Without Parish Council with a speed watch group and appoint a volunteer to undertake this.

- i. Community Speedwatch train a group to use a speedgun.
- ii. Cllr Clifton & Cllr Foster volunteered to join the group.
- iii. Clerk to provide details of this to Cllr Bahu.

11. To AGREE to adopt the updated Code of Conduct

- a. It was RESOLVED to adopt the Code of Conduct.

12. To AGREE to sign up to the Civility and Respect Pledge

- a. It was RESOLVED to adopt the Civility and Respect Pledge

13. To AGREE the renewal of the SLCC Membership at £117 (full price £234 shared with East Hanney Parish Council)

- a. It was RESOLVED to approve the renewal of the SLCC membership.

14. Consider training

- a. To AGREE the Clerk's attendance at the SLCC National Conference (cost to be shared with East Hanney Parish Council)

It was RESOLVED to pay for the Clerk's attendance at the Course.

15. To AGREE to reschedule the November meeting to 8th November 2022 (subject to above being approved)

It was RESOLVED to reschedule the meeting to 8th November 2022.

16. To CONSIDER making a specific grant to the Community Centre to keep a room open 1 or 2 days a week in November, December and January for people in the local community who might welcome somewhere warm to stay during the daytime. (Cllr Brockliss)

- a. It was AGREED to agree the idea in principle and for the Finance and General Purposes Committee to agree the details.
- b. Cllr Brockliss to identify volunteers to be in attendance.

17. To NOTE the change of bus service through Wootton.

- a. The change of service was noted
- b. The Clerk was asked to print out timetables for storage in the Community Centre.

18. Finance & Governance

- a. To AGREE to the re-appointment of Jane Olds as Internal Auditor for 2022-23.
 - i. It was RESOLVED to reappoint Jane Olds as Internal Auditor.
- b. To consider and approve invoices for payment and to review payments made since the last meeting as itemised on the Payment Schedule
 - i. It was RESOLVED to approve the invoices as follows:

Ref no	Details	Payment Total
P492	Black Country Metalworks Bench	£ 640.01
P493	Artisan Outdoor Banner	£ 66.00
P494	Staff Salaries	£ 1,082.83
P494/1	Staff Salaries - underpaid July	£ 29.81
P495	LGPS - Pension Costs	£ 333.36
P496	WGM - Highways Verges	£ 396.00
P497	Clerk's Expenses	£ 100.14
P498	ST Grounds Maintenance	£ 128.75
P499	Biffa Waste Collection	£ 77.62
P500	O2 Telephone	£ 14.94
P501	SSE Cricket Club Electricity	£ 315.84
P502	Staff Salaries	£ 1,112.64
P503	LGPS - Pension Costs	£ 333.36
P504	O2 Telephone	£ 14.94
P505	Glasdon Eco rest benches	£ 1,424.27
P506	RoSPA Annual Inspection	£ 96.60
P507	Drayton Construction - Ditch Clearance	£ 1,189.03
P508	Clerk's Expenses	£ 102.39
P509	WGM - Highways Verges	£ 396.00
P510	Noticeboard Yearly Rent	£ 6.00
P511	Ian Bristow - Facebook advertising	£ 99.98
P512	Printing of Flyers	£ 4.80
P513	Art Project Planning Application	£ 263.20
P514	WGM - Highways Verges	£ 850.00
P515	ST Grounds Maintenance	£ 86.52
P516	Biffa Waste Collection	£ 99.42

- c. To note any receipts
 - i. None
- d. To consider any grant applications received
 - i. Clean Slate – Support for Mental Health - £150 – It was RESOLEVD to donate £150.
 - ii. My Vision, Oxford (was Oxfordshire Association for the Blind) – It was RESOLVED to donate £200
 - iii. Community Centre Newsletter - £1500.
- e. To AGREE to receive the CIL monies due to the Parish from the Vale of White Horse District Council.

It was AGREED to receive the CIL monies due to the Parish.
- f. To AGREE not to opt out of the SAAA central external auditor appointment arrangements
It was RESOLEVD to use the SAAA Central External Auditor.

19. To review and note communications received and to consider any responses if required.

- a. Sandy Lane/Youlbury speeding – 20mph due to be installed in Wootton Village in early 2023.
- b. Allotment Request – Clerk to respond that no land is available for this.

20. Items for information/next agenda only

- a. Issues with Taxis on Lamborough Hill have re-appeared.

21. Date of next meeting – To confirm that the next meeting of the Council will be on 4th October 2022 at 7:30pm in F1 of Wootton and Dry Sandford Community Centre.

All items for the next agenda to be submitted to the Clerk by Monday 26th September 2022.

Meeting Closed at 21:43



Chairman.....

Date.....