



WOOTTON PARISH COUNCIL

Councillors: You are hereby summoned to attend a meeting of the Parish Council to be held
on Tuesday 16th May 2023 at 7.30pm
in F1 of the Wootton and Dry Sandford Community Centre
 for the purpose of transacting the following business.

Members of the Public and press are welcome to attend and may make representations under item 6 of the agenda. Anyone wishing to address the Council will be given three minutes to do so (up to a total time limit for public participation of 20 minutes). They may then observe the rest of the meeting (other than items which, for legal reasons may have to be held 'in camera') but will not be able to speak other than at the express request of the Chair.

W Bates

Clerk, Wootton (Abingdon) Parish Council, 10th May 2023

1. Election of Chair.
 - a. To elect the Chairman for the forthcoming year
 - b. The Chairman to sign the Declaration of Office Form
2. Election of Vice Chairman
 - a. To elect the Vice Chairman for the forthcoming year
3. To receive apologies for absence
4. 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)
5. To receive reports from District and County Councillors
6. To facilitate public participation with regard to items on the agenda
7. To confirm the Minutes of the previous meeting and any committee meetings held.
8. To approve the Terms of Reference for the following Committees and to appoint members to Committees including the election of a Chair.
 - a. Parish Land Committee
 - b. Finance and General Purposes Committee
 - c. Planning Committee
9. to appoint members to Committees including the election of a Chair.

Committee	Min no*	Chair	Members (22-23)
Parish Land Committee	4	Morgan	Bristow Clifton Parker
Finance and General Purposes Committee	4	Bristow	Brockliss Foster Morgan Werrell
Planning Committee	4	Bristow	Brockliss Manning Pethick Werrell

10. To agree individual Councillor Responsibilities.

	2022-23
i. Community Centre Liaison	CLlr Parker
ii. Community Park Overview	CLlrs Morgan & Clifton
iii. Cricket Club Liaison	CLlr Parker

iv. Defibrillators – checking & reporting	Clr Manning
v. Transport – busses & bus stops	Clr Pethick
vi. Emergency Planning	Clr Brockliss
vii.Highways - including SID signs & verges	Clr Foster
viii. Road Crossing – Home Close	Clr Manning/Morgan
ix. Footpaths	Clr Shaw
x. Bridleways	Clr Manning
xi. Neighbourhood Plan	Clr Brockliss
xii.Website	Clr Bristow
xiii. Christmas Lights	Clr Werrell/Parker
xiv. Biodiversity & Climate	Clr Bristow

11. Governance

- a. General Power of Competence
 - i. To agree that the Parish Council meets the criteria
 - ii. To agree to adopt the General Power of Competence

12. Finance and administration

- a. To review and approve the Asset Register
- b. To review and approve the Risk Assessment
- c. To note the insurance renewal at £1,340.35 which is in year 3 of a 3-year agreement.
- d. 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	Method
P620	Biffa - Cricket Club Bin emptying	£ 43.45	BACS
P621	Platinum Builders Bench installation	£ 2,460.00	BACS
P622	ST Grounds Maintenance	£ 128.75	BACS
P623	Diana Bell - Art Project	£ 275.00	BACS
P624	Wenn Townsend Payroll	£ 552.00	BACS
P625	WGM - Park & Village Green Maintenance	£ 370.00	BACS
P626	HMRC PAYE/NI	£ 194.99	BACS
P627	CHT - Annual Support Agreement	£ 198.00	BACS
P628	Land Registry Search-Home Close	£ 6.00	BACS
P629	Land Registry Search-Home Close	£ 6.00	BACS
P630	Land Registry Search-Home Close	£ 6.00	BACS
P631	Majestic Wines - APM	£ 73.86	CARD
P632	Aldi - Orange Juice	£ 5.10	CARD
P633	Aldi - Pizza	£ 28.49	CARD
P634	Clerk's Expenses Mar-Apr	£ 206.13	BACS
P635	Salaries	£ 1,159.59	SO
P636	Pension	£ 352.46	SO
P637	Jane Olds - Internal Audit	£ 300.00	BACS
P638	BHIB Insurance Renewal	£ 1,340.35	BACS
P639	O2 Telephone	£ 11.73	DD
P640	Biffa - Cricket Club Bin emptying	£ 43.18	BACS
P641	Everflow - Cricket Pavillion Water	£ 47.26	DD
P642	O2 Telephone	£ 11.73	DD
P643	Everflow - Cricket Pavillion Water	£ 42.85	DD
P644	Amazon - folder for accounts	£ 10.58	Card

e. To note any receipts

Receipt Date	Details	Amount
06/04/2023	VWHDC - Precept 1st Half	£ 32,000.00
28/04/2023	VWHDC - CIL	£ 11,645.08

f. To consider any grant applications received

13. To discuss use of the Village Green

14. To consider the re-installation of the Art Project bench.

15. To note the withdrawal of WGM from the verge cutting contract and to consider the appointment of a new contractor.
16. To receive updates on the action points from previous minutes which do not require further decision.

Minute Ref:	Description:	Status:
2022-06 10	Purchase of Noticeboard	Installed but plaque not delivered. Company have promised to deliver original plaque and Coronation plaque FOC.
2022-06 11	Purchase of bench	Awaiting costs from Art Project & decision of style of bench. ON HOLD.
2022-07 PLC7	Wilding in Community Park	Signs to be installed (details required), school involvement (Cllr Morgan)
2022-12 F&GP 3bii	Purchase of two benches for Community Centre Field	Delivered. Awaiting installation.
2023-02 12	Register Bystander as Asset of Community Value	Evidence of need required – suggestions requested.
2023-03 9	New Solar Panel & Batteries for SID	Awaiting installation
2023-03 10	Telephone Box Library	Cllr Pethick to contact resident
2023-03 12	Litter Picking Review	Additional information to be supplied to contractor. Awaiting response.

17. To receive updates in the following areas:
- Footpaths and Bridleways - Cllrs Shaw/Manning
 - Road Safety and Speeding – Cllr Foster
 - Art Project – The Art Group
 - Community Park - Cllrs Morgan/Clifton
 - Community Centre
 - General Update – Cllr Parker
 - Energy Costs Update
 - Defibrillators
 - Neighbourhood Plan – Cllr Brockliss
 - Christmas Tree Lights – Cllrs Werrell/Parker
 - Home Close Road Crossing – Cllrs Manning/Morgan
 - Bus Service

18. Planning Applications

- 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
P23/V0380 /LDP	The Garden House Lincombe Lane Boars Hill Oxford OX1 5DU	Demolish current summer house and replace with new summer house	Lawful Development
P23/V1093 /HH	39 Wootton Village Boars Hill Oxford OX1 5HP	Proposed driveway / dropped kerb.	01/06/2023

b. To note Decisions of the Local Planning Authority

Reference	Location	Description	Comments/ Decision
P23/V0535 /LDP	Cedar House Sandy Lane Boars Hill Oxford OX1 5HN	Erection of a single storey side extension to provide a family room; Erection of a single storey outbuilding (for use as a home office) and new pool house.	Certificate of Lawful Use or Development
P22/V2967 /HH	Holly Tree House Jam Way Boars Hill Oxford OX1 5JF	Demolition of the 'gym' building. Construction of a 'pool' building as an extension to the existing detached garage. Conversion of garage into	Planning Permission

		'children's play room'. Construction of an associated 'plant' & 'changing' rooms on the east side of the building.(as amplified by drainage information received 22 February 2023 and as amended by plan received 28 March 2023 and amended description agreed 30 March 2023).	
P22/V2316 /HH	Oak Trees Sandy Lane Boars Hill Oxford OX1 5HN	Single storey annexe in the grounds of main house	Withdrawn
P23/V0224 /HH	Mahana Lincombe Lane Boars Hill Oxford OX1 5DX	Rear, side and front extension, external insulation, render and garden wall to the front. (As amended and amplified by revised elevation and visibility sprints rec 29 March 2023).	Planning Permission
P23/V0303 /HH	53 Mathews Way Wootton Abingdon Oxfordshire OX13 6JU	Rear single storey extension	Planning Permission
P23/V0263 /FUL	Wootton & Dry Sandford Community Centre Lamborough Hill Wootton OX13 6DQ	Installation of two rapid electric vehicle charging stations within the car park	Planning Permission

- 19.** To review and note communications received and to consider any responses if required.
- 20.** Items for information only
- 21.** Date of next meeting – To confirm that the next meeting of the Council will be on 7th June 2023 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 Wednesday 25th May 2023.