

WOODCOTE PARISH COUNCIL

MINUTES of the Parish Council meeting held in the Function Room, Village Hall, Woodcote
Wednesday 15th March 2017 7.30pm.

PRESENT

Chairman	Mr. R. Peirce
Vice Chair	Dr. G. Botting
	Mrs S. McGurk
	Mr. B. Williams
	Mr. M. Smith
	Mr. D. Booth
	Dr. P. Sudbury

Parish Clerk Mrs J Lillywhite

1. To receive apologies for absence.
Mrs. D. Hadaway, Mr. A. Crockett

2. To Receive declarations of interest.
None.

3. **Public Forum:** Opportunity for members of the public to address the Council, the public may also speak about specific items of business as they arise, with the permission of the Chairman.

Kevin Bulmer from OCC.

4. To approve Minutes of the Parish Council Meeting held on 15th February 2017.
MS asked to remove the line about the Road Safety Audit going out to tender. This will be performed by Glanville Consultants.
Otherwise approved as true record.

5. Matters arising from those Minutes not on the agenda elsewhere.
None.

6. Planning Applications

P17/S0774/HH 68 Whitehouse Road Woodcote RG8 0SA : Demolition of existing garage and replacing it with a larger single bay garage further down the garden.

Councillors AC and PS assigned to review. Approval recommended.

P17/S0370/HH 62 Wayside Green Woodcote RG8 0QJ : Front and rear extension.

MS to reconfirm objections. Refusal recommended. JL to send response.

6.1 Applications Granted by SODC:

None reviewed.

6.2 Applications Refused by SODC

None reviewed.

6.3 Other Planning Matters

P16/S3646/FUL Chambers Place : demolition of barns and stables and erection of two dwellings

GB to respond restating objections and recommendation to refuse. It was agreed that should this application be approved, the Parish Council would contest it with District Councillors.

P17/S0074/HH Maseys Pightle : garage outbuilding with four parking bays

GB assigned to review this. They have reduced the size of the initial plans and it was recommended that this application be approved with the condition attached that it remains as a garage, with no permitted development rights.

P16/S4087/HH 5 Wood Lane : Amended garage design

Approval recommended. JL to respond.

P17/S0870/HH 48 Whitehouse Road : rear extension

SM assigned to review. JL to request extension of deadline so that April PC meeting can be held before responding.

7. Better Oxfordshire Proposal

Kevin Bulmer, County Councillor, stated that the proposal for the Unitary Council has been voted in at local level and has been put forward to Government to vote upon. It will mean that there are more boards for making decisions at local level and efficiency savings.

Kevin Bulmer was asked for his, and OCC's (Keith Stenning) support, for progressing the Pedestrian Crossing. The process is taking much longer than expected and it is frustrating that the Council have not got their procedures in place for Parishes to manage their own construction projects. MS to draft letter to David Nimmo-Smith and John Howell to request a meeting. JL to send by email and post.

8. Finance To approve payments, note receipts.

Recipient	Item	Amount
Village Hall Management Committee	Reimbursement of cash paid to Premier Heating whilst Clerk was rushed to hospital	£3652.80
Premier Heating	Replacement of fan in Function Room boiler	£308.18
Jo Lillywhite	Clerk Salary	£525.00
K Smallbone	Attending War Memorial	£30.00
Geoff Botting	Purchase of display boards to present WNHP2 survey results (charge to WNHP2)	£15.58
ARD Playgrounds	Woodcote Play Area repairs	£699.60
Oxfordshire Playing Fields Association	Annual Membership	£50.00
Oxfordshire County Council	Street lighting design for the pedestrian crossing	£480

The above payments were approved. However, JL to look for payment to OPFA last year, to ensure PC does not pay twice in one financial year

8.1 Quotations/Grants received for review/approval.

none

9. Other Committee Reports

Village Hall Management Committee (DB)

The hall will have made a profit this year.

The architect who is redesigning the hall will be asked to price the project so that grants can be applied for.

Hallmaster Village Hall Booking System has been approved as being the right software for managing bookings and invoicing hirers.

The accounts for the village hall will be managed by the Village Hall Manager/Parish Clerk using the Parish accounting system. A separate company will be set up within the accounting system under the existing licence to keep the accounts separate. This approach was approved by the Parish Council.

It has been agreed that the operating costs for the Village Hall should be covered by revenue income. Any grants from, for example, the Rally or Festival, should be reserved for development of the Hall.

Bins

SM to send photos of locations for additional bins to JL.

Neighbourhood Planning Group (GB)

GB reported that the due diligence around applying for the £2880 grant has gone well. He is still pursuing whether an additional £10k from SODC will be available.

Youth Centre (BW)

BW reported that attendance of the Youth Club has gone up significantly. Due to the high demand on Tuesday night, and the need to have an increased number of adults to supervise proceedings, current operating patterns (how many nights etc.) will be kept under review.

There are more volunteers in place, with two employees of the Coop being paid to attend as Youth Workers. BW congratulated everyone involved.

10. Other Matters for Chairman

Parish Clerk

The PC thanked JL for her continuing work as Parish Clerk. RP reported that Jenny Welham could return to light duties next week and concentrate on producing the Year End accounts. JL to perform the other Clerk duties.

Hallmaster

The Village Hall accounts won't be uploaded into the Parish accounting system until June. There will need to be a period of training in the new system before it goes live. GB stated that there needs to be a concerted effort to drive up the number of bookings of the Village Hall with improved marketing. It was suggested that better photos and marketing material be produced before the Hallmaster system goes live, as photos can be uploaded onto it.

11. Correspondence

Letter from resident regarding overgrown tree in Wayside Green. JL to request OCC chop it down. Also, there was a request to hold a BBQ on public land in Wayside Green. This was declined by the PC due to the location being a public right of way and out of respect to other residents.

Castle Water are taking over the billing from Thames Water for the Allotment accounts. No action required.

13. To note date of the next PC meeting: Parish Council Meeting Wednesday 2nd April 2017. Meeting closed at 10pm

Signed *Date.....*