

WOODCOTE PARISH COUNCIL

MINUTES of the Annual Parish Council meeting held in the Function Room, Village Hall, Woodcote Wednesday 16th May 2018 at 7.30pm.

PRESENT

Chairman	Mr. R. Peirce
Vice Chair	Dr. G. Botting
	Mr. A. Crockett
	Mr. M. Smith
	Mr. B. Williams
	Dr. P. Sudbury
	Ms J. Farmer
	Mrs. S. McGurk
	Mr. D. Booth
Parish Clerk	Ms. Jenny Welham

1. Elect Chairman

The meeting opened and Cllr. Botting proposed Robin Peirce as Chairman, seconded by Cllr. Williams, Robin Peirce agreed to stand as Chairman and was elected.

The Chairman nominated Cllr. Botting to Vice Chairman, seconded by Cllr. Smith, Cllr. Botting was elected to Vice Chairman.

2. To receive apologies for absence
None.

3. To receive Declarations of Interest
Cllr. Crockett re planning application P18/S0430/O.

4. 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.
None present.

5. To approve Minutes of the Parish Council Meeting held on 2nd May 2018.
Approved as a true record.

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

7. Planning Applications

P18/S0430/O (Outline) Minor Amendment : No. 1 - dated 25th April 2018
Proposal : Outline application for demolition of existing buildings and erection of single dwelling and provision of new access onto Bridle Path with appearance and landscaping reserved (driveway and access width revised as shown on amended plan received 25th April 2018). Address : 14 Bridle Path Woodcote RG8 0SE.

The Parish Council have no objections to this amendment, the access driveway has now been altered to reduce the width.

P18/S1429/HH (Householder) : Other Proposal: Demolition of north side and wing of the main house (excluded from previous application - now consented) and the re-construction of the building to include Drawing room and Master suite. Address: Langtree House Red Lane Woodcote RG8 0PA.

The Parish Council have no objections

7.1 Applications Granted by SODC:

P18/S0525/FUL demolition of garage, erection of two bed detached bungalow and double garage, renewal of ref P14/S4097/FUL.

Site Location : Hidden Glade 63 Whitehouse Road Woodcote RG8 0SA

7.2 Applications Refused by SODC

None.

7.3 Other Planning Matters

Cllr. Smith requested if the recent outline planning application for the field between South Stoke Road and Behoes Lane should be communicated to the residents advising them which PC meeting it will be discussed. All agreed that a flyer should be produced and distributed to all households within the village.

Cllr. Crockett raised the point that one of the semi detached properties in Greenmore formerly Casa Mia site was sold. However, the agreed changes to the front area to include a parking space had not been carried out by the developer. Clerk to inform Planning Enforcement at SODC.

8.GDPR – Appoint DPO.

The Clerk had researched with the help of OALC, companies that provide services as Data Protection Officers. The Company who currently offer services to Wallingford Town Council and several other parishes GDPR-info had sent in their terms and what they cover under their service. These are

Data Audit

Systems Check

Website Check

Policy Provision

Data Protection Impact Assessment

Subject Access Requests

Data Breach Reporting

A named Data Protection Office.

The annual cost for this service being £500.00. The PC agreed to engage their services for one year to assist the Clerk with the GDPR process. Agreement signed by the Chairman and the Clerk.

9. Finance

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
	Our Woodcote			PC annual
07/05/2018	Library	760	£1,862.00	payment
08/05/2018	HMRC	SO	£253.20	Contributions
17/05/2018	Berinsfield	Transfer	£1,306.27	Grass cutting April
20/05/2018	K. Smallbone	761	£30.00	War Mem Garden may
28/05/2018	J. Welham	SO	£820.90	May Salary
28/05/2018	L Crockett	SO	£200.00	Litter picking May
			£4,472.37	

APPROVED

Noted receipts from SODC CIL payment from Casa Mia development £3,318.75

9.1 Quotations/Grants received for review/approval.

Quote for £35.00 to provide a cup as a prize at the Summer Fete.

PC agreed to this quote.

10. Reports from Other Village Groups

Village Hall MC – Cllr Booth updated, a donation for the VH had been received for £5,500 from a resident who wishes to remain anonymous. The funds will be used towards improvements and refurbishments. HMRC had granted gift aid on the donation increasing the amount by a further 25% The SODC Lottery that the VH joined is running well and current income from this will be approximately £1500 per annum.

Neighbourhood Plan Advisory Group- News still awaited from SODC on their Local Plan. The Group cannot proceed until final details from SODC on their Local Plan are received.

Village Green – Play wall on Folly Field, positioning has been reviewed regarding impact on neighbouring properties.

The PC support this initiative provided that the VGC communicate to all properties in the neighbouring area of Folly Field.

Traffic Group – A reply has been sent to Ian Hudspeth Leader of OCC regarding the Zebra Crossing letter the PC had received, their response is awaited.

Youth Club – are preparing to restart the Monday night club, details awaited.

11. Other Matters for Chairman

Cllr. Sudbury referred to several residents hedges on Whitehouse road that overhang the pavement making it necessary in some cases to step into the road. He asked if the PC had power to write to the residents. The Chairman and Clerk explained that this is a matter for OCC and the Clerk will advise OCC and request that they write to the residents concerned. The Chairman added another residence where the hedge needed cutting back.

Cllr. Sudbury requested that the hedge cutting in the village carried out annually should only include one side each year to leave food for birds. The PC agreed this was reasonable.

Cllr. Botting raised the question of the PC communication following the discussions at the Annual Parish Meeting on Tuesday 15th May. He proposed some ways the PC can be more pro active with their approach and that something should be issued monthly using whichever medium is available.

The Chairman proposed that Communication should be a regular standing agenda item for every PC meeting. The PC agreed to these matters.

12. Correspondence

None.

Cllr. Williams requested details of the letter sent to The Chairman from Pro Vision. Clerk to circulate to the PC.

13. To note date of the next Parish Council Meeting Wednesday 6th June 2018.

Meeting closed at 9.15pm

Signed Date.....