

# W2WOODCOTE PARISH COUNCIL

**MINUTES** of the Parish Council meeting held in the Function Room, Village Hall, Woodcote  
Wednesday 19<sup>th</sup> July 2017 7.30pm.

## **PRESENT**

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

1. To receive apologies for absence. – None.

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.  
None present.

4. To approve Minutes of the Annual Parish Council Meeting held on 5<sup>th</sup> July 2017.  
Approved as true record.

5. Matters arising from those Minutes not on the agenda elsewhere.

The Clerk raised the point regarding reporting of damaged pavements from the last meeting and advised that despite trying to go direct to the Area Steward at OCC Highways he had replied stating please use Fix My Street. The action is for any such problems, would councillors please report on Fix My Street Oxfordshire and the Clerk will also report on Fix my Street on behalf of the Parish Council.

## **6. Planning Applications**

P17/S1855/HH Amendment No. 1 - dated 27<sup>th</sup> June 2017 Proposal : Proposed additions to the rear and side elevations of the house: reconstruction of the garage annex, extension of the rear of the house and external seating area (revised plans received 27<sup>th</sup> June 2017, amending the design of the extensions and omitting swimming pool enclosure). Address : Eastfield House Pot Kiln Lane Goring Heath RG8 7SR.

This amendment had made improvements to the original, the swimming pool roof was removed, flat roof areas had been replaced with pitched. However, the amended plans still included the garage with flat above. Cllr. Smith checked on SODC Planning website and a further set of amended plans had been submitted that showed the garage now removed completely. The PC felt that the amendments had improved the proposed development. However, SODC had granted approval on 18<sup>th</sup> July.

Clerk to write to SODC Planning asking why this had happened before the PC had commented on the amendment.

P17/S1051/FUL Amendment No. 1 - dated 29th June 2017 Proposal : Erection of side and front extensions to existing store, relocation of plant within new enclosure, installation of new external chiller and realignment of parking spaces to include two additional spaces (parking spaces revised to meet adopted dimensions and covered cycle parking provided as shown on amended plans and servicing management plan received 29th June 2017) Address : Co-op Store 2 Bridle Path Woodcote RG8 0SE.

The PC reviewed the changes and noted that there will be 13 parking spaces to the front, one less than originally but OCC Highways had reviewed this and the original spaces were not regulation width. Six spaces will have collapsible bollards, these will be raised to prevent parking when a delivery lorry is due, as the lorry will park across the six spaces. This was required by SODC.

The grass area to the side that is part Co-op Stores ownership and part OCC, the Co-op section had been left as grass, the PC felt that this should be paved as during the winter the area to the front of the bench became muddy and held water. Also the PC currently maintain the entire grass area, they will only maintain the OCC section if this development goes ahead and the Co-op will need to maintain their grass if it not replaced by hardstanding.

The Co-op's Service Management Plan will address the times for the delivery lorries to reduce parking problems, which are shown now as smaller rigid lorries not the larger articulated lorries.

#### **6.1 Applications Granted by SODC:**

P16/S3646/FUL Proposed demolition of existing barns and stables and erection of two detached dwelling houses with associated parking and amenity space provision (access improvements shown on revised site plan received 16 December 2016; additional structural report received 6 March 2017; reduction in scale of proposed dwellings shown on submitted plans accompanying agent's email dated 28th April 2017.) Chambers Place Goring Road Goring Heath RG8 7SJ.

P17/S1837/HH Loft conversion consisting of three flat roof dormers to rear elevation and conservation style roof lights to front elevation. (As per amended plans received 15 June 2017) Site Location : 6 Oakdene Woodcote RG8 0RQ.

#### **6.2 Applications Refused by SODC**

P16/S3371/FUL APPEAL AGAINST refusal decision. Site Address : New Dormer Bungalow The Conifers Beech Lane Woodcote RG8 0PY.

Description of development: Erection of garage (Amended plans received 2016\_02\_14 to provide clarity to proposal). Appellants name : Mr & Mrs Nicholas Sanders Appeal reference : APP/Q3115/W/17/3175868 Appeal start date: 4th July 2017

The Council agreed with the refusal and asked the Clerk to write a letter to the Inspectorate advising that Woodcote PC Support the reasons for refusal by SODC Planning.

#### **6.3 Other Planning Matters**

Cllr. Crockett, reported that 54 Whitehouse Rd the property with the access to the rear garden from Bridlepath that had recently installed a dropped kerb (with correct license) that a large wooden structure is being built in the rear garden. He questioned if Planning was required.

Clerk to report to SODC Planning to check.

#### **7. Finance**

To approve payments, note receipts.

Date Paid	Payee Name	Ref	Amount/transaction detail
19/07/2017	K. Smallbone	676	£30.00 Ware Memorial Garden July
19/07/2017	Berinsfield Community Business	677	£1,018.80 June Grass cutting
19/07/2017	ARD Playgrounds	678	£720.00 Repair yellow wetpour

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28/07/2017	J. Welham	SO	£813.14 July Salary
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**Total Payments £2,781.94 Approved.**

**7.1 Quotations/Grants** received for review/approval.

Quotation from Blandy & Blandy for legal work on Memorandums of Understanding and the Status of the Village Green. This work would be for the NHP Two.

It was agreed that there are 3 distinct areas that need examination. The MOU's should be delayed until the NHP 2 group have identified the designated sites and processed the suitability criteria.

MOU's with SODC also to be delayed until the NHP Group have checked the sites.

The status of the Village Green legally, i.e. Town and Village Green and the legal rights needs to be clarified.

Clerk to request Blandy & Blandy to raise an estimate for this section of work and present at the next meeting. It was also agreed that Blandy & Blandy should be given a top budget to work to rather than open ended estimates.

Cllr. Botting advised that the NHP can obtain a further Locality Grant of approximately £6K.

Quotation from Premier Heating solutions for two new Boilers for the Village Hall.  
£4123.80 including the VAT.

Cllr. Sudbury with Cllr. Booth had looked at a sustainable solution with Oxford Renewables, this quotation was much higher. Cllr. Booth explained that currently the heating systems are split into two for the different parts of the building and that part of the work for the refurb was to have one system for the entire building to include sustainable options such as solar panels, etc. The Oxford Renewables solution would still require a gas boiler.

It was agreed to go ahead with this as the work would need to be carried out before the winter and preferably during the School Summer Holiday break so there is minimum disruption.

**8. Budget 2017/18** – Review annual budget

The Clerk had circulated the Budget report on Monday 17<sup>th</sup> July to Councillors.

No issues, the budget is on track. The Clerk had created one new coding to show Playground Maintenance separately rather than include it under the overall heading of Village Maintenance.

This will allow for more accurate budget figure to be allocated in future.

Cllr. Botting remarked that there has been CIL money received and that at some point the PC need to plan the process and projects for spending the CIL.

Cllr Botting and Cllr. Williams will draw up some detail and categories where CIL can be spend. Cllr. Smith will create a forecast for CIL. The detail to be presented at a PC meeting.

Village Hall MC – No new report.

Village Green Committee – No new report

Traffic Advisory Group – Awaiting result from the OCC Cabinet meeting on 20<sup>th</sup> July.

Neighbourhood Planning Group – No new meeting until after Summer Break.

Cllr. Botting advised that Woodcote Neighbourhood Plan had been mentioned in Parliament.

Police – Cllr. Williams reported that our PCSO Josh has been recruited and is now a Traffic Policeman. However we will be getting PCSO Mark Bell back for Woodcote. He will need somewhere to keep his bicycle. The PC agreed that he should contact the Clerk and somewhere in the Village Hall could be found. This will be beneficial as Mark will be coming at various shift times including evenings to collect it and it will be good that a police presence is seen around the VH as it has been subject to various acts of vandalism.

### **9. Other Matters for Chairman**

Cllr. McGurk thanked Cllr. Crockett for his work on the Rally Committee for the great Woodcote Rally this year. All agreed.

Cllr. McGurk was also concerned that the PC did not have a clear communication strategy, and the recent cycle race on Sunday 16<sup>th</sup> July had caused a lot of bad feeling amongst some residents that they had not been informed despite the PC using the Correspondent and website with notification. She felt that the PC needed more mechanisms such to get the information out to a wider demographic of residents in the village, and should use media such as Twitter, Instagram etc. etc.

Cllr. McGurk offered to take on this role and be the focal point for PC communication, she agreed to do this provided that other Councillors did not duplicate. This was agreed.

Cllr. Crockett advised that the No Smoking Sign in the bus stop does not have the correct legal wording on it, Clerk to arrange purchase a new sign.

The Clerk had circulated an email from a resident of Lackmore gardens about a hedge overgrowing onto the pavement, photos attached. The Clerk had reported this on Fix My Street. However it appears that the hedge belongs to Langtree School as the side that faces their field has been cut. Clerk to write to Langtree.

### **10. Correspondence**

None.

**11. To note date of the next PC meeting: Parish Council Meeting Wednesday 2<sup>nd</sup> August 2017.**

*Meeting closed at 9.50 pm*

*Signed ..... Date.....*