

WOODCOTE PARISH COUNCIL

MINUTES of the Parish Council meeting held in the Function Room, Village Hall, Woodcote
Wednesday 19th September 2018 at 7.30pm.

PRESENT

Chairman	Mr. R. Peirce
Vice Chair	Dr. G. Botting
	Mr. A. Crockett
	Mr. M. Smith
	Mr. B. Williams
	Mrs. S. McGurk (<i>arrived at 20.05</i>)
	Mrs. J. Farmer (<i>arrived at 20.20</i>)
Parish Clerk	Ms. Jenny Welham

1. To receive apologies for absence
Mr. D. Booth Dr. P. Sudbury.

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.
One member of the public present, to observe, left at 19.56.

4. To approve Minutes of the Parish Council Meeting held on 5th September 2018.
Approved as a true record.

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

6. Planning Applications

P18/S2940/Ful Variation of condition 2 (approved plans) of Planning Permission P16/S3646/FUL. 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 16/12/2016. Additional structural report received 6/3/2017, reduction in scale of proposed dwellings shown on submitted plans accompanying agent email dated 28/4/2017. Address. Chambers Place Goring Road, Woodcote RG8 7SJ.

The PC had objected to the original application but SODC decision was to approve it. The Chairman felt that the original objections about the site being under consideration for the NHP2 should be reaffirmed and that any development of the site is premature and also poor use of the land. The PC agreed, Cllr. Smith to draft reply and send to the Clerk.

P18/S2710/FUL (Full Application) Minor Amendment : No. 1 - dated 6th September 2018 Proposal : Variation of condition 1 (approved plans) - to application ref P17/S1690/RM. (Reserved Matters application following Outline Approval P15/S3449/O) to introduce a balcony and make changes to rooflights, solar and PV panels.(revised plans for House 1 received 6th September 2018, with the amendments detailed within the agent's accompanying email). Address : Red Lane Bungalow Red Lane Woodcote RG8 0PD

The PC have no objections.

P18/S2872/HH (Householder) Other Proposal: Two storey side extension
Address: Ambleside Greenmore Woodcote RG8 0RG.

The PC have no objections.

6.1 Applications Granted by SODC:

None.

6.2 Applications Refused by SODC

None.

6.3 Other Planning Matters

Cllr. Botting reported that the Housing needs analysis group for the NHP2 had restarted and that the NHP2 Site evaluation group will restart with a meeting on 28th September.

The first thing they will review is the sites and review any changes, which will be a prelude to contacting the landowners.

CIL A draft CIL procedure has been circulated (JW/BW on 18/09) and comments are asked for prior to discussion at the PC meeting on 03/10.

A policy statement is awaited from SODC/OCC regarding how they will manage their retained share (75%) of CIL revenues.

7. Finance

Woodcote Parish Council

List of Payments made between 06/09/2018 and 30/09/2018

Date Paid	Payee Name	Reference	Amount	Transaction Detail
07/09/2018	ABA Construction Ltd	789	£163.80	Replace swing seat & chains
10/09/2018	Swift Office Stuff Ltd	790	£35.28	Stationery
17/09/2018	Fenland Leisure Products Ltd	792	£2,220.00	Target Wall
18/09/2018	Woodcote Conservation Group	793	£310.00	Annual grant from PC
19/09/2018	K. Smallbone	791	£30.00	War memorial Garden Sept
20/09/2018	Berinsfield Community Business	TRANSFER	£1,077.43	Grass cutting August
28/09/2018	L. Crockett	SO	£200.00	Sept Litter picking
28/09/2018	J. Welham	SO	£837.55	Sept Salary
			£4,874.06	

Approved

7.1 Quotations/Grants received for review/approval.

Quotation and letter of Engagement from Arrow Accounting for the Internal Audit 2018/19. The cost being £468. The PC agreed and the Chairman signed the Letter of Engagement, Clerk to sign and return.

Email quotation from Oxford IT Solutions to design and host a new website for Woodcote Parish Council. The cost being £1350 to allow publication to the site, which is not available with the current site. The PC agreed to this quote and to enter into a contract.

Discussion from the members regarding the integration of the existing site into the new Parish Council site, and to have clearer navigation for users. Cllr. McGurk & Cllr. Smith to liaise with the Clerk on this project and the conception of the new site.

7.2 Budget – review for this FY.

The Clerk had circulated the current financial report showing receipts and payments against budget, together with explanations for some of the item codes.

There was one question from Cllr. Smith regarding the contribution in budget made to the Citizens Advice Bureau. The PC had recently received a letter from CAB advising that the out reach office they use in Woodcote Community Centre they are no longer going to run as they have been getting very limited visits. They will continue to assist Woodcote residents by telephone and from Henley office. This brings into question if the PC continue to contribute the same amount. Clerk to requested detailed accounts from CAB for the PC to review and make a decision regarding this FY's payment.

8. Community Land Trust – update on progress

Cllr. Williams advised that he is in the process of becoming registered, as an individual as the CLT group is not yet set up. The Chairman requested that he made it clear he was registering on behalf of and to represent the Parish Council, he confirmed he was. The registration fee invoice of £49 to be passed to the Clerk to process payment.

CLT Oxfordshire comment is awaited regarding the practicality of the various CLT models that may be available in Woodcote.

11. Reports from Other Village Groups

Village Hall Committee – current focus is on the lighting within the main hall area, to improve the ambience and have options to change the lighting for different activities, this is being reviewed with D.J. Scott Electrical.

Village Green – Meets next Monday 24th September.

Traffic Advisory Group – The Zebra Crossing work commences on 24th September.

Police Report - an attempted ram raid at the Co-op aimed at stealing the cash machine failed with the Land Rover used being abandoned in the early hours of Sunday 16/09.

An unsuccessful burglary attempt was made on a property in Deans Wood Close at 03.15 on Saturday 15/09. TVP have appealed for residents to report any suspicious people or vehicles seen in the area.

Contact has been made with Andrew Mulholland from Smart Water to determine the options available to launch a Smart Water campaign in Woodcote.

Youth Club - the YC Committee will consider a new financial and operational model proposed by the VHC at the YCC meeting planned for 20/09.

10. Communications

There was discussion regarding publicity when the Zebra Crossing is complete and if there should be an “opening”, as the Henley Standard have been in touch and would like to take photographs.

Suggestions where County Councillor Bulmer, also to involve the primary school children. Cllr McGurk to follow up with the Head of the Primary School.

11. Other Matters for Chairman

Cllr. Smith advised that the Village Fete had been very successful with a strong attendance probably in the region of 700 and most people had given good feedback about the attractions and activities.

The financials are being worked through, the Clerk to provide reports from the VHMC Accounting application on income and expenditure.

Cllr. Smith expressed his appreciation and thanks to the Village Fete Committee for their hard work and commitment in organising the Fete this year, the PC seconded this.

12 . Correspondence

Letter from Sam Townley SODC following up on his requests to the ICO regarding the NHP2 Group and its position regarding FOI. As the Advisory Group have been set up and give update reports to the PC such information is under FOI from the PC.

13. To note date of the next Parish Council Meeting: Wednesday 3rd October 2018.

Meeting closed at 10.00pm

Signed Date.....