

# WOODCOTE PARISH COUNCIL

**MINUTES** of the Parish Council meeting held in the Function Room, Village Hall, Woodcote  
Wednesday 1<sup>st</sup> August 2018 at 7.30pm.

## **PRESENT**

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

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

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 Parish Council Meeting held on 18th July 2018  
Approved as a true record.

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

The Clerk advised that County Councillor Bulmer had confirmed regarding the possible resurfacing of Bridle Path which was inspected during 2017 he had emailed the following;

*“ Now has been scheduled for 19/20 but due to the additional £10m funding recently made available the scheme has been brought forward to the autumn. We don’t yet have exact dates but you can reliably inform the Parish Council that the proposed work will be delivered this financial year. ”*

## **6. Planning Applications**

None.

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

P18/S1797/FUL Application proposal, including any amendments : Two new ramps to allow full accessibility around site and throughout the school, and construction of canopy in enclosed courtyard.  
Site Location : Langtree Secondary School Reading Road Woodcote RG8 0RA.

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

None.

### **6.3 Other Planning Matters**

Cllr. Botting raised the matter of SODC Local Plan housing numbers allocated to Woodcote being incorrect as the officers had not taken into account that Woodcote is in the AONB. This matter has been raised at a meeting with SODC.

The Chairman proposed that the PC write a strong letter to all relevant officers at SODC and also copy MP John Howell highlighting this matter and request that the numbers are reviewed and adjusted. Cllr. Botting will draft a letter and circulate for comments/inputs. There was discussion regarding the draft letter, suggesting that the letter should initially give the SODC Officer the opportunity to respond to the requests made at the meeting. If this was not replied to then the PC would write again and make it clear that they will be highlighting the SODC contradiction to the Examiner and other relevant parties. The PC agreed to this approach.

Cllr Crockett requested an update on the parking spaces at the Casa Mia development, not confirming to the agreed amendment to the planning application. The Clerk has reported this to planning enforcement and is awaiting a reply, the standard acknowledgement has been received to date.

## **7. Finance**

Payments from 19  
July to 2nd August

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
30/07/2018	SODC	776	£104.77	Dog bins 1/4 to 30/6
30/07/2018	British Telecom	DD	£103.28	Line & BB
31/07/2018	J. Welham	TRANSFER	£42.50	for Trophy ordered online
01/08/2018	Playsafely Ltd	778	£193.20	ROSPA inspection play area
01/08/2018	Norman Cox & Partners	779	£60.00	Timber for ponds
			£503.75	

### **Approved**

#### **Receipts noted:**

£1182.23 interest on investment funds,  
£57.77 Wayleave payment from SSE

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

ARD Playsafety Ltd quote for repair or playground equipment. £395.00  
Bondright Roofing Quote for replacement of tiles on Village Hall roof £250  
The PC agreed both of these quotations to proceed.

#### **8. FOI requests** – review and confirm process.

The Clerk had checked on the ICO website regarding the charging for IFO requests, and hourly time can be charged at £25.00 per hour by local authorities up to a maximum of £450. The Clerk to draft a process for these charges to circulate to members to be an agenda item for the next meeting to agree the process.

The Chairman reported on the meeting held with a resident who had submitted an FOI request regarding the WNHP 2. The meeting was productive and some matters were explained and made clearer.

#### **9. Date Retention Policy** – review and confirm.

The Clerk had circulated the policy prior to the meeting which the PC's DPO had provided. The PC agreed it was adequate but Planning applications were not included, Clerk to amend the document and PC to review at the next meeting.

**10. Reports from Other Village Groups**

Village Hall Committee – Insurance Claim for damaged screen being chased as funds not yet in bank account.

Village Green – Have met and are suggesting installing a post or post and rail along the gap onto the green by the bus stop. The PC did not agree to this proposal and would prefer the ditch to be extended to block vehicles getting onto the green at this point. Suggested also that the padlocks on the access gates are changed to be combination locks so necessary contractors are given the code for access. Cllr. Crockett to update the VGC.

Traffic Advisory Group – still awaiting the final costing for the Zebra Crossing. The lead officer at OCC is on holiday until 9<sup>th</sup> August.

Cllr. Williams will be meeting with the Bursar of the Oratory school to discuss Community Land Trusts in the next week.

Cllr. Smith reported that a resident reported a concern about people collection for charity outside the Co-op stores and when checked the charity stated was not registered to the charity number but a different charity was registered to that number. Cllr. Williams will report to the Thames Valley police fraud line. The Co-op will be advised.

**11. Communications**

The next monthly report for the Correspondent will be the Chairman’s report from the Annual Parish Meeting.

Cllr. Botting suggest that it would be appropriate to include a note about the PC charging for FOI requests in the future.

**12. Other Matters for Chairman**

The PC had received a draft document from the NHP Advisory Group, this was for the PC to review and feedback on points such as Terms of Reference, Membership, Working relationship with the PC and responsibilities, Items for publication. This document is in draft format and is prepared in advance of the WNHPAG starting any further work on NHP2, so it is in place when they can start on NHP2.

The start of work on NHP2 has been on hold until SODC Local Plan is republished, however the work will restart as the SODC schedule for their new Local Plan has been received.

This document will be an agenda item at a future PC meeting so it can be confirmed and agreed.

**14. Correspondence**

Email from Woodland Trust offering free tree sapling and plaque. Pc agreed we should order one.

**15. To note date of the next Parish Council Meeting: Wednesday 15th August 2018.**

*Meeting closed at 8.45pm*

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

