

# WOODCOTE PARISH COUNCIL

**MINUTES** of the Parish Council meeting held in the Function Room, Village Hall, Woodcote  
Wednesday 21st February 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
Parish Clerk	Ms. Jenny Welham

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

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.  
PCSO Mark Bell, and one resident.

Mark Bell gave a report on Policing. Their numbers have been cut and currently there are 5 officers. To keep in contact he will attend as many Parish Meetings as possible.

The "Have your Say" meetings have been reintroduced and he will hold them outside the Village Hall, dates to be sent to Clerk.

Most mornings for an hour he will patrol outside the schools, this has been well received by parents and children.

Visits arranged to the Primary School and the Pre School, the Cabin pre school will also be visited in the future.

A campaign to help people with dementia has been launched in conjunction with Doctor's surgeries to help identify and keep details of people who regularly go missing with dementia.

"Safe Place" has been launched in Henley and Wallingford for vulnerable people. Certain shops will display the safe place poster/logo in their windows and people can go into the store and ask to see the representative. This is in conjunction with the Fire Brigade and Safe Communities. In the future the Co-op in Woodcote will be in the scheme, it is being introduced Nationally.

Smart Water an identifier for valuable items has been successful in other villages in reducing burglary. Mark would like to introduce this in Woodcote starting in Wayside Green. He needs to get the approval of his Sergeant first and will keep the PC updated.

Mr. Percival a resident in Woodcote had questions about the infrastructure of Woodcote, he had concerns about the limited street lighting, parking around the village, the traffic volumes and speed. All of these matters have been looked into by various village groups, the Traffic Group, the Neighbourhood Plan Group and there is no "quick fix" but the issues are being looked at and possible solutions explored.

4. To approve Minutes of the Parish Council Meeting held on 7<sup>th</sup> February 2018.  
Approved as a true record.

The Chairman thanked the Council for the excellent work on the planning application response attached to these minutes as Appendix One.

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

### **6. Planning Applications**

No new applications.

District Councillor David Nimmo-Smith gave his report, he advised that to retro fit street lights by the County Council would not be an option as they are not increasing street lights. There are opportunities for new streetlights on any new roads.

Cllr. Smith gave an update to Cllr. Nimmo-Smith on the progress of the Zebra Crossing for the Goring Road.

Costings have finally been received from OCC but the cost is extremely high, much higher than anticipated. This is in part due to OCC adding in a cost to completely resurface the highway either side of the crossing, the surface will include anti skid materials. This cost is £31K. Had the highway surface been maintained then an anti skid application could have been applied to the top making the costs significantly reduced. The PC have emailed OCC stating that they felt this was a cost that OCC should absorb as they are responsible for the highway condition.

OCC Area Steward had telephoned the Clerk at 5.30pm and advised that they are looking into funding streams with regard to costings for the resurfacing.

The PC asked Cllr. Nimmo-Smith to support this where he can and they will also work with County Councillor Kevin Bulmer to keep the pressure on OCC. He advised that the PC work with Kevin to get the zebra crossing put onto a “work program” at OCC this will help prioritise the project.

Budgets have now been set for the County and District Councils. County increased by 6.5% and District by 5% which is their first increase in 9 years. Parking fees in towns will not increase. Capital Grants will be available applications not yet open. DC’s will get funds of £5K each to spend within their parishes, again applications required from parish councils, which should be open in June.

Cllr. Nimmo-Smith has a new role in the District Council and he will be on the Committee for Development and Regeneration.

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

None.

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

P17/S4336/FUL Application proposal, including any amendments :

The demolition & clearance of existing development. Change of use of the land to a park home site & the development of all associated infrastructure to allow the siting of 16 residential park homes with landscaping.

Site Location : The Old Reservoir Greenmore Woodcote RG8 0RN

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

The Chairman raised an issue with the Co-op still taking deliveries from large articulated lorries, rather than rigid lorries as per the planning condition. Clerk to write a letter to the Co-op pointing out the condition and asking them to comply otherwise the matter will be escalated to SODC Planning Enforcement.

The footpath from Goring Road adjoining the new tarmac footpath that the Co-op installed during the refurb is very broken and uneven. Clerk to report to OCC as it is their footpath on Fix My Street.

Cllr. Crockett advised that the footpath laid by the developer in front of the properties build to the end of Greenmore is broken up and needs replacing. Report to OCC and SODC.

## **7. Finance**

### Woodcoteparish Council payments 8th Feb to 28th Feb

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
01/02/2018	SODC	733	£100.46	Dog Waste Bins Back
08/02/2018	J. Welham	105.6	£105.60	pay
13/02/2018	Swift Office Stuff Ltd Bondright Roofing	734	£62.12	Stationery & Ink Cartridge
16/02/2018	Services Bondright Roofing	736	£1,560.00	Roofing work & downpipe Replace 60 broken tiles VH
16/02/2018	Services	737	£558.00	rf
16/02/2018	Premier Heating solutins	738	£611.06	Toilet Cistern & New Water Htr.
19/02/2018	Peter Cox	transfer	£1,181.40	Damp Course treatment VH 50% dep
20/02/2018	K.Smallbone	735	£30.00	Feb War Memorial Garden
28/02/2018	L. Crockett	SO	£200.00	Feb Litter picking
28/02/2018	J. Welham	SO	£820.90	February Salary
		Total	£5,229.54	

### **Approved.**

Noted no receipts.

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

#### **8. GDPR Update** – review

The Clerk had attended a training course run by Oxfordshire Association of Local Councils.

The course detailed the necessary actions and procedures that need to be in place for GDPR for 25<sup>th</sup> May 2018.

First actions are for Councillors to hold a PC related email and not their own personal email account.

A Privacy Notice will need to be displayed on the PC website.

Data Audit of existing data to be carried out.

Current PC mailing list to be checked and members contacted to ask if they wish to remain on the list.

A retention and destruction policy to be reviewed and implemented.

A Data Protection officer will need to be appointed, OALC recommend that for the first year PC's appoint one from an outside company. The PC queried this and felt that a Councillor could carry out this function. The Clerk to verify this.

## **9. Other Village Committees & Groups Reports**

### **NHP Advisory Group**

The status and relationship of the group to the PC was discussed. The Vice-Chairman reminded the Parish Council that the Neighbourhood Plan Advisory Group has no formal links to the Parish Council. The Advisory Group is an independent body created in 2011 by two residents, neither of whom was then a member of the Parish Council.

The Parish Council neither established nor suggested that the Advisory Group be established nor do they set the Terms of Reference for the Group. The Group is composed of volunteers from the community whose work is funded by grants obtained by the Group. The Parish Council has no say in the membership nor who chairs the Group and cannot appoint members to the Group. The Parish Council is the designated body and the Advisory Group recognises that the Parish Council is under no obligation to accept the recommendations of the Advisory Group. The Vice-Chairman thanked the Parish Council for their encouragement and expressed his hope that the recommendations presented at the upcoming consultation events would gain the support of Councillors.

Traffic Group – update on Zebra Crossing given earlier to District Councillor.

Village Green – no new meeting.

Village Hall – the Committee have started some of the refurbishment. During Easter holidays the new cupboards for the pre school will be installed. The damp course treatment for the Function room will be carried out 1<sup>st</sup> March, once this has dried out then redecoration can be planned. To help fund raising a local lottery idea has been proposed, this is being explored.

## **10. Other Matters for Chairman**

The Clerk advised that the Conservation Group have been working over the past year making steady progress with implementing the Management Plan with Langtree School pupils clearing willows and cutting a footpath from the Greenmoor Ponds through the Thames Water site to Green Lane. To exit on to Green Lane there is a drainage ditch to negotiate so the plan is to install a foot bridge over the ditch to link Green Lane with the footpath

Thames Water are in agreement with this plan and have agreed to pay for the foot bridge and they have funds available in the 2017/18 budget they can use for this purpose.

The Conservation Group via Rod d’Ayala has asked the Oxfordshire Conservation Volunteers (OCV) to carry out this work and they have agreed to provide us with a quote.

However, OCV is a volunteer organisation set up to carry out conservation work on behalf of environmental charities, Parish Councils etc., but not large companies like Thames Water. So OCV are requesting that they should carry out this work on behalf of and be paid by the WCG or the Parish Council.

Would the PC agree to receive the funds from Thames Water and then settle the OCV invoice when the work is completed.

The PC agreed to this proposal.

Cllr. Smith updated the PC regarding the negotiations for a Post Office in Londis store. The store owner has decided not to pursue this as the Post Office requirements are unworkable and they will not make a profit. They would have to pay a fulltime employed, Post Office trained, member of staff to be on the PO desk at all times (PO require this) They simply do not have the funds to pay such a person.

The Clerk advised that the Clerk from Checkendon PC had emailed regarding a possible mobile unit that will start for Checkendon, Stoke Row and Nettlebed. Clerk to follow this up.

**12. Correspondence**

None.

**13. To note date of the next Parish Council Meeting: Wednesday 7<sup>th</sup> March 2018.**

*Meeting closed at 10.10pm*

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

