

# WOODCOTE PARISH COUNCIL

**MINUTES** of the Parish Council meeting held in the Function Room, Village Hall, Woodcote  
Wednesday 2<sup>nd</sup> December 2015 commencing 7.30pm.

**PRESENT**

Chairman Mr. R. Peirce  
Vice Chairman Mr. G. Botting  
Mr. M. Smith  
Mr. A. Crockett.  
Mrs. D. Hadaway  
Mr. D. Booth  
Dr. P. Sudbury  
Mr. B. Williams

Parish Clerk Ms. Jenny Welham

**1.** To receive apologies for absence.

Mrs. S. McGurk, Mr. R. Lewin.

**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.

Sam Peates and Ken Groom Village Green Committee for Agenda item 8.

Fiona Preston Youth Club for Agenda item 7.

**4.** To approve Minutes Parish Council Meeting held on 4<sup>th</sup> November.

Several typing mistakes corrected then approved as a true record.

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

None.

**6. District Councillors Report**

None as no District Councillor.

**8. Outdoor Table Tennis** – location on Village Green, installation.

Chairman took this Agenda item before Item 7.

He gave a summary on Section 106 funds and how the PC over the last 6 to 12 months had worked with SODC to access certain 106 funds which have been achieved from the previous Mowforth House development.

Cllr. Botting advised that there is a lack of process as referred to by the VGC minutes. He stated that it is not clear and that SODC are working from a spreadsheet with allocated categories some of which refer funds to outside of Woodcote Parish. He suggested that projects for Sec 106 fund should be put forward and a process be developed to deal with the applications through to completion.

Section 106 funds discussions for the Chiltern Rise development as per the NHP have already started and the PC are involved and will continue to be involved for other developments as per the NHP.

The Chairman advised that SODC make the final decisions whether they will allocate the funds to the various applications that the PC submit, there is no guarantee.

Any project should relate to the relevant development that has allocated the Section 106 funds.

Sam Peates asked if the PC had a process, he admitted that the VGC had been somewhat enthusiastic in gaining quotes from suppliers for various areas and had got bids put forward for approximately 5 projects. He highlighted the project for the Awning on the Village Hall Pavilion and that the supplier had a discounted price until the end of this calendar year so the VGC had pushed to get this quoted.

The Chairman advised that the PC will consider any draft project put forward by the VGC or any other group in the village and if the PC did not endorse it they would advise immediately. It was made clear that the PC have to work under the “headings” or categories as defined by SODC.

Sam Peates asked if the VGC could have a copy of the spreadsheet showing the categories and the amounts under each. It was agreed this was possible as the detail is in the public domain as soon as SODC release it for each development. Cllr. Booting suggested a meeting with Sam to discuss the whole process and a better way of working with the PC on these projects in the future. This was agreed Cllr. Botting to arrange.

The Chairman then raised the matter of the Outdoor Table Tennis Table saying that the PC as custodial trustees of the Village Green and the Village Hall need to work with the two committees and allow them as much of the running of these areas as possible. However, any structural or major changes need to be agreed and endorsed by the PC before anything goes ahead. He stated that the intent of the PC would be to agree with the recommendations from these committees unless there was very strong feelings of opposition. He suggested that a member from these committees could come to a PC meeting to talk through any major projects rather than the communication be via the minutes from their meetings.

The Chairman said that when the PC agreed to the Sec 106 application for this project funding they did not at that time consider the location. He said several people had expressed to him that they were opposed to the current proposed location. Sam Peates advised that the VGC had considered the position carefully and had chosen the current location as being close to the Youth Club so they could use it and also the VH so the ladies who play indoor table tennis could also use it. He stressed he wanted it to be used by all in the village. The PC members then briefly left the meeting room to view the location outside.

Cllr Botting suggested that an overall plan was needed for the Village Green and Folly Field before any final decision was made as other recreational items may be sourced via the Section 106 funds. Sam agreed that and that the VGC had already been looking at other outdoor gym equipment and that Folly Field could be more developed and the Tennis Table could go there. A more strategic overview of both areas is required, this applies to the Village Hall also. Cllr. Botting to arrange a meeting to take this forward.

*Sam and Ken then left the meeting.*

#### **7. Youth Club Report** – update and presentation of accounts.

Fiona Preston reported on the Youth Club;

There are now two evenings a week Monday and Tuesday. Tuesdays are well attended with approximately 20 attendees the age range is 10 to 13 years. Heather who is now on board has previous experience as a Youth Worker and she will not accept any wage payment, however the YC pay her by vouchers at the end of each year.

The YC have gone through an accreditation process with Oxfordshire Youth. There was an agreement drawn up with the VHMC for the continued use of the YC, as in the past the lottery grant was awarded to the YC for use of the room upstairs and part of the downstairs room.

The Agreement ensures the YC continued use. The YC pay for their own insurance. Financial report had been circulated to all prior to the meeting, however the YC had paid and carried out redecoration costing £3,300. The Agreement with the VHMC does state that they would pay for redecoration.

The salaries cost for the year is £2000.

Fiona finalised stating that the club is thriving again and several arranged outings have been a great success. Further improvements are planned.

The Chairman thanked Fiona and stated that the PC as custodial trustees want to maintain a closer relationship with the YC and wish to continue to help support the club from the PC budget.

Cllr. Botting also suggested that the whole area of YC and Village Hall needs to be looked at strategically and the PC need to rationalise things such as insurance, and wages to avoid three different committees all paying different sources.

The Chairman asked Fiona to email the Clerk with her request for financial support for this year as the PC have budgeted an amount for them.

### **9. Planning Applications**

P15/S3157 Amendment 1. Erection of Summer house (retrospective) As per drawings received 29<sup>th</sup> October 2015. Address: 13 Hagborne Close, Woodcote, RG8 0RZ.

The PC could see no changes to this application on the amendment, the height of the summerhouse is still 3 metres.

They will recommend refusal for the same reasons as the first application.

#### **9.1 Applications Granted by SODC:**

None.

#### **9.2 Applications Refused by SODC:**

None.

#### **9.3 Other Planning Matters**

Cllr. Williams asked about the status of the Chiltern Rise planning application.

Cllr. Botting reported that recently SODC had stated they are working through the issues and a full amendment to the application is expected possibly before Xmas. All the major issues are being addressed as soon as the amendment is in the public domain the PC will ensure all residents affected are informed and advised of the PC meeting dated that the PC will review it.

Cllr. Crockett advised that Planning Enforcement had visited the site with the floodlights erected without permission and had advised the owners to apply for planning permission or they will have to remove the floodlights.

The Clerk had received a letter from Millgate developers on Long Toll re the transfer of the woodland to the PC at the rear of the development. It referred to the small piece they now wish to keep and sell with plot 4. The tone of the letter was that the PC had not replied to the notice of transfer in the 28 days stipulated and therefore was in breach of the Section 106 agreement. The Clerk advised she had not received such notice.

Cllr. Botting stated that Millgate had not advertised the open market houses for 12 weeks to residents of Woodcote so they were in breach of the NHP policy on this development.

The Chairman asked Cllr. Botting to speak to Millgate and the Clerk handed Cllr Botting the letter.

### **10.Finance**To approve payments. To note receipts.

Two payments Approved.

Clerk Salary November.Litter picker payment November. Total £982.00

Receipts Noted

Interest from funds invested with CCLA Property Fund £1203.08.

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

None.

**11. Budget Review FY 2016/2017** - Review of budget forecast costs.

The Clerk had circulated the budget forecast prior to the meeting. There were no major issues or areas of concern.

Cllr. Smith suggested that the Village Hall capital maintenance figure would need increasing for the next FY.

The PC discussed the precept amount, bearing in mind that OCC will be making large cuts to services, and are asking Town and Parish councils if they will manage their own estate. It is expected that the grass cutting grant will not be received, and less will be done on highways and verge maintenance if at all.

It was agreed to increase the precept by 5%. The Clerk to re circulate the forecast budget for the next PC on 16<sup>th</sup> December for final agreement on the figures and the precept amount.

**12. Other Committee Reports**

Traffic Advisory Group.

Cllr. Smith had circulated details of the various initiatives that the group have been working on.

One of the areas is the white lining, the group will get these repainted in 24 areas around the village (map had been circulated with the locations) the Clerk had just received the quotations from the contractor who OCC recommend. These to be checked in more detail and then be put on the agenda for the next PC meeting for approval.

The interactive 30 signs have been looked at and the one on Oxford Rd is proposed to be replaced with a cross roads 30mph sign and moved slightly further down from the cross roads, subject to power etc. The existing sign to be re sited on Greenmore.

The 30mph sign on Goring Rd is reported as not working, Clerk to action repair.

Speed cushions on Goring Rd are being considered. The lighting needs to be looked at in detail as the cushions need to be lit, no detailed plan yet.

Pedestrian Crossings on the Goring Rd, sites have been reviewed and proposed they are, by the War Memorial down from crossroads to VG, Wood Green / Folly Field footpath and one further down from the Co-op cross roads.

Main issue is pavement widths as they have to be 2 metres wide for the dropped kerbing, TAG feel that the width issues can be overcome in the 3 locations.

Clerk advised that one crossing is estimated at £25/30K so funding will need to be raised to achieve all three, possibly from Section 106.

The Chairman stated he felt that the crossing would get a lot of support from residents. TAG will need to collect traffic speed data at the locations proposed and also pedestrian data, the PC were in agreement to proceed with this project for the pedestrian crossings.

Clerk advised that some villages with 30mph limit also display signs say "20 is plenty". Suggested the Clerk check supplier of these signs and costs.

Cllr. Hadaway reported that she had attended the Primary School Governor's meeting and the Head of the school Liz Hunt had requested to attend a PC meeting. The Chairman and all agreed, but the Chair would like to meet with her on a one to one basis first and suggested that she be invited to the second PC meeting in January.

All other reports deferred until the next meeting due to time

**13. Other Matters for Chairman**

None.

**14. Correspondence**

1 letter, deferred to next meeting due to time.

**16.To note date of the next PC meeting: Parish Council Meeting Wednesday 16th December 2015.**

*Meeting closed at 10.30pm*

Signed.....Date.....