

# *WOODCOTE PARISH COUNCIL*

**MINUTES** of the Annual Parish Council meeting held in the Function Room, Village Hall, Woodcote Wednesday 7th June 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.

2. To receive Declarations of Interest

Cllr. Smith for Planning application P17/S1837/HH 11 Oakdene, Woodcote.

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.

Applicant and Architect for Planning application P17/S1690/RM.

Resident of Toggs Cottage. Planning Consultant representing residents of Weevil Cottage & Toggs Cottage re Planning application P17/S1690/HH

4. To approve Minutes of the Annual Parish Council Meeting held on 17th May 2017.

Cllr. Botting requested a change to the paragraph on page 18 Neighbourhood Planning to read “Verbal feedback from a couple of people was that the NHP had not seen any houses being built on the allocated sites apart from Long Toll.”

Then Approved as true record.

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

Cllr. Botting raised the point that the discussions regarding the Community Centre, the PC had requested a Financial Statement, was this forthcoming? The Chairman stated that their Annual Meeting is this month and he is expecting the information will be made available to him at the Community Centre AGM.

## **6. Planning Applications**

P17/S1690/RM (Reserved Matters)

Proposal: Reserved Matters application following Outline Approval P15/S3449/O.

Address: Red Lane Bungalow Red Lane Woodcote RG8 0PD.

Cllr. Smith have reviewed this plan and gave an overview of the site plan, the 3 proposed dwellings and their positioning.

Mr. Sparks, the resident of Toggs Cottage one of the listed cottages next to the site spoke and had strong objections stating that the dwelling nearest to the two listed cottages would be overbearing, that the design was very urban, used urban cladding and that one of its windows would overlook and affect his privacy.

Mr. Sparks questioned why the dwellings could not be moved further down the site to be less overbearing to the 2 cottages.

Mr. Nigel Hawkey Planning Consultant acting for Mr. Sparks spoke and gave a detailed overview of the potential size of the 3 dwellings stating they are larger than implied on the Outline Planning. In his estimations they are 30% larger in square metres than on the outline approval. He felt that the size will overbear, affect day light, and privacy. He felt that the site for its size was overdeveloped.

The Applicant's Architect spoke and refuted the estimated size dimensions quoted by Mr. Hawkey. She stated that they had appointed a Conservation specialist who had advised that the scheme in his opinion was fitting and not detrimental to the listed cottages. She also stated that they had referred to the Chiltern Design Guide and materials used will be natural.

The parking provided complies with the WNHP and to move the dwellings further into the site would affect this.

The Chairman summarised the discussions to the PC and emphasised that outline planning has already been granted on the site for 3 dwellings and this application is for the detail of the dwellings. He asked for a vote, the PC voted that they recommended Approval of this development.

P17/S1812/HH Demolition of attached existing garage, proposed side and front single storey extensions and rear extension to replace conservatory following previous planning approval. 73 Whitehouse Road, Woodcote RG8 0SA.

Cllr. Smith had visited the site and had some concern over the new windows to the side of the development overlooking the neighbouring property, however the close board fencing will minimise this.

Recommend Approval.

P17/S1837/HH Loft conversion consisting of three flat roof dormers to rear elevation and conservation style roof lights to front elevation. 6 Oakdene, Woodcote RG8 0RQ.

The amended plan which the owner discussed with the Chairman who visited the site was to replace the long flat roof dormer to the rear with 3 separate dormers to the rear with pitched roofs. However, the drawing showing this was not received, therefore the Parish Council cannot give a recommendation without seeing the new drawings. Clerk to email SODC Planning Officer.

P17/S1855/HH (Householder) Proposal: Proposed additions to the rear and side elevations of the house, by including the existing swimming pool, a reconstruction of the garage annex, and an extension of the rear of the house, also including an external seating area. Address: Eastfield House Pot Kiln Lane Goring Heath RG8 7SR.

The proposed extensions do not meet Woodcote Neighbourhood Plan Policy D1. The rear and side extensions are of very large proportions and are unsympathetic with the existing building in terms of design and detail. Unsympathetic with the street scene. Does not comply to any recommendations in the Chiltern Design Guide. The PC recommend refusal of this application.

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

P17/S0294/HH Application proposal, including any amendments : Extension and alterations (new roof to create first floor accommodation (Amended plans received 3 April 2017 showing utility room extended out further and removal of Juliette dormer in roof to be replaced with standard dormer window). Site Location : Applewood Goring Road Woodcote RG8 0QD.

P17/S0774/HH Application proposal, including any amendments : Demolition of existing garage and replacing it with a larger single bay garage further down the garden (amended by plans received 3 May 2017 showing revised garage design and location). Site Location : 68 Whitehouse Road Woodcote RG8 0SA.

## **6.2 Applications Refused by SODC**

None.

## **6.3 Other Planning Matters**

Cllr. Smith and Cllr. Crockett commented on No. 54 Whitehouse Road which has had a new dropped kerb access created to the rear of the property which is accessed from Bridle Path. They requested that the Clerk check if this received the correct permissions.

SODC had asked the PC to comment on the proposed changes requested by the Cooperative stores to their existing premises license. The PC reviewed the changes which are;  
Current Monday-Saturday 08.00-23.00 and Sundays 10.00-22.30 requesting to vary this to;  
Monday-Sunday 07.00-23.00.

The PC agreed that this change was acceptable. Clerk to reply.

## **7. Finance**

To approve payments, note receipts.

Noted no Receipts.

| List of Payments made between 01/06/2017 and 07/06/2017 |                           |     |             |                |                              |
|---------------------------------------------------------|---------------------------|-----|-------------|----------------|------------------------------|
| Date Paid                                               | Payee Name                | Ref | Amount Paid | Authorized Ref | Transaction Detail           |
| 06/06/2017                                              | SwiftClik                 | 667 | £85.61      |                | Stationery/Ink Cartridges    |
| 06/06/2017                                              | Glanville Consultants Ltd | 668 | £1,050.00   |                | Prof services Zebra Crossing |
| 07/06/2017                                              | Our Woodcote Library      | 663 | £1,800.00   |                | Annual Grant                 |
| 07/06/2017                                              | Chiltern Society          | 664 | £30.00      |                | Annual Subscription          |
| 24/05/2017                                              | Cash                      | 665 | £70.00      |                | Petty Cash Float             |
|                                                         |                           |     | £3,035.6    |                |                              |

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

None.

## **8. Risk Assessment** – review and adopt.

The PC reviewed the report that had been circulated prior to the meeting.

Cllr. Botting questioned the Community Centre clause as the building is leased from OCC and queried if it should be removed. The Chairman stated that the Committee run the CC for the Community and he attends the meetings on behalf of the Parish Council, it was agreed to retain the clause.

The Clauses referring to the Village Hall and Village Green, change to add that the PC own the building and the green.

Cllr., Botting raised the question of Risk to the Parish Council data held on the Computer, this is protected and the measures taken need to be added to the report.  
Further review at the next PC meeting.

## **9. Other Committee Reports**

Village Hall MC – Meeting on 12<sup>th</sup> June.

Village Green – Have carried out a working party around the green to trim trees and generally clean up. They kindly removed some of the weeds and resprayed weeds to the edge of the village hall facing the car park.

Traffic Advisory Group – Zebra Crossing Goring Rd. The public consultation will be submitted to OCC Cabinet on 20<sup>th</sup> July.

The Road Safety Audit 2 has been started, by Glanville the consultants the PC have contracted to carry out professional services regarding the Zebra Crossing.

The PC should write to the Cabinet member and the County Councillor to support them at the meeting. Clerk to action.

Neighbourhood Planning Group – Next meeting 22<sup>nd</sup> June.

Youth Club – No issues.

Policing – The PCSO will be starting the Have your Say meetings again, the first one is Friday 10<sup>th</sup> June in the VH car park at the Primary school end. Notice to be put in the Notice Board.  
There have been two burglaries to properties on Goring Rd.

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

Email from District Councillor advising that he has Community Grant of £5K to share with the Parishes he covers, so approximately £500 per Parish. Any project submitted will need to be match funded by the Parish Council. Cllr. Botting requested we submit a request for funding for a large electronic screen for the village hall to enable users to use it for presentations and meetings. All agreed.

## **11. Correspondence**

None.

**12. To note date of the next PC meeting: Parish Council Meeting Wednesday 21st June 2017.**

*Meeting closed at 9. 53 pm*

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