

WOODCOTE PARISH COUNCIL

MINUTES of the Parish Council meeting held in the Function Room, Village Hall, Woodcote
Wednesday 20th June 2018 at 7.30pm.

PRESENT

Chairman	Mr. R. Peirce
Vice Chair	
	Mr. A. Crockett
	Mr. M. Smith
	Mr. B. Williams
	Dr. P. Sudbury
	Mr. D. Booth
Parish Clerk	Ms. Jenny Welham

1. To receive apologies for absence
Mr. G. Botting, Mrs. S. McGurk.

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 6th June 2018.
Corrections: add that the Chairman returned to the meeting after Item 6.
Two members of public remained and left after Item 6.1
Approved as a true record.

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

6. Planning Applications

P18/S1797/FUL (Full Application) : Minor Proposal: Two new ramps to allow full accessibility around site and throughout the school, and construction of canopy in enclosed courtyard. Address: Langtree Secondary School Reading Road Woodcote RG8 0RA.
The Parish Council have no objections.

6.1 Applications Granted by SODC:

P18/S1209/HH Application proposal, including any amendments :
Single storey extension to provide an enlarged kitchen/dining and family room.
Site Location : 5 Summit House Close Woodcote RG8 0QZ.

6.2 Applications Refused by SODC

None.

6.3 Other Planning Matters

Cllr. Crockett raised the matter of Planning Application P17/S2878/FUL development at Casa Mia Greenmore. The amendment to change the front landscaping to include additional car parking space to be in compliance with the NHP policy has not been carried out and the properties are showing as sold.
Clerk to chase Enforcement to investigate his matter.

The chairman advised that he had spoken to the owners of Chana stores formerly running the Post Office. They have made several alterations to the shop for their business of catering. They are applying for planning to enlarge the kitchen. There is currently a Beauty business being run from the Summerhouse in their garden, by a third party, they have a Notice from SODC Planning Enforcement re this. The owner of the business may not continue as business has declined. The PC will keep a watching brief on this matter.

7. Finance To approve payments, note receipts.

Date Paid Payee Name

12/06/2018 Woodcote Volunteers 767 £310.00 Annual Grant from PC

20/06/2018 K.Smallbone 768 £30.00 War Memorial Garden June

20/06/2018 Arrow Accounting 769 £446.10 Internal Audit 2018

21/06/2018 Berinsfield Community Business TRANSFER £1,289.95 Grass Cutting May

28/06/2018 J. Welham SO £820.90 June Salary

28/06/2018 L. Crockett SO £200.00 Litter picking June

Total Payments £3,096.95

APPROVED

Noted Receipts

Deposit Account interest £31.74

Grass Cutting Grant from Oxfordshire County Council £1198.73

7.1 Quotations/Grants received for review/approval.

Target Wall the VGC have asked the Clerk to order the wall as per the quote. The VGC will then circulate the flyer to residents advising the timescale of the work. The Chairman asked the Clerk to ensure that the order was not processed until the timescale was received and the flyer had been circulated.

8. Annual Internal Audit FY 2017-18 – review Annual Governance & Year End Accounts.

The Clerk presented the Annual Governance Report and Year End Annual Accounts 2017/18 which had been approved and signed by the Internal Auditor.

After inspection and checking by Cllr. Smith the Chairman signed the Governance and the Annual Accounts, the Clerk then signed the forms. These will now be sent to the External Auditor for Audit.

9. Reports from Other Village Groups

Village Hall MC – their AGM was held on 11th June an operating loss was reported.

Traffic Group – OCC Highway Officer had visited the site and Cllr. Smith met with him. The area has been marked out in preparation for the Zebra Crossing. OCC Officer will be meeting with the contractor at site on 28th June, then the final costings can be submitted to the PC.

Village Green

Working party carried out work around the green weed spraying around the car park and village hall. Some repairs with mastic to the wet pour but some areas too large so further repair is likely to be required by the contractor.

10. Communications – review current matters.

Cllr. McGurk absent so no updated.

11. Other Matters for Chairman

Email from Liam Wooley regarding Dame C. Gillan requesting that the Chilterns AONB be given National Park Status. Pc to write to John Howell asking him if he could inform the PC what this would mean and invite him to a PC meeting.

FOI request, the Clerk had circulated some notes as a draft in reply to some of the questions, the PC discussed these for accuracy and completeness. Some points needed rearranging to correspond with the order of the questions being asked. Final draft reply to be submitted and agreed at the next PC meeting.

Cllr. Williams is monitoring progress of the CIL process and has been updated by SODC. He reported on the first Community Land Trust meeting and had circulated notes on the meeting. Progress is being made and Cllr. Williams is continuing to study the feasibility.

Cllr. Williams is monitoring the progress of the SODC Local Plan, SODC meet on 9th July so he will report back regarding this meeting.

Chairman asked the Clerk to chase up the removal of the now obsolete bus stops around the village as the buses run one way around parts of the village.

The PC discussed the relationship between the Neighbourhood Plan Advisory Group and the Parish Council, preparation and review of progress to be on a future PC agenda.

The Chairman advised that he had been invited to the Oratory School on 21st June for a Royal visit from Prince Edward which is part of a real tennis tour.

12. Correspondence

None.

13. Confidential Session Salary Review – New pay scales issued from April 1st 2018.
See Appendix 1.

14. To note date of the next Parish Council Meeting Wednesday 4th July 2018.

Meeting closed at 10.05

Signed Date.....