

WOODCOTE PARISH COUNCIL

MINUTES of the Parish Council meeting Wednesday 18th August 2021 at 7.30pm.

PC MEMBERS

Chairman	Mr. M. Smith
Vice Chair	Mr. R. Peirce
	Miss. H. Booker
	Mr. G. Botting
	Mr. D. Booth
	Mr. S. Lawson
	Mr. M. Aldridge
	Mr. R. Fletcher
Parish Clerk	Ms J. Welham

1. To receive apologies for absence.
None.

2. To Received 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.
Three MOP present.

4. To approve Minutes of the Parish Council Meeting 4th August 2021.
Approved as True Record.

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

6. Planning Applications to discuss and agree Council's response.

P21/S2819/HH (Householder) Other Proposal: Loft conversion. Internal alterations & amending garage roof. Address: 45 Bridle Path Woodcote RG8 0SE.

The PC have no objection to this application, subject to the same conditions from P11/E2522 being put in place. We do note however, that there are no details on any efforts to seek to minimise the carbon and energy impacts as required by SODC ALP Policy DES8. Given the works proposed, the inclusion of solar panels and a electric car charging point would be most welcome.

P21/S3321/HH (Householder) New swimming pool, timber pergola and associated hard landscaping. Address: Kites Barn Goring Heath RG8 7SJ.
The PC have no objections.

P21/S2229/FUL Demolition of existing chalet bungalow and residential annexe, and erection of a 3-bed detached dwelling and a 4-bed detached dwelling. (**amended** plans received 30th July 2021 with covering letter from agent. The changes include the omission of one garage bay from Plot 2, the reduction in the depth of the rear extension and an increased separation between the 2 houses to 3.2m. Dwelling in plot 1 to be repositioned further forward and reduced in depth on the garage section, increasing the rear garden depth. Introduction of a new hedge to the side boundary) 12 Gap Way Woodcote RG8 0RU.

The amendments to this application do not remove the reasons for Woodcote Parish Council's objections to the initial application and, as such, the Parish Council object to this application and have asked that it be called in for consideration by the Planning Committee should officers be minded to recommend approval.

In addition to the original, and still valid, reasons for refusal listed below Woodcote Parish Council note:

- i. the absence of evidence of ownership of Gap Way and has engaged solicitors to establish ownership of, and any attendant constraints on rights of access to, Gap Way;
- ii. the objection by Oxfordshire County Council to the conversion of garages for any use other than vehicle parking given the narrowness of Gap Way;
- iii. that Gap Way was constructed to allow light traffic to access the telephone exchange and the unsuitability of the road for construction traffic. Woodcote Parish Council ask that if officers are minded to approve construction that a legal agreement be entered into with the developer to return Gap Way to a state that meets the County Council's highways standards.

Woodcote Parish Council also:

- iv. note the erroneous statement, in the letter from d p architects that ' *The Parish Council are principally concerned about the visual impact of the development on the allotments* '. This is wrong. The Parish Council accept the development of the 3-bed home but consider the subsequent application to add an overbearing 4-bed home onto the site should be refused principally for the concerns listed in the original objection (repeated below). The visual impact is the loss of substantial greenery and a radical change to the street scene; and
- v. are concerned about the closing paragraph in the letter from d p architects that states ' *I agree with you that the Parish Council's objection has only limited justification; I think with the substantial adjustment requested and delivered, that this proposal on balance should be accepted as supportable and I look forward to your further advice* '. The Parish Council see no evidence of 'substantial adjustment' and will be seeking clarification of the apparent dismissal by the planning officer of the Parish Council's carefully considered response.

Woodcote Parish Council OBJECT to this application.

Woodcote Parish Council welcomes the proposal to replace the 3-bedroomed dwelling given planning permission in respect of application P20/2510/FUL with a three-bedroomed home that, unlike the current permission, responds more sympathetically to the character and street scene of Gap Way. Woodcote Parish Council object to the replacement of the chalet bungalow with a 4-bedroomed dwelling on the following grounds:

1. Highways and access

Gap Way is a single-track unmade lane suited only to use by the light vehicles of residents, allotment holders and BT personnel servicing the telephone exchange at the end of the lane. Any parked vehicle obstructs access to residents, service and emergency vehicles. During the clearing of this site for the construction of the 3-bed dwelling, unattended bonfires close to N° 16 Gap Way, a thatched cottage, required the urgent attendance of the fire brigade. In the event a small private car parked in the lane prevented the fire brigade reaching the cottage and bonfire. It is essential, therefore, that any new development does not lead to parking in the lane with the consequent impact on access, safety and the telephone exchange.

Off-road parking is essential in this location. Woodcote Neighbourhood Plan Policy T8 requires 1 off-road parking space per bedroom. Woodcote Parish Council note the provision of 4 parking spaces for each new dwelling but are concerned that the dimensions of the garages, which provide 2 spaces per dwelling, are inadequate and will lead to on-road parking. Garage dimensions should be checked.

Ownership of the lane is unknown. Whilst Woodcote Parish Council has confirmed that neither Oxfordshire County Council nor South Oxfordshire District Council own the lane the Parish Council remain concerned about access rights to the lane.

2. Overdevelopment

Woodcote Parish Council note the failure of the application to satisfy the distance between habitable rooms of properties and to existing buildings. In particular the back-to-back separation of the proposed 4-bedroom property and the glassed home office/living room of N° 16 Gap Way is, at some 15m, 10 less than the required 25m. The application fails to meet other minimum separations.

3. Un-neighbourliness/ Loss of privacy to No 16

The proposed 4-bedroomed property replaces a chalet bungalow with a single-story rear extension, with a two-story property. As such, both proposed properties have second story rear views into the private garden and home office/living room of N° 16 Gap Way resulting in a new and significant intrusion into, and loss of, privacy. Some screening from ground floor view lines is provided by a laurel shrub in, and on the edge of N° 16's garden that provides some privacy and this, and its roots, must be protected during any construction. All trees and hedges in the garden of No 16 Gap Way must be protected with, among other protection, adequate root protection zones during any nearby construction work.

In the event of hedge loss or tree damage all such loss or damage must be made good by the developer.

4. Trees and hedges

Woodcote Parish Council own a triangle-shaped piece of land on the southern border of N° 12 Gap Way. The hedge alongside this border must be conserved during any construction. All trees and hedges on this piece of land must be protected with, among other measures, adequate root protection zones during any adjacent construction work.

In the event of hedge loss or tree damage on this parcel of land all such loss or damage must be made good by the developer.

5. Disturbance and nuisance during construction

Site clearance at N° 12 Gap Way has already caused disruption to neighbours and prevented access to properties. To avoid noise and other disturbance during anti-social hours any construction work should be limited on:

- i. Monday to Friday to between the hours of 08:00 am to 06:00 pm; and
- ii. Saturdays to between the hours of 08:00 am to 12:00 midday.

No construction work should be permitted on Sundays and bank Holidays.

No vehicles associated with the construction, including the vehicles of those working on the site, must be permitted to park in Gap Way.

No vehicles delivering material, machinery or other loads associated with any construction on this site should be permitted to park in Gap Way except for the immediate and sole purpose of loading or unloading. Once loading or unloading is complete all delivery vehicles must be removed from Gap Way immediately.

6. Permitted development rights

Woodcote Parish Council has noted occasions of garages being converted into habitable or non-vehicle parking space. Because Gap Way is a single-track lane any on-road parking denies access to residents, emergency, service and BT vehicles and a condition should be imposed into any planning permission removing permitted development rights with particular emphasis on the maintenance of the garage space for vehicle parking.

6.1 Applications Granted by SODC

None.

6.2 Applications Refused by SODC

None

6.3 Other Planning Matters

None.

7. Finance To approve payments, 7th to 28th August 2021

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
19/08/2021	M & C Landscapes	TRANSFER	£1,524.00	Grass cutting July
19/08/2021	Forty42	TRANSFER	£744.00	Painting/mntnc of white gates
28/08/2021	J. Welham	SO	xx	August Salary
28/08/2021	L. Crockett	SO	xx	Litter picking August
28/08/2021	T. Smallbone	TRANSFER	£35.00	War Mem Garden Aug
			£3,944.51	

Approved.

Noted no receipts.

7.1 Quotations/Grants received for review/approval

Butler and Proctor Ltd quotation for installing the new bus shelter £400.00

Resolved to accept.

Premier Heating Quotation for Detection of Leak and Repair in Boiler Room £550.00

Resolved to accept.

Premier Heating Quotation for Replacement Taps x 3 and Toilet Seat plus fitting £574.00

Resolved to accept

The Chairman advised that he is awaiting a quotation from the third architect. He raised the question of how we conduct the review of the architects and keep the commercial information anonymous.

The Vice Chairman proposed that the PC hold a separate meeting under confidential session.

This was agreed and resolved to be 8th September 2021. Chairman to advise the 3 architects and confirm they can attend on the 8th.

8. Village Green Terms of Reference – review.

The Draft Terms of Reference had been circulated prior to the meeting. The Vice Chairman had a question on receiving of the minutes in the document, this was resolved. Cllr Booker requested a change to 1.5 to state that the PC agree the seasonal plans for all sports fixtures, and any other variations such as charity matches etc. this was agreed.

With these amendments, resolved to accept and issue document for the rest of this financial year, subject to review April 2022.

9. To receive Minutes from Other Village Groups – to receive minutes from working groups.

Minutes of the VHC meeting 9th August had been circulated. Cllr Aldridge advised he would accept the minutes but he stated they did not reflect the meeting. The members discussed at length.

Resolved that Cllr. Aldridge email his points to VHC Chairman G. Botting.

10. Other Matters for Chairman to consider any matters arising after agenda published.

The Chairman advised that he had carried out two Zoom sessions showing the new Parish Online Application, there had been limited attendance from members. A further session was set up for next Monday at 7.30pm.

The Chairman asked if any Member was prepared to take up the project of the public survey for the list of potential projects for village improvements. Vice Chairman requested that this be an Agenda Item for the PC to discuss how the survey would be conducted first and then a member take the project. Agreed to include on next Agenda.

The Chairman of the VH Trustees asked if the Parish Council had any objections to them carrying out painting the wooden Dado Rails in the Function room. The VH Trustees will fund this work. The request had a mixed response however majority agreed and resolved for this to go ahead. The Clerk (manages the hall) to be kept informed of when the works will be carried out.

11. Correspondence – to consider & review any received. – None.

The Chairman advised he had another letter from a resident about the grass cutting, it appears that although the area in question is not on the schedule, the previous contractors had been cutting it. The piece of land in question is not owned by the PC or OCC it was left in ownership of the original builder who is now not trading, the land has reverted to the Crown. Resolved to ask current contractor to cut this area and review the position for next years contract.

An Email regarding attending a session on Planning Appeals had been circulated, it requested people who have recently commented on an Appeal to attend. Vice Chairman and Cllr. Aldridge agreed to attend, Clerk to reply.

The Clerk had circulated a further email from the resident who had previously requested a pathway be stopped up and re routed as he had experienced antisocial behaviour to his property.

The Clerk had received information from OCC as they own the footpath, cost would be incurred which the PC would need to pay.

The position was discussed at length and there is concern about the re routing will not necessarily prevent further behaviour and, would set a precedent for other such pathways around the village to be changed.

Several trees would need to be removed affecting the outlook of the area.

Resolved that the pathway should remain as current.

Meeting closed 21.40

13. To note date of the next PC meeting: Parish Council Meeting Wednesday 1st September 2021.