

WOODCOTE PARISH COUNCIL

MINUTES of the Parish Council meeting Wednesday 19th May 2021 at 7.30pm.

PC MEMBERS

Chairman	Mr. R. Peirce
Vice Chair	Mr. M. Smith
	Miss. H. Booker
	Mr. S. Lawson
	Mrs. B. Hough-Robbins
Parish Clerk	Ms J. Welham

1. To receive apologies for absence.

Mr. G. Botting, Mr. D. Booth, Mr. R. Fletcher

Mr. M. Aldridge did not attend.

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.

Six MOP present.

Two residents spoke regarding the footpath from Folly Green into Wayside Green, this path dog legs and is very dark at night as it has one street lamp at the Folly Green entrance. They have had damage caused to their property by stones being thrown over the wall that have damaged their glass conservatory.

This footpath attracts youths as it is dark and out of sight. The residents requested that the footpath be stopped up and its route be taken straight through the tree line as then the street lighting at the other end will help light this path.

The Chairman advised that this path is likely owned by OCC, this was confirmed by another resident present who is the footpath rep for Woodcote Conservation Group. The Vice Chairman advised that it is not a straightforward procedure to get a footpath rerouted. The matter was left that the PC would check this with OCC.

Two residents spoke and gave a verbal presentation regarding the anti social activity that occurs regularly in the bus stop on the village green adjacent to the Goring Road. This behavior includes, shouting, swearing, drinking, loud music, smoking weed and urinating. The issue is long standing and has been prevalent for several years. It is not limited to night time and often occurs during the day, bus users often cannot use the shelter due to the youths inside, and the dirty smelling state of the shelter. They presented video evidence of the activities.

The residents who spoke require the PC to look seriously at this problem and replace the bus stop with one that is more up to date and not so enclosed, they had been in touch with Littlethorpe a bus shelter manufacturer, alternatively move the bus stop to another location.

The Chairman advised that the PC would need to look at available funds for such a project and that there are many other projects on the long list. The PC are planning to consult the entire village to ask them what they would like prioritised so projects can then be listed by priority and funds allocated.

Cllr. Booker spoke stating that the PC had in fact at a February PC meeting agreed to replace the shelter in question and that she as well as the Clerk had been looking at alternative designs and prices.

The Vice Chairman asked the residents their priority, to replace the shelter or not have the bus stop where it is currently located. They replied that if funds are not forthcoming for a shelter, removed the shelter and just have a pole for the bus stop.

The discussion was left that the PC will look at this issue and the residents made it clear that they will continue to lobby for action.

4. To approve Minutes of the Annual Parish Council Virtual Meeting held on 5th May 2021.
Correction to Item 11. To read as follows Cllr Booker suggested that the councillors all look around their designated areas and report relevant issues on fix my street, as a first point of trying to get any issues fixed by relevant bodies. The Chairman then further suggested that if there were any issues seen that the PC ought to be addressing, then councillors should report them back to a future PC meeting. This was agreed.

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/S0765/HH (Householder) Other Proposal: Variation of condition 2 Approved plans on planning application P19/S0044/HH. Single storey extensions, front and rear and two storey extension. Address Woodlands Green Lane Woodcote RG8 0RT.

Parish Council have no objections.

6.1 Applications Granted by SODC

P21/S1007/HH Application proposal, including any amendments Single storey rear extension. Site Location 14 Bensgrove Close Woodcote RG8 0SJ.

P21/S0775/HH Application proposal, including any amendments Single storey front and rear extensions and first floor side extensions. (Amended by plans scaling back the first floor side extension.) Site Location Foliejon Goring Road Woodcote RG8 0QE.

6.2 Applications Refused by SODC

None

6.3 Other Planning Matters

None

7. Finance To approve payments, note receipts.

List of Payments 7th May to 28th May 2021

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
20/05/2021	M & C Landscapes Ashridge	TRANSFER	£1,422.00	Grass Cutting March/April
20/05/2021	Surveyors	TRANSFER DEBIT	£2,220.00	VH survey & Mtn report
26/05/2021	Smart survey	CARD	£54.00	Software mothly
27/05/2021	Oxit Ltd	DD	£12.00	Cloud back up
28/05/2021	T. Smallbone	TRANSFER	£35.00	War Mem garden Ap
28/05/2021	J. Welham	SO	£1,426.81	May Salary
28/05/2021	L. Crockett	SO	£214.70	May litter picking
			£5,384.51	

Approved

Noted no receipts

7.1 Quotations/Grants

The Clerk updated that she has obtained 2 quotations for the renewal of the fencing to rear of VH car park and is awaiting a third. When received Clerk will present at the next available PC meeting.

8. Agar – Annual Governance, Accounting statements, review complete and sign.

The Clerk presented the Agar pages for Annual Governance, Internal Audit, Annual Accounts

The Chairman checked the documents and the Clerk explained one of two items to the Chairman that were queried.

All was noted as correct, the Chairman duly signed as well as the Clerk/RFO.

8.1 Notice of Electors Rights – review and agreed dates

Previously the Clerk had incorrect dates so the timescale was wrong. The Clerk presented the notice for this year to commence 7th June running until 16th July. The Chairman checked the dates also another Councillor and the time scale was correct. There was one correction to the Notice it stated Monday 4th June as date to publish which should be Friday 4th June 2021.

9. Internal Audit Report – review.

The Clerk had circulated the report prior to the meeting. The items recommended for attention on the report were raised with the Clerk, advising that the majority of the recommendations had been actioned.

Now the PC has a Debit Card the Internal Auditor advised that the Petty Cash should be defunct, all agreed that Petty Cash was no longer required. Clerk to action.

10. Parish Councillors Areas of Interest – review.

The Chairman opened by advising that now he is Chair of the PC he will stand down from his role on the Village Hall Trustees. It was agreed Cllr. Booker would replace him, the Trustees will decide if Cllr. Booker should become a Trustee.

Vice Chairman raised the matter of the Chairman of the PC attending Npag meetings the agreement was that the Chairman of the PC could not have a vote or be Chairman of Npag. He requested that Npag should revert to the previous Chairman G. Botting. It was agreed that this be recommended to the group by M. Smith at their next meeting.

Vice Chairman agreed he would continue to represent the PC on the Community Centre committee.

The Primary School are looking for a governor and there is no member available to cover. The Vice Chair suggested that the Vicar could be approached.

11. Financial Regulations – review

The Clerk had circulated the new model Financial regulations prior to the meeting. She pointed out some small differences which were agreed. The Parish Council resolved to accept the new Financial Regulations.

12. Village Hall Maintenance – review.

Chairman had been working on the maintenance schedule for the VH given by the surveyors report and inspection. He had checked the section regarding water ingress and the 3 quotations obtain do not seem to address all the issues.

Resolved that the Clerk would send the schedule details to each contractor who quoted asking if their quotations covered all the items and report back.

Cllr. Lawson asked when would the PC discuss what was going to be covered in term sof the ongoing maintenance of the VH following the report. Or are the PC looking at a bigger project for replacement of the rear and side extensions? The Chairman stated that if this would need to be in 2 phases and considerable funds would need to be raised, however grants areavailable for renewal rather than maintenance.

The Clerk updated the PC on the recent water leak into the gents toilets from the flat roof. She had spoken to Bondright Roofing (who installed the flat roof) to come and inspect and they were due to attend on Friday. Cllr. Booker strongly advised that she felt this company should not be used and did not carry out work to a good standard.

13. Neighbourhood Plan 2 Consultation Review.

The Chairman gave an update, there had been 75 responses in total from residents, 2 from agents and a few anonymous. 93% said that the plan covered all aspects with 79% in support of the plan.

The most concerns were over traffic impact on the Reading Road.

SODC had sent their reply and had made several points. The Chairman, Vice Chairman and Cllr, Botting will draft the reply to SODC.

10. Reports from Other Village Groups – to receive reports from working groups.

The Village Green Committee are requesting a more formal arrangement with the PC. Cllr. Booth to draft an Agreement. The Clerk had circulated the Terms of Reference that had been agreed with the VGC & PC some years ago.

Police – PC B. Taylor had advised that the “have your say “ meetings will begin to resume.

Vice Chair proposed that the title for the agenda item should be change “To Receive the Minutes from Other Village Groups”. This was seconded and the item resolved. Clerk to action.

11. Other Matters for Chairman

The Clerk advised that the Football Pitch maintenance Agreement previously presented and changed by the PC had been accepted by the FC and VGC. It had been returned signed and now need the signature of the PC. The Chairman duly signed, Clerk to return a copy to the VGC Chairman.

The matter of renting the triangular plot of allotment land next to 12 Gap Way was raised as there had been interest shown by a resident of Gap Way to rent this plot and retain it in its current condition as garden.

It was noted that the PC had agreed to offer the rental to developer S. Claridge, who is developing 12 Gap Way, but no formal agreement had yet been drawn up. It had been brought to the PC's attention that this plot was already being used for parking of contractors vehicles working on the site of 12 Gap Way. The PC agreed that this was not acceptable given that no agreement had been signed. Resolved to rent the plot to the resident, Clerk to action.

16. Correspondence

None.

17. To note date of the next PC meeting: Parish Council Meeting Wednesday 16th June 2021

Meeting closed at 10.00