

WOODCOTE PARISH COUNCIL

MINUTES of the Parish Council Virtual Zoom meeting Wednesday 7th April 2021 at 7.30pm.

PC MEMBERS

Chairman	Mr. R. Peirce
Vice Chair	Mr. M. Smith
	Mr. G. Botting
	Mr. S. Lawson
	Mr. R. Fletcher
	Miss. H. Booker
	Mrs. B. Hough-Robbins
	Mr. D. Booth
	Mr M. Aldridge
Parish Clerk	Mrs. M Holloway (deputising)

Present District Councillors Jo Robb & Lorraine Hillier

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.
Two MOP present. One for planning application, one to observe

4. To approve Minutes of the Parish Council Virtual Meeting held on 17th March 2021.
Approved as a True Record. Note for Clerk that there was no page 102 but it was pointed out that re-pagination would impact the Minutes of 24th March.

To approve Minutes of the Extraordinary Parish Council Virtual Meeting held on 24th March 2021.
Approved as a True Record.

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

Cllr Botting mentioned an email of thanks to the Npag group. Chair would send email.

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

P21/S0775/HH (Householder) Other Proposal Single storey front and rear extensions and first floor side extensions. Address Foliejon Goring Road Woodcote RG8 0QE

Cllr Booth - Adjoining properties have expressed concern regarding scaffolding against both boundaries. Verona concerned about scaffolding needed with just 350mm between boundary line and fence running up close to driveway to house. Risk of damage and falling debris on drive.

Colebrook have similar concerns about scaffolding required for erection of wall and roof, with a 1 metre gap between houses reducing to 30cm towards the front.

The first-floor extension will extend in front of Colebrook and visually will be an oppressive, dominating visual affecting the light into both ground floor and first floor rooms. Upstairs window at Colebrook is currently 5m away from the the existing side wall of Foliejon.

House to remain at four bedrooms with first floor footprint the same as ground floor. Sloping roof will be removed for first floor extension. Extension at rear will remain same height with two Victorian lantern rooflights.

Main concern, sloping roof removed and impact on light on two windows on Colebrook.

Applicant was invited to speak with regard to application. Applicant has spoken to Colebrook with regards to corner of building and has suggested that the first-floor extension be stepped back by 350mm. Plans not set back as far as shown. 1m gap alongside boundary sufficient for two board scaffolding and for limited time to allow wall and roof to be built. Gap between front of house and hedge is wider than stated at 650mm and not 300mm as hedge overhangs and makes gap appear smaller.

Chair - Property occupies full width of plot raising degree of concern regarding little space on either side. Applicant advised that scaffolding will not be a problem at Colebrook boundary with Verona more difficult as scaffolding will overhang boundary, which is a legal rather than planning issue.

Vice Chair – substantial increase of bulk of plot – cannot approve but will reconsider re amendments.

Cllr Booker not convinced that the light will be an issue looking at the satellite image. Colebrook heavily covered by trees that contributes to loss of light. Revised plan.

Cllr Fletcher – As a North East aspect direct light is not the issue but the extension is too far out and an overpowering look.

Cllr Botting visited property with Cllr Booth. Agreed that overhanging scaffolding on Verona boundary was a legal issue. Plan has impact on light on Colebrook's ground floor window with extension very close to Foliejon. Cllr Botting cannot support plans as presented and must see modified plans.

Vice-Chair agreed with Cllrs Booth and Botting that this is substantially increasing the bulk of house on very tight plot, cannot approve as it stands but will reconsider amendments.

Cllr Booth's proposal is to recommends a refusal of application: closeness of extension dominating to occupants of Colebrook. Seconded by Chair: an over-shadowing over-powering and un-neighbourly effect. Applicant may come back with modified plans addressing points raised this evening.

Recommend refusal of application closeness of extension is very dominating and oppressive to occupants of Colebrook.

Unanimously agreed to recommend refusal of application as presented.
Chair thanked applicant for speaking. *Applicant left meeting*

Jo and Lorraine welcomed.

P21/S0827/HH Other Proposal: Single storey rear extensions. Address 48 West Chiltern Woodcote RG8 0SG.

Cllrs Lawson and Fletcher were able to see property and speak with neighbouring properties. Two elements consisting of brick-built extension of kitchen area, with lantern light in roof. There is no impact on blank wall of property adjoining. Second element is a utility area in form of glazed conservatory to side of property, with glazed roof within boundary. No objections from neighbouring properties, other than a concern regarding the sewer drain run between 47 and 48 and the risk of damage during works.

Cllr Lawson's recommendation is a response of no objection with the caveat building inspectors to pay great attention to drainage runs. Chair seconded. Proposal no objection with note to building inspectors that application be approved with cautionary note with regard to drainage run. Unanimous recommendation.

P21/S0768/HH (Householder) Erection of a greenhouse in rear garden. Address: Weevil Cottage Oxford Road Woodcote RG8 0PG.

Cllr Booker – This wouldn't normally be subject to planning but is in garden of Grade 2 listed property. Cllr Booker has viewed the heritage statement for and image of 2.5m x 2m wide structure and has no concerns with regard to listed property. Cllr Booker recommends that support for this application. Chair seconded recommendation as no impact on garden of neighbouring property.

Unanimous support

P20/S4825/FUL (Full Application) Minor **Amendment** No. 1 - dated 21st March 2021
Proposal Demolition of existing house, construction of two houses (amended plans received 21st March 2021, reducing height and floor area of unit B and increasing parking provision). Address Woodhaven Reading Road Woodcote RG8 0QX.

Cllr Fletcher and Cllr Lawson. Revisitation of application at garden centre. Insufficient parking area has now been increased and houses moved about further 4m apart. House B is now a chalet bungalow with lowered roofline and squared off. Refuse collection area moved so refuse vehicles can collect from roadside rather than entering property. Now satisfied with parking Cllr Lawson queries whether the access is sufficient for emergency vehicles.

Vice-Chair queried whether 3rd parking space for Unit A could be made parallel to house.

Chair advised that comment should be made that third parking space would be less obstructive to overall access if lined up closer to unit A and made parallel to building.

Cllr Booker noted that width of access is 3.5m whereas this should be a minimum of 3.7m to allow access to emergency vehicles.

Proposal is that no objection in principle but wish to see the plan amended to show third parking space for bungalow A to be moved closer to building, so that entrance into site is a minimum of 3.7m clear.

All agreed.

Certificate of Lawful Development for Conversion of garage into habitable accommodation at 14 Bensgrove Close Woodcote RG8 0SJ REF: P21/S1010/LDE

Chair advised that councillors were not able to comment but just note. Chair asked whether conversion has taken place. Cllr Botting was due to visit property regarding extension at rear at back of property to be discussed at forthcoming meeting.

Plans show development of garage into accommodation has taken place. Difficult to comment. Could become a material factor in consideration of the planning application in two weeks. Cllr Botting advised that Clerk has asked SODC for an extension.

6.1 Applications Granted by SODC

P21/S0307/HH Application proposal, including any amendments. Proposed single storey side extension and new flat roof over the existing rear annexe. Beech Croft, Beech Lane, Woodcote RG8 0PY. Note application approved. Decision notice has been circulated.

6.2 Applications Refused by SODC

None.

Jo and Lorraine invited to speak.

SODC report – Jo Robb

At last full council meeting SODC have agreed by narrow margin on a joint local plan with Vale of White Horse. Jo shares key concerns regarding local accountability and democracy regarding joint local plans but is hopeful can come to appropriate governance structure that ensures proper accountability, participation and representation. Oxfordshire 2050 where housing numbers and areas of growth will be decided - not at local council level by District Councils.

Also, support package agreed for GLL to allow leisure Centres to re-open on 12th April. Of critical importance that leisure centres are open for residents.

A number of motions passed. Dark Skies – unanimously supported motion asking planners to encourage developers to take into consideration the protection and preservation of dark skies.

Cllr Hillier gave update on Business grants. There has been a delay in awarding some grants with the implementation of more thorough vetting and more cautious in awarding the one-off payment Start-Up grants. Vetting partner to commence on 13th April and grants awarded until 31st July. Cllr Hillier is hopeful that grants will be received towards end of April as urgently needed by businesses re-opening. Queries can be directed to Cllr Hillier.

Local Elections – 6th May. Polling clerks are needed with information on the SODC website. Two By-Elections for District Councillors, Police & Crime Commissioners and County Councillors.

Below is further discussion on joint Local plan, also offer to call in P21/S0775/HH_Foliejon planning application.

Jo explained that joint venture now as SODC and Vale at same point in looking at new plans, also dovetails in with Oxfordshire 2050. Joint Local plan will step in behind Best ways to influence Ox 2050 and that outcome is appropriate and needed in this district. Next Local plan is 3-5 years. 2024. Cllr Robb may be able to send timetable if not confidential. RP highlights the importance of NHP in terms of local planning policies when district wide policies are much wider. Has been pointed out to cabinet.

Cllr Robb - Regarding P21/S0775/HH - Objection to application for being overbearing, over dominant, and un-neighbourly. Would WPC like this called into planning committee?. Chair hopeful that applicant will take on board comments in terms of possible amendment but in the event that officers are minded to approve the application as it stands, yes, consensus is that WPC would like Cllr Robb to call it in. Cllr Robb will call in but this can be revoked if plans amended.

6.3 Other Planning Matters

Hazell & Jefferies – Saw Mill Depot

Vice-Chair advised that he did not have plans. Increasing number of vehicles at depot is of concern to WPC and the creation of another depot at Goring Heath

Concern is the additional HGV traffic generated and moving through Woodcote. There are already an increasing number of vehicles at depot on Pot Kiln Lane and Long Toll. Both roads are not good enough for increase in the number of vehicles

Cllr Hough-Robbins lives on junction of Long Toll and Pot Kiln lane and witnesses the extent of the frequent vehicle movements during the day and throughout the night. She believes there is a curfew but would need clarification. Parked cars cause an obstruction to the lorries and blocked roads. As depot is in GH, H&J should use GH exit as opposed to using Long Toll and coming through Woodcote. State of road is poor as a result. Cllr Hough Robbins concurs with all points raised in letter received.

Chair - with application site in Goring Heath, we have strong grounds to ask for strongly conditioned or a legal agreement that lorries should leave site down road to junction with Goring Road, leaving either left to crossroads at Crays Pond or right via the Goring Road through village, neither of which are ideal, but better than back road to find way out towards Reading.

Chair invited comments from Cllrs Robb and Hillier. Both have received email from a very concerned resident and Cllr Robb has spoken to resident. The application goes to Traffic Commissioner (TC). Cllr Robb's understanding is that SODC and OCC are consultees, whereas WPC is not. She does not know whether residents are consultees, although can understand that residents may feel concerned about expressing views freely in public forum. Cllr Robb has asked SODC planning, forwarding resident's email, and has asked SODC to provide a very robust response from the council in view of highway safety and neighbour amenity but that deadline is tomorrow (8th April). Email from Paula Fox SODC Planning Manager has said Tom Wyatt Planning Officer is on this. Cllr Robb concerned that TC is in Leeds and has no knowledge of Woodcote. Cllr Robb very worried that there may be no local representation at this hearing.

Chair - Have SODC planners made representation to TC? Important that decision not made at a distance without strong local input. SODC along with OCC as highway authority to influence Traffic Commissioners

Cllr Robb has emailed planners. TC will not understand distinction between two sites. 1 – extra HGV's unacceptable on Pot Kiln Lane. 2 - Penny Royal site problematic as in AONB but there is less impact on residents and safety for people. If forced to make choice then PR marginally less awful than Pot Kiln Lane. Cllr Robb has emailed Kevin Bulmer on this.

Cllr Hillier suggests Cllr Robb sends email this evening on back of parish meeting to Tom Wyatt, cc Paula Fox, and Kevin Bulmer at OCC and also Mark Stone, Chief Executive.

Chair – WPC has strong objection to any increase in HGV lorry movements from Pot Kiln site entering Woodcote parish. Site is in predominantly residential area with extreme resident concern. Strongly support views of Goring Heath parish council residents.

JR and LH left meeting at 8.40 pm

7. Finance To approve payments, note receipts.

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
01/04/2021	SLCC	Debit Card	£208.00	Annual membership
01/04/2021	OALC	Transfer	£498.75	Annual membership
01/04/2021	CLT Network	Transfer	£150.00	Annual membership
08/04/2021	OCC	Transfer	£90	TVERC data search
		TOTAL	£946.75	

Payments Approved

Note re CLT Network – Vice Chair would like to continue. Chair agreed. Clarified CLT provide advice and training.

7.1 Quotations/Grants

Nothing to approve

7.2 Approve Reserve Funds – Clerk had not given final figure. Pass to next meeting.

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

Village Hall

Cllr Booth – Village H meeting on 12th April. Village hall beginning to open on 12th April for limited amount of use, mainly from children-based activities allowed to start. Cleaner comes off furlough.

Village Green

Cllr Booth reported that BT Hedge is growing out onto village green and is still not being cut by BT. Cllr Booth questioned whether WPC cut the BT hedge on the village green side, keeping it off the village green, preventing brambles and weeds from creeping on to village green.. Clerk has continually asked but BT not responsive.

Note to Clerk to have final determined push on this, email and letter BT should accept responsibilities or may have to resort suggestion that WPC have it cut and send BT the bill.

Increased activity on Folly Field has resulted in additional rubbish and there a need for a rubbish bin installed on the footpath that runs parallel to the Goring Road. People gather at the two benches and with no bin near-by, rubbish is dumped. Check with Biffa that they are happy to empty other bins on Folly Field. Proposal that Clerk should (a) contact SODC regarding intention to install a further rubbish bin near the two seats, (b) check Biffa happy to add to schedule for emptying and, (c) obtain a quote for bin and installation.

Wooden fence next to carpark is beginning to rot at base of posts – do we repair or replace. Owned by parish and WPC are responsible for maintenance. Clerk to obtain quotations for replacement of fence rather than repair if the fence has gone beyond economic repair.

Cllr Botting raised query regarding quote and what should be asked for – concrete or wooden posts? Concrete is ugly but last longer. Wooden looks better but rots. Chair suggested Bouchier's Fencing as have advanced treatment plant. Wooden posts have a certain lifespan, but good value for what you get. Concrete does not look attractive. Bouchier are local and one we would want to support providing receipt of a satisfactory quote.

Cllr Lawson suggested opening account and ask for trade account – Chair advised that Clerk should be able to negotiate trade terms without need for an account. We would like to investigate how most favourable quote can be obtained with Bouchier. Vice Chair reminded councillors that Bouchier provided the posts for the village sign at no cost. Cllr Booker added that Bouchier could supply but a separate quote would be needed for installation of fence.

Village Green committee have commented that grass cutters appear to have done a very good job following change of contractor. May write and commend them for their efforts once established.

Vice-Chair re VH maintenance – really should be done regardless of flat roof extensions with £5,500 this year and £26,700 next. Some jobs should be brought forward with £15K in village hall reserves. Should be getting quotes for pieces of work. Principle job this year is sorting our roof and wooden boards affected by ingress of water. Identifying detailed package of work.

Cllr Botting – Vice-Chair's note helpful. Short package £5.5K , 2nd package of £26.7K could pull some forward. Recommended VH trustees host a meeting to which PC will be invited to work through the works needed within the context of deciding what is to be done with village hall in the long term. Defer bringing forward £26.7K and have physical meeting in June (?) to decide the long-term plan for the village hall.

Chair suggested a distanced meeting in May to decide where we go with the VH, and potential future developments.

Cllr Booker – looked back at Minutes from 17th March we did agree that clerk would get quotes for immediate guttering repairs and roof tiles and that this was already be in process.

Vice-Chair - complication for rainwater goods in that includes guttering on flat roof part. Some work does need to be done. Repainting soffits could be delayed whereas gutters cleaning and downpipe protection should be done. Clerk has started the process but struggling to get someone to look. Specification needed as to what exactly needs quoting for.

Police

Cllr Booker circulated response from PC Taylor. No other communication received.

Cllr Lawson - regarding ASBG, given the impending expenditure on VH and impact on budgets, is there anything for ASBG. Is it worth continuing with proposals? Chair - yes, we should continue. PC have to fund necessary work on VH, but this benefits ASBG.

Vice-Chair recommends two separate reserves – a revenue reserve to cover VH maintenance and Capital reserves to cover ASBG and other projects. Once NHP is out of way, there should be consultation with village to establish priorities for capital projects. See what residents have to say.

Cllr Booker – not agreed that any ASBG costs would be a capital. Listed but not resolved. Agreed that they would be part of consultation. Cllr Booker said not voted on. Chair advised that this would have to be revisited which will need time to clarify. Response to Cllr Lawson is that it is worth continuing work and projects re ASBG and area around VH.

9. Other Matters for Chairman

None

10. Correspondence

None

11. To note date of the next PC meeting: Parish Council Meeting Wednesday 21st April 2021

Meeting closed at 21.04

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