

WOODCOTE PARISH COUNCIL

MINUTES of the Parish Council meeting held in the Function Room, Village Hall, Woodcote
Wednesday 19th February 2020 at 7.30pm.

PRESENT

Chairman	Mr. R. Peirce
Vice Chair	Mr. M. Smith
	Miss H. Booker
	Mr. A. Crockett
	Mr D. Booth
	Mrs. J. Farmer
	Mr. G. Botting
	Mr. R. Fletcher
Parish Clerk	Ms. Jenny Welham

1. To receive apologies for absence
Mr. S. Lawson

2. To Received Declarations of Interest.

Cllr. Crockett has an interest in Planning application P20/S0409/D

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.
One member of the public present to observe.

4. To approve Minutes of the Parish Council Meeting held on 5th February 2020.
Approved as a true record.

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

The Clerk advised on action taken to source a fire proof filing cabinet for the PC office. She advised that the costs were high, a single draw cabinet costing £690, giving 60 minutes, and a Double drawer costing £872, giving 120 minutes of cover.

Clerk took the action to investigate other off site storage sources and costs.

6. Planning Applications to discuss and agree Councils response.

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P20/S0332/HH (Householder) Application Type Other.

Proposal: Single storey front entrance porch for disabled access requirements Address: 1 Baldons Close Woodcote RG8 0SQ.

The Parish Council Fully Supports this application.

P20/S0342/HH (Householder) Other Proposal: Proposed single storey rear and front extension.
Address: 6 Hagbourne Close Woodcote RG8 0RZ.

The Parish Council have no objections to this application but do have a concern regarding the flat roof having an adequate drainage system for water run off, this will be raised in their reply to SODC.

P20/S0409/D (Demolitions Notification) Application Type Other Proposal: Demolition of existing detached garage Address: 25 Croft Way Woodcote RG8 0RS.

The Parish Council Have no objections.

P20/S0442/HH (Householder) Other Proposal: To remove porch/shelter and replace with WC and cloak room extension to front of house. Address: 18 Grimmer Way Woodcote RG8 0SN.

The Parish Council have no objections.

6.1 Applications Granted by SODC

P19/S4068/FUL Application proposal, including any amendments Demolition of existing dwelling and erection of a replacement detached two storey 4-bedroom dwelling and boundary line moved to facilitate access to property at the rear (car parking layout revised to provide four spaces and larger rear gable and first floor side window moved to eastern side elevation as shown on amended plans received 13th January 2020). Location 14 Bridle Path Woodcote RG8 0SE

6.2 Applications Refused by SODC

None.

6.3 Other Planning Matters

Vice Chairman gave an updated on the SODC Local Plan and actions taken by Sue Cooper Leader of SODC District Council.

The Vice Chairman referred to the Planning Application P19/S4050/FUL, this application is going to Planning Committee on 26th February. The PC objected to this application and had some concerns about the vision splay and the reduction of hedging and trees. The Vice Chairman agreed to go and speak for the PC on this matter and Cllr. Booker agreed to accompany him.

7. Finance

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
06/02/2020	HMRC	SO	£254.00	Monthly contributions
11/02/2020	RES Systems Ltd	885	£144.00	6 mnth fire panel service
18/02/2020	Kings Tree Care Services Ltd	TRANSFER	£228.00	Remove fallen tree folly fld
28/02/2020	J. Welham	SO	£854.20	Feb Salary
28/02/2020	L Crockett	SO	£221.90	Litter Picking Feb
			£1,702.10	

APPROVED

Receipts Noted 1st January to 19th February

Date	Cash Received from	Receipt Description	
03/01/2020	CCLA	Deposit Acct interest	£11.96
31/01/2020	CCLA	Property fund	£1,157.60
05/02/2020	CCLA	Deposit Acct	£11.51
22/01/2020	SSE	Wayleave	£2.00
		Total Receipts	£2,848.26

7.1 Quotations/Grants

The revised quotation for Tree Planting from Kings Tree Care Services had been received and emailed to Councillors prior to the meeting.

The PC discussed the quotations noting aspects of planting and aftercare in their decision. They resolved to award the work to Robert McDowell with the proviso that he would source the trees within the next 28 days and plant them as soon as he receives them, also any trees he planted that died within the first year of planting would be replaced at his cost.
Clerk to advise.

8. Budget FY2019-2020 Report /CIL & Sec106 Reports – Review reports.

The Clerk had circulated the receipts and payment report that shows how the categories are tracking against budget. There were no questions.

The Clerk suggested that some more of the PC Funds should be deposited in the CCLA deposit account or The Local Authorities Property Fund as some funds in the current account are not yet being used such as CIL Funds and Neighbourhood Plan Grant.

It was resolved that the Clerk would obtain up to date value of the Property Fund and circulate to the PC, at the meeting on 4th March decision on the amount to be transferred .

The CIL Funds were discussed and the amount from the Old Bus Depot showing as reserved was discussed. This amount currently will be allocated to Henley Leisure Centre, as this was in the legal agreement for this development. The SODC Officer who administers the CIL Funds is checking into this matter.

The amounts remaining in Sec 106 Funds for Olga Mowforth House that need to be claimed by 2021 are towards village hall improvements and outdoor sport. The PC requested that the VHMC to review their current projects and put forward a case to claim these funds.

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

VHMC – The Lease between the Parish Council and the VHMC was presented. The PC resolved to sign this Lease effective from 1st April 2020 for a term of 7 years. The Chairman signed both copies, one for the PC and one for the VHMC.

The Chairman thanked Cllr. Booth one of the Parish Council representatives on the VHMC for his work in preparing and putting the lease together.

The Vice Chairman who represents that Parish Council on the VHMC showed a picture of the proposed colour scheme for the Main Hall redecoration due to commence during the Easter Holidays in April. There were no objections.

NPAG – Met on 13th February, reviewed and agreed the paper on the housing needs assessment and the Draft Plan 2. SODC Planning Policy Team have sent some inputs to some of the policies in the Plan. The Chairman of NPAG and another representative will meet with SODC to discuss their points.

Village Green – the Chairman will be meeting with Sam Peates the Chairman of the VGC to discuss improved communications.

The VG will meet on Monday 23rd Feb.

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

Vice Chairman raised the matter that the Clerk had suggested an Action List be kept and reviewed at each PC meeting. Suggesting it is reviewed under Matters Arising from the Minutes. The PC agreed to this.

Cllr. Crockett advised that he and his wife will again run the Great British Spring Clean in Woodcote which is a yearly event supported by SODC. The date is Sunday 23rd February, 23 people have volunteered to join, all Councillors are welcome.

The Clerk asked Cllr.Crockett to pass her thanks to his wife for taking on this event again this year.

Cllr. Booker volunteered to take on the role of being the PC contact with the Police and our Local PCSO's.

11. Correspondence.

None.

11. To note date of the next PC meeting: Parish Council Meeting Wednesday 4th March 2020.

Meeting closed 21.35

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

