

WOODCOTE PARISH COUNCIL

MINUTES of the Parish Council Virtual Zoom meeting Wednesday 6th May 2020 at 7.30pm.

PC MEMBERS

Chairman Mr. R. Peirce
Vice Chair Mr. M. Smith
Miss H. Booker
Mr. A. Crockett
Mr. G. Botting
Mr. R. Fletcher
Mr. S. Lawson

Parish Clerk Ms. Jenny Welham

1. To receive apologies for absence
Mr D. Booth, Mrs. J. Farmer, did not join the meeting.

2. To Received Declarations of Interest.
None.

3. Public Forum: Opportunity for members of the public to address the Council, the public may also
None.

4. To approve Minutes of the Parish Council Virtual Meeting held on 15th April 2020.
Approved as a true record.

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

Minute	Item	Action/Progress	Action By	Complete/ review date	Status
19/2/20 8.	Sec 106 Funds	1 application sent in for VH improvements. Application should be approved shortly, letter awaited.	Clerk	6/5/20	Ongoing
	Primary School	Letter to OCC regarding condition & ongoing maintenance, not yet sent.	MS	ongoing	Ongoing

No other matters.

6. **Planning Applications** to discuss and agree Councils response.
No new applications for consideration.

6.1 Applications Granted by SODC

P20/S0664/HH Application proposal, including any amendments Roof conversion, including front and rear dormers Site Location : Joca Beech Lane Woodcote RG8 0PY.
P20/S0596/HH Application proposal, including any amendments Rear extension, conversion of garage to utility room with new roof containing 3 bedrooms and bathroom. Site Location Green Meadows Beech Lane Woodcote RG8 0PX.

6.2 Applications Refused by SODC

None.

6.3 Other Planning Matters

The Vice Chairman gave an update in regard to the Chiltern Rise and Garden Centre development which he has been working on with the Oratory School and Developer Rectory Homes.

The original granted application which expired last year has been sent back to SODC for renewal.

There were some amendments sent to this application which the PC objected to primarily the footpaths along the Reading Road and not inside the development of Chiltern Rise.

The Vice Chairman has spoken to SODC Officer who is aware of the PC concerns and is aware that the path will go through the garden centre site to reach the Reading Road. The pathway to the two bus stops on the Reading Road has been objected to by OCC Officer as Tidmore Lane is not lit. A new drawing has been sent to OCC proposing an alternative pathway onto Tidmore Lane nearer the end/corner of the Lane, OCC response still awaited.

A new planning application for both sites is awaited and expected sometime this month. The PC agreed that it is important to finalise the footpath issues on the original application and thank the Vice Chairman for his continued monitoring of this application.

Cllr. Crockett referred to the recent email from SODC Planning in regard to planning application P19/S1665/FUL due to some internal changes to lay out a third bedroom had been added to the two bedroom semi. The application did not conform to the NHP Policy t* on parking spaces, the PC raised the matter with SODC Planning Enforcement. The Officer recently emailed closing the case stating that application P20/S1150/NM had been received and grant. Cllr. Crockett found this application and the plans on the SODC website and the plans showed three parking spaces per 3 bed semi so it does now conform to the NHP T8 policy.

7. Finance

Between

29/4 &

7/5/20

			Inc Vat which is reclaimed	
Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
29/04/2020	British Telecom	DD	£111.78	Monthly BB & Line Cloud back up monthly charge
01/05/2020	Oxit Ltd	DD	£12.00	
05/05/2020	HMRC	SO	£393.40	Monthly contributions
07/05/2020	Railtas BS LTd	Transfer	£148.80	Annual Support
07/05/2020	Landscape Group	Transfer	£1,077.43	April Grass cutting
			£1,743.41	

Payments Approved

Receipts noted between 16/4 & 6/5/20

Date	From	Receipt Description	
30/04/2020	CCLA	Property fund	£1,172.19
04/05/2020	CCLA	Deposit Acct	£28.59
		CIL Funds Lavant/Woody	
24/04/2020	SODC	Nook	£8,412.55
Total Receipts			£9,613.33

7.1 Quotations/Grants

None.

8. Internal Audit and FY 2019/2020 Annual Accounts – review and sign off.

Documents not yet received back from Internal Auditor, item deferred to next PC meeting.

Deferred to next meeting as paperwork not yet received back from Internal Audit.

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

The groups are not meeting due to the Covid-19 restrictions.

Village Green not met but have received a grant from the Co-op Community Support, further funds expected later in the year.

Village Hall MC no meetings their AGM is due this month, Chairman G. Botting will check with the Treasurer the position with the Charity regarding holding the AGM and if virtual meeting will suffice.

The Chairman invited Cllr. Helen Booker to give a report on all the work she has been involved in since the Coronavirus in Supporting the local residents of Woodcote.

Cllr. Booker advised that she was working on this as a “resident” not as a Councillor. Originally another lady was involved from outside the village but she has subsequently taken a step back and Helen is now taking the phone calls and emails from residents.

As well as arranging a leaflet drop to all houses in the village, Helen has personally spoken to:

- Head of Woodcote Volunteers – they have contacted all their usual ‘clients’ and provided them with the group contact details.
- Dr Amanda Gemmill at the Woodcote Surgery so they are aware of our details for any vulnerable patients they come across.
- Barbara Penniall – leader of the Knit & Natter group & of former Laurels Club.
- Direct contact with someone at Age UK Oxfordshire & our group details provided.
- Details of group registered for anyone that contacts SODC.
- Member of staff at Mowforth House.
- Member of SOHA staff that lives in the village.

There are approx. 72 volunteers and Helen has logged 41 requests for help. There have not been as many requests as first thought there could be, which is assumed as being down to people helping neighbours etc independently or once they have helped someone via this group, they stay in direct contact.

Initially included Crays Pond in the leaflet drop, there was the odd task there, before Goring Heath Parish Council set up their own group. Any requests that come to Helen are now redirected to them. Helen also carried out a couple of tasks for people in Checkendon who had been given the number by the surgery, before details were found for the volunteer group in Checkendon. Any requests from there are now also redirected.

The bulk of requests have been for shopping and prescriptions, with the exception of one lift to the West Berks Hospital and some post office visits.

Regarding the shopping requests, given the lockdown restrictions that came into force for everyone (as well as limits on items in supermarkets) a new approach was instigated a week or so in.

Consequently, Helen put together a list of local companies that could help supply the bulk of key items either by ordering over the phone or online; and also, able to deliver or offer contact free collection. All of this information is in the public domain, it was collated into one place. Helen provided this to people on email or dropped around a hard copy with the aim it help not only limit the number of items and requests volunteers were being asked to help with, but also to help people maintain their 'independence' while self-isolating or shielding.

It has been made clear that if people can find this useful then that is great, but to please do make contact for anything at all they need.

Helen spoke to both Londis & Chana's store quite early on and asked if at any point they find they aren't able to do delivery of items (as they have been offering), then please let her know rather than not offering that service anymore. Volunteers have helped out with a couple of delivery of items where these stores weren't able to.

Jo Robb SODC District Councillor for our Ward was approached and a grant of £250 for any costs to help people or to do with running the group was received. So far, only £20 has been spent on phone credit for the pay as you go sim being used for the group phone number. Some hand wash alcohol made to WHO standards was donated from a local Gin Distillery, top ups offered to the volunteers that have been carrying out tasks.

As there have not been as many requests, ideas of other schemes have been introduced so people could take part, s a way to feel 'useful' and do something positive. This includes posting details about scrub, face mask and laundry bag sowing schemes being run. While everyone that had made contacted was offered a 'phone buddy', everyone asked was happy without and no one has made contact asking for one. Helen checks in with people that have made contact every so often, especially if she has not heard from them for a little while.

The most recent scheme Helen 'coordinated' is to set up donation boxes around the village for donations to the Wallingford Food Bank, which also is covering those in need in Woodcote. A group of 3 / 4 people will take down the donations on specified days and then pick up boxes for delivery in Woodcote. So far, she is only aware of delivery to one household in Woodcote, but keeping an eye. Helen spoke to a teacher at Langtree (she offered her help as a volunteer) and she mentioned potential concern for some vulnerable students at the school, the teacher has been made aware of the Wallingford Food Bank contact details to pass onto colleagues.

NPAG not meeting but still working on supplementary documentation. There will be a delay as there are no consultations and the government have said no to any referendums until May 2021. There is no new update on the SODC Local Plan. The group will continue to work on the documentation to submit against the SODC Core Strategy.

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

The Clerk advised that there is a small amount of Sec 106 funds £2304.17 left on the Olga Mowforth house planning application to claim by 2021. This amount is allocated for Outdoor Sport. The Clerk advised that it is for items such as pitches, grounds, ancillary items relating to outdoor sport.

The Clerk suggested that the Cllr's representing the PC on the Village Green committee should speak with them to see what projects they have in the pipeline so these funds can be applied for to pay for it or be funds in part toward any project. Any projects to be discussed at a PC meeting before application is sent to SODC.

The Chairman asked if all members had been comfortable with the Zoom meeting all agreed. The next meeting is the Parish Council AGM on 20th May. The Clerk advised that election of the Chairman and Vice Chairman will be the first agenda item and invited councillors to send in their nominations prior to the meeting.

The Vice Chairman asked about frequency of meetings and if they should be reduced to one per month due to the lockdown and matters for business being very minimal. The Chairman suggested that this be discussed at the next meeting.

11. Correspondence.

None.

**11. To note date of the next Virtual PC meeting: Annual Meeting of the Parish Council
Wednesday 20th May 2020.**

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