

# WOOTTON PARISH COUNCIL

**Minutes of the Meeting of the Wootton (Abingdon) Parish Council held at 7.30pm on Tuesday 1<sup>st</sup> September 2015 at the Wootton & Dry Sandford Community Centre**

**Present:** Councillors Ludlow (Chair), Bristow, Carter, Fysh, Langley, Mann, Parker, Werrell, Westell and White.

## **1. PUBLIC PARTICIPATION**

### **a) To receive any representations from any member of the public present.**

Mr Derek Thomas addressed the Parish Council on the planning application on 237 Whitecross to which the Parish Council had objected on the grounds that the timber store was very close to the boundary of No 1 Sunningwell Road and the ground works suggested that it differs from the proposal in the application. Mr Thomas explained that the services had been installed to provide water for the garden and electricity for the store light. The store could be built under permitted development if its height was reduced by installing a flat roof. The ground works provided for a larger area than the base of the store as it would have a path around the outside.

## **2. APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Rayner and Shaw and County Cllr Johnston

## **3. DECLARATION OF PERSONAL OR PERSONAL AND PREJUDICIAL INTERESTS**

None

## **4. DISTRICT/COUNTY COUNCIL REPORTS**

None

## **5. MINUTES OF THE MEETING OF 14<sup>th</sup> JULY 2015**

The minutes of the meeting of 14<sup>th</sup> July were approved and signed by the Chairman

## **6. MATTERS ARISING**

### **a) Community Centre - Para 6(a)**

Cllr Fysh said that £2,670 had been raised at WADSTOCK and passed on the thanks of the Board to the Parish Council for its help; the event will be even bigger in 2016. Occupancy of the Centre had reached 43%. Bids from contractors were in process for the MUGA and car park. Cllr Bristow asked about the rates being charged for community events such as Community Coffee. Cllr Fysh said that the Community Centre had to operate as a business to be viable and charged commercial rates if the proceeds did not revert to the Community Centre.

### **b) Hedges and footpaths - Para 6(b)**

A response had still not been received from Oxfordshire Highways on the grass cutting programme. The pathway between Manor Road and Cumnor Road needed clearing.

### **c) Highways/ Traffic Diversions – Para 6(c)**

Some work had been done on Mathew Way but more was needed. Pothole repairs did not work well because of the concrete base just below the tarmaced surface, a more radical solution was required such as complete re-surfacing.

### **d) Transport/No 4 Bus Review –Para 6(d)**

Plans were in place for the public meeting on Tuesday 29<sup>th</sup> September at 7.30. Help was required on setting up from 6.45pm and with preparing and serving teas and coffees. There would be a panel of representatives of the two Parish Councils, Dalton Barracks and Oxford Bus Company. Following the initial presentations there would be a question and answer session followed by refreshments. The event had been advertised on the front page of the newsletter.

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## e) Cricket Club and Recreation Ground - Para 6(e)

Cllr Westell said that winter preparations will need to be carried out on the water supply. Cllr Parker agreed to mention it to the Committee

## f) Playgrounds– Para 6(f)

Wimpeys had confirmed that they were repairing the swings

Cllrs Langley, Parker and Bristow together with the Clerk met the VWHDC Liaison Officer, Beth Elgin, on 20<sup>th</sup> July to discuss the Deerhurst Park play area and open spaces. Miss Elkins sent the following note of the meeting and also confirmed that she would investigate other unspent Section 106 funds for the Parish

“A reccé of the Deerhurst Park development was performed in order to establish potential transfer of Public Open Space (POS), including the playground. Parish seeks clarification on the following queries:

- Fenced area, marked on plan as ‘1.8m close board fence’ running alongside land adjacent to playground includes a double fence and the land between the two fences varies in depth between 1 and 3 feet (approximately). This strip of land includes some established trees and foliage, which may present some problems as the trees mature and die off – need to establish if this area would be included or excluded in POS transfer
- POS on either side of the entrance to the development between plots 61 and 63 is not fenced and has created an access point for the community into an area containing dead trees, shrubbery and rubbish. The area also has an access point from the pathway via a hole in the fencing. This area needs to be cleared and fenced off securely prior to any agreed transfer
- The small corner of POS by plot 57 does not present a problem and could feasibly be included if the transfer were to be agreed
- Need to confirm whether playground has passed a ROSPA inspection prior to transfer

In principle, the parish would be interested in accepting the POS transfer once the queries have been answered satisfactorily. However, the Parish are looking to secure the full uplifted contribution of approximately £36K (dependant on agreement from developer on index-linked contribution) and agreement that the contribution may be partially spent on other areas (outside the development). The Parish have indicated that unless those terms are agreed, there would be no further interest in the POS transfer. As such, I will endeavour to seek advice from legal services to confirm whether the ‘Public Open Space Contribution’ must be spent on the development prior to addressing the Parishes other queries and will feedback to you in due course.”

The key issue for the Parish Council was whether the use of the commuted maintenance sum is restricted to Deerhurst Park. If this were the case the plan to use part of the funds to develop the playground opposite the Church would not be possible.

## g) Community website and newsletter – Para 6(g)

The Community Centre website had now been absorbed into the community website.

Volunteers were still being sought to take over responsibility for the delivery of the newsletter to distributors.

## h) Emergency Plan – Paragraph 6(h)

The snow and flooding annex had still to be prepared.

## i) Transparency

It was resolved to draw up a list of the requirements under the Transparency rules.

A SLCC Branch meeting was being held on 8<sup>th</sup> September and Transparency was on the agenda. Although the Parish Council was not a member of SLCC a representative could attend for a fee of £10.

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## 7. KERBS IN WOOTTON VILLAGE

Mrs Towle-Jones had approached the Parish Council seeking its agreement for OCC to install bollards on the verge in Wootton Village. Mr Batt-Rawden had approached the Council about the need for kerbing outside his property, The Butts, in Wootton Village. The kerb was damaged and there was a narrowing of the road. Moving the damaged stones would leave a trench at the side of the road within the Highways area. The road surfacing of the turning area alongside The Butts was also in poor condition. It was resolved to seek a site meeting with Oxfordshire Highways to discuss these matters.

## 8. DEVELOPMENT MATTERS

### a) Applications received from the District Council for consultation and consideration by the Planning Committee

P15/V1307/HH 26.6.2015	Extend bay at front of property 176 Whitecross, Wootton OX13 6BT Mr Richard Ashton	No objections
P15/V1389/HH 30.6.2015	Rebuilding and extension of existing outbuilding to form ancillary accommodation Windy Ridge, Old Boars Hill, OX1 5JJ Mr & Mrs Kam	No objections
P15/V0928/HH 7.7.2015	Minor addition to side and rear of existing kitchen 189 Whitecross, Wootton OX13 6BW Mr Robin Worden	No objections
P15/V1372/HH 2.7.2015	Erection of single storey rear extension Picketts Heath Farmhouse, Youlbury, Boars Hill OX1 5HD Mr Nick Twist	No objections
P15/V1534/HH 9.7.2015	Extension to garage to form annexe and erection of orangery to main house. Oakline, The Ridgeway, Boars Hill OX1 5EZ Mr & Mrs Bowen-Lowe	No objections
P15/V1509/HH 9.7.2015	Demolition of existing single storey rear extension. Erection of a two storey rear extension 18 Manor Road, Wootton OX13 6DG Mr & Mrs Roycroft	Object; the loss of the garage is likely to result in additional road parking inconveniencing the rest of the community.
P15/V1321/O 3.7.2015	Outline application for residential development of one single storey building to serve as a 'granny annex' for existing residential property. Sprivers, Fox Lane OX15DS	No objections provided it complies with the Green Belt rules on percentage increase in property size
P15/V1222/HH 20.7.2015	Single storey side extension with a flat roof. 188 Cumnor Road, Boars Hill OX1 5JS Mr Paul Jordan	No objections
P15/V1582/HH 14.7.2015	Extension at ground floor level and new roof to create accommodation at first floor level. Erection of detached timber store. 237 Whitecross, Wootton OX13 6BW	No objections (subsequently changed to "object" due to the timer store

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	Mr & Mrs D Thomas	
P15/V1696/HH 7.8.2015	Proposed side and rear extension for disabled child care. Chiltern, 2 Parsons Close, The Old Pound OX13 6FE Mr A Lyons	No objection

It was resolved to confirm the Planning Committee's action

### b) Decisions of the Local Planning Authority

P15/V1185/FUL dated 22.05.2015			
<u>Proposal</u>			
Removal of condition 5 of Planning Permission P09/V0147 "there shall be no extension to the dwelling hereby permitted without the prior grant of planning permission"			
Construction of a single storey rear extension and first floor extension above existing garage.			
Construction of single storey front extension and new dormer windows to front elevation and new detached garage			
Winterbourne, 57 Wootton Village Boars Hill OX1 5HP			
Dr Towle-Jones			
<u>Parish Council comments</u>			
Wootton Parish Council has considered the proposal to remove Planning Condition 5 from Planning Permission P09/V0147. The Parish Council understands that the condition was imposed to protect against development in the Green Belt. The Parish Council continues to consider the protection of the Green Belt to be of considerable importance and as such the planning process should be used to evaluate any development involving it. This would include developments which bring the percentage increase in the size of the property beyond permitted percentage limits. The Parish Council understands that these percentage increases are not always taken into account with Permitted Developments."			
<u>Permit 15/7/2015</u>			
P15/V1169/HH 28.5.2015	Single storey rear extension to dwelling. Removal of side porch 1 Parsons Close, the Old Pound, Wootton OX13 6FE Mr Paul Godsaf	No objections	Permit 15/7/2015
P15/V0981/HH 29.5.2015	Proposed two storey extension re-roofing to form loft conversion and internal alterations 174 Cumnor Road, Wootton OX15JS Mr & Mrs Firn	No objections	Permit 21/7/2014
P15/V1307/HH 26.6.2015	Extend bay at front of property 176 Whitecross, Wootton OX13 6BT Mr Richard Ashton	No objections	Permit 10/8/2015
P15/V0928/HH 7.7.2015	Minor addition to side and rear of existing kitchen 189 Whitecross, Wootton OX13 6BW Mr Robin Worden	No objections	Permit 12/8/2015

It was resolved to note the Planning Authority's decisions.

Members of the Planning Committee discussed their objections to the planning applications for 237 Whitecross and 18 Manor Road and voted to maintain their objection.

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## 9. MATTERS RAISED BY MEMBERS OF THE COUNCIL

Cllr Langley asked about the white line promised for the entrance of Deerhurst Park. It was resolved to ask Mr Lee Turner when the work would be carried out.

Lamborough House at the corner of Old Pound had removed the hedge and was using the area to park cars and taxis. It was resolved to ask Planning Enforcement to check whether the premises were being used as a business and whether an application should have been made for change of use.

The bus shelters were becoming overgrown again.

There was a major pothole in Wootton Village.

## 10. FINANCIAL AND ADMINISTRATIVE MATTERS

### a) Paid in-between meetings

Clerk expenses August	£112.16
Thames Water- water pavilion	£22.18
St Grounds Maintenance litter picking and grass cutting July	£461.00
David Stanford – Internal Audit Fee	£82.50

### b) September 2015 Accounts for approval

Clerk Salary August	£1,184.64
Clerk Salary September	£592.32
Clerk Expenses September	£112.16
VWHDC – uncontested election charge	£115.00
Playsafety Ltd – ROSPA Inspection	£78.00
SSE – electricity pavilion	£238.40
VWHDC Dog bin servicing 1.4.2015 to 30.6.2015	£80.38

It was resolved that the August 2015 invoices be noted and the September invoices be approved for payment.

### c) Applications for grants

None

## 11. COMMUNICATIONS RECEIVED -

OALC July Members Update

VWHDC Chairman's Community Awards Lunch

OCC Minerals and Waste Local Plan

VWHDC August Newsletter

ORCC News

VWHDC Sunday Trading Laws

Town & Parish Forum – 19 November

NAG, Resignation of Chairman

Vale News September

Clerks and Councils Direct – September

It was resolved to note the communication received

## 12. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS

None

## 13. FUTURE MEETINGS

To confirm that the next meeting of the Council will be on Tuesday 6<sup>th</sup> October 2015 at 7.30pm at the Wootton & Dry Sandford Community Centre.

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## 14. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS

It was resolved that Street names should be put on the agenda as a standing item.  
Cllr Bristow said that Transparency should be on the next agenda.

## 15. FUTURE MEETINGS

It was agreed that the next meeting of the Council will be held on Tuesday 1<sup>st</sup> September 2015 at 7.30pm at the Wootton & Dry Sandford Community Centre.

Chairman.....Date .....