

# WOOTTON PARISH COUNCIL

**Minutes of the Meeting of the Wootton (Abingdon) Parish Council held at 7.30pm on Tuesday 5<sup>th</sup> January 2016 at the Wootton & Dry Sandford Community Centre**

**Present:** Councillors Ludlow (Chair), Bristow, Fysh, Langley, Mann, Parker, Rayner, Shaw, Werrell, Westell, White and County Cllr Johnston

## **1. PUBLIC PARTICIPATION**

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

Mr and Mrs Arnold and Mrs Clark attended the meeting to discuss the planning application for 57 Wootton Village. As neighbours there had raised a number of objections including the size of the development, the parking arrangements, the proximity to the boundary, the height of the property, the use of the garage and overlooking as well as some issues that they considered did not meet building regulations. The Parish Council had already decided to object to the application on the grounds of the size of the development in the Green Belt, an issue that it is taking particularly seriously given the threats posed by current Green Belt policy. After listening to the representations by the neighbours the Parish Council agreed to add parking to its objections given the parking problems in Wootton Village, especially due to the primary school. It would also suggest that the planning officer looks closely at the other points raised by the neighbours to see if they met planning regulations.

## **2. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Carter

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

None

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

County Cllr Johnston said that the OCC budget was still not known. The Council would benefit from the new homes bonus and would be a net loser on the change in business rates arrangements as 50% had to go into the equalisation fund. There were a number of financial issues under consideration and the budget was expected to be decided on 16<sup>th</sup> February. Cllr Johnston is also a District Councillor for a different parish and in this capacity commented on Green Belt issues. Based on the changes following the National Planning Framework the VWHDC was no longer using the 30% increase in the Green Belt as a disqualification from planning permission. Mr Brett Leahy, Planning Officer at the VWHDC was prepared to visit parish council to advise them on the planning system and recent changes. It was resolved to invite him to attend a future meeting. The VWHDC was also having issues with its budget and was considering a Council tax rate above the statutory 2%. This, however, would require a referendum which would cost £800,000.

## **5. MINUTES OF THE MEETING OF 3<sup>rd</sup> NOVEMBER 2015**

The minutes of the meeting of 3<sup>rd</sup> November were approved and signed by the Chairman.

## **6. MATTERS ARISING**

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

Cllr Fysh said that St Edmund's Primary School in Abingdon was prepared to bring football back to the Community Centre. They had seven football teams and links to Oxford United. Detailed discussions were taking place and the school had confirmed that they are prepared to re-name teams "Wootton St Edmund's" and allow access to Wootton children. They were willing to help clean up the MUGA and the Board is considering grant applications for its development. The

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tender for the car park had been accepted and the Bystander had agreed that users could park at the Bystander whilst the work is being carried out.

b) Hedges and footpaths - Para 6(b)

The dog bins near Matthew Arnold field need servicing. It was decided that they are sited on Oxford Preservation Trust land and Cllr Shaw agreed to contact the Trust.

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

A reminder had been sent to Oxfordshire Highways about the potholes in Mathew Way/Hawkins Way many of which had been marked up for some time

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

The No 4 bus group would be meeting on Monday 11<sup>th</sup> January at 2.30pm to discuss the next steps. The stats appear to show that increased usage of the service from bus stops in Wootton and Whitecross is quite large but is offset by falls in usage from Dalton Barracks and Cumnor bringing the average down to the 7% figure mentioned by Oxford Bus Company (OBC) at the public meeting. The No 44 bus subsidy is being reviewed and is likely to be withdrawn. The service is currently being run by Thames Travel (owned by OBC). Cllr Shaw said that the times had changed recently affecting some residents on Boars Hill. It was resolved that the No 44 bus service should also be discussed at the meeting on the 11<sup>th</sup> January.

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

It was resolved that the Clerk should write to the Cricket Club asking them to repair the broken tiles on the roof.

f) Playgrounds – Para 6(f)

A project needs to be prepared and submitted to the VWHDC as a ‘Release of Section 106 funds’ application to obtain the £15,000. This needs to be done soon to avoid the funds being lost

g) Community website and newsletter - Para 6(g)

Nothing to report

h) Transparency – Para 6(h)

There are two transparency codes one for parish councils with an annual turnover of less than £25,000 giving more detailed publication of data as an alternative to External Audit and a code for other local authorities including large ones. Wootton falls into the latter group. The information that needs to be published is –

Expenditure exceeding £500 – this is included in the minutes of meetings.

Government Procurement Card Transactions – not applicable

Procurement information for goods and services in excess of £5,000 – only major projects such as the playground are relevant

Local authority land – details of the Parish land including allotments and cricket ground should be listed.

Social Housing Asset value – not applicable

Grants to voluntary, community and social enterprise organisations – publish the list of grants annually

Organisational chart – really relevant to larger authorities employing a number of staff – a list of councillors and the Clerk is, however, published

Trade Union facility time – not applicable

Parking Account – not applicable

Parking spaces – list estimated number of free places in Parish Council carpark and paid spaces as nil

Senior salaries - not applicable

Constitution – publish standing orders and financial regulations

Pay multiple – not applicable

Fraud – not applicable unless fraud occurs

Waste contracts – not applicable

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It was resolved that a section be put on the Parish Council website headed ‘transparency’ this would state the basic requirement under transparency code and list the above information; with to minutes and annual accounts where the information can be found.

i) OCC: Transmissions of Responsibilities to Parish Councils – Para 6(i)

The following reply has been received from Tim Shickle at OCC

“I’m afraid I am still waiting for the figures to come in for your area. We have had a few teething problems with the digitisation of maps and this has set us back.”

Your parish is on the priority list for completion ASAP”

j) Speed Limits Fox Lane – Para 7

Cllr Shaw is in contact with Sunningwell Parish Council

k) Section 106 Funding – Para 8

The Parish Council needs to look again at Wootton Business Park and the original Wootton wish list decide if any items on the list meet the criteria and if necessary challenge the current proposed allocations possibly by arranging a meeting with Martin Deans. The VWHDC Liaison Officer had commented – “With regards to your queries relating to contributions secured under P13/V0385/O, I will endeavour to consult with the Planning Officer and will provide a response in due course.”

l) Christmas Lights – Para 9

There was a good turnout for switching on the Christmas lights and it was resolved to continue the support in 2016.

## 7. SUNNINGWELL NEIGHBOURHOOD PLAN

The following letter has been received from Sunningwell Parish Council,

“Sunningwell Parish Council has decided to proceed with a Neighbourhood Plan. One of the issues facing us relates to the boundary of the area to be covered. For example, Abingdon Town has requested that part of our parish, i.e. the portion to the south of the A34 which adjoins Abingdon, be included in their plan.

Similarly we feel that it would be appropriate to include in our plan a small portion of Wootton Parish, i.e. the houses on Boars Hill which are in lower Fox Lane (ending with Blagrove Cottage) and the few which are in the western branch of Lincombe Lane (ending with Ashbrook). All told, I think these amount to about 20 odd properties. They directly adjoin the community of Boars Hill and do not form a part of any other nearby community.

If Wootton PC is not doing a plan of its own then I guess the matter is fairly academic. However, if you are intending to do a plan of your own then you may wish to consider whether to include this area in your plan or whether it may still be better covered in the plan of the community of which it forms a natural part. At the end of the day I understand that it will be for the VWHDC to decide. None of this has any bearing on the official parish boundaries. I would be grateful if you will arrange to have this matter brought up at your next meeting and advise us of the outcome.

The proposal for part of Wootton Parish to be included in the Sunningwell Neighbourhood Plan was put to a vote. 2 voted in favour of Sunningwell’s proposal and 6 voted against.

## 8. HM THE QUEEN: 90<sup>th</sup> BIRTHDAY

The Lord-Lieutenant of Oxfordshire has written to parish councils in the county asking them to encourage and support street parties on 11<sup>th</sup> and 12<sup>th</sup> June 2016 to celebrate HM The Queen’s 90th Birthday celebrations. The Rt. Revd. The Acting Bishop of Oxford has sent a similar letter to parish churches. It was resolved that residents should be informed, via the community newsletter, so that they can consider if they wished to hold an event in their street.

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## 9. DEVELOPMENT MATTERS

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

P15/V2494/HH 27.10.2015	Erection of a two storey and single storey side extensions Paddock Brow, Jarn Way, OX1 5JF Mr & Mrs Nicolas Usiskin	Object; well over the 30% allowance and extensions not in keeping with the rest of the property.
P15/V2670/HH 19.11.2015	To provide a pitched roof over a partially constructed detached store 237 Whitecross, Wootton OX13 6BW Mr & Mrs D Thomas	Object unless a pitched roof can be accommodated within the permitted development height
P15/V2276/HH 26.11.2015	Proposed 2 storey rear extension 17 Wootton Village, Boars Hill, OX1 5JL Mr Kevin Wiskin	Object; the property has been significantly enlarged over the past few years to well over the 30% allowance

It was resolved to confirm the Planning Committee's action

### b) Decisions of the Local Planning Authority

P15/V2246/HH 1.10.2015	First floor extension over existing. 101 Whitecross, Wootton OX13 6BS Mr Daniel Milham	No objection	Permit 18.11.2015
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It was resolved to note the Planning Authority's decisions.

Mr Josh Webley-Smith VWHDC Planning Officer has asked the Parish Council to reconsider its objection to Planning Application P15/V2494/HH for the erection of a two storey and single storey side extensions at Paddock Brow, Jarn Way, OX1 5JF. The Parish council objected because the development was well over the 30% allowance and extensions not in keeping with the rest of the property. . His argument was that if the development is adjusted to make much of it a permitted development this element will not count towards the 30% rule for the Green Belt and the outcome will be an increase of 65% compared with 53% under the current planning application. It was resolved that the Parish Council should maintain its objection given the importance it attaches to retaining the Green Belt.

## 10. MATTERS RAISED BY MEMBERS OF THE COUNCIL

Cllr Langley said that the Emergency Planning Group should meet to review the plan. It was agreed that it should meet at 4pm on 11<sup>th</sup> January.

## 11. FINANCIAL AND ADMINISTRATIVE MATTERS

### a) Recommendations of the Finance and General Purposes Committee: Budget and Precept

The Finance and General Purposes Committee (Cllrs Fysh, Langley, Mann and Parker) met on 15 December 2015 to consider the 2016/17 Budget and Precept. The FGPC recommended that the proposed budget be accepted and that the Precept be set at £40,000 and that the VWHDC grant of £845 for Concessionary Council Tax be retained. The FGPC considered whether a larger Precept

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might be bid for but given that the Precept had been gradually increased over the past few years and the unallocated reserves were healthy that this would be difficult to justify in particular to External Audit.

Cllr Fysh proposed that recommendations of the Finance and General Purposes Committee be accepted. This was seconded by Cllr Mann and approved unanimously

## **b) Payments made in December 2015**

Clerk Salary December	£592.40
Clerk expenses December including £50 Christmas lights	£162.16
VWHDC – Dog bin servicing 1.7 – 30.9. 2015	£80.38
Thames Water Utilities – Pavilion water 17.7 – 22.10.2015	£116.94
Advent Solutions – playground inspection October	£60.00
ST Grounds Maintenance – litter picking November/Millennium hedge	£650.00
SSE – Pavilion electricity 26.8 – 2.12.2015	£237.64
Advent Solutions – playground inspection November	£60.00
WADS CC – extra pages in December newsletter, bus campaign	£70.80
WADS CC – room rental 29.4.2015	£13.00

## **c) January 2016 Accounts for approval**

Clerk Salary January	£591.42
Clerk Expenses January	£112.16
Post Office Ltd – PAYE and NI October – December 2015	£471.83
ST Grounds Maintenance; litter December / Cricket field ditch and hedge	£675.00

It was resolved that the payments made between meetings be noted and that the January invoices be approved for payment.

## **d) Applications for grants**

None

## **12. COMMUNICATIONS RECEIVED**

OALC Update for Members: December  
The Queen's 90<sup>th</sup> Birthday; Letter from Lord Lieutenant of Oxfordshire  
Advent Solutions, Playground Inspection 30 November  
Message from Leader of VWHDC  
Letter from Oxford Bus Company – 4.11.2015  
OALC Training Programme 2016  
Vale Vision January 2016  
It was resolved to note the communication received

## **13. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS**

None

## **14. FUTURE MEETINGS**

It was agreed that the next meeting of the Council will be held on Tuesday 2<sup>nd</sup> February 2016 at 7.30pm at the Wootton & Dry Sandford Community Centre.

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