

WOOTTON PARISH COUNCIL

Minutes of the Meeting of the Wootton (Abingdon) Parish Council held at 7.30pm on Tuesday 6th June 2017 at the Wootton & Dry Sandford Community Centre

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

This was Cllr Mann's final meeting. He was given a vote of thanks for his services to the Council together with best wishes for the future.

1. PUBLIC PARTICIPATION

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

Mr Warwick Clifton, Chairman of the Allotments Committee, briefed the Council on differences that had arisen on the Committee relating to events being held in the allotments. The issues were likely to come to a head in the July meeting of the Committee.

Mr and Mrs Garside attended the meeting and were given an update on the position relating to the British Legion premises at 33a Wootton Village. The deadline for bids had been extended until 23rd June. The Parish Council were in touch with the Royal British Legion and its agents and had had some contact with potential buyers concerned about the diagonal strip in the front of the premises which was not owned by RBL.

b) District/County Councillor Reports

County Cllr Johnston said that at the first County Council meeting the Leader (Conservative) did a deal with the Independents. Cllr Martin Gray (Independent) was given the Cabinet Member for Communities. Cllr Johnston has been appointed to the Pensions Board which supervises the Pensions Committee responsible for £2 billion invested assets. He will also be shadowing Cllr Yvonne Constance on the environment; the Local Transport Plan 4 restricting diesel vehicles in Oxford will be an important issue. The canyon effect caused by buildings in Oxford results in Oxford exceeding permitted pollution levels including NO₂ (Nitrogen Dioxide)

In the regular absence of Wootton's District Councillor, County Councillor Johnston briefed the Parish Council on District Council matters. The Community Infrastructure Levy is expected to be introduced in the Vale of White Horse this autumn. Parish Council will be able to bid for project finance; this is in addition to the allocation of 15% to parishes (rising to 25% when a Neighbourhood Plan is in place). Care homes will be exempt. South Oxfordshire District Council is outsourcing back-office work; as many activities are shared this could affect the VWHDC. The Thames Water Abingdon Reservoir is back on the agenda, but is a long way off.

2. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Fysh and White.

3. DECLARATION OF PERSONAL OR PERSONAL AND PREJUDICIAL INTERESTS

None

4. MINUTES OF THE ANNUAL GENERAL MEETING OF 2nd MAY 2017

The minutes of the Annual General Meeting on 2nd May 2017 were approved and signed by the Chairman.

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5. MATTERS ARISING

a) Community Centre - Para 10(a)

In Cllr Fysh's absence this point was deferred. Councillors did, however, question the proposal by the football teams for charging for car parking. The car parking to be used was not the main car park but on the grass beside the pitch.

b) Hedges and footpaths - Para 10(b)

Cllrs Langley, Parker and Shaw had a Path Warden's meeting on 23 May and had now obtained maps of the footpaths in the Parish. They will carry out their first Path Warden walk on 19th June. They will also look at the gating issue on Sandy Lane.

c) Highways Para 10(c)

Oxfordshire Highways has confirmed that it will carry out its grass cut in Wootton in July/August.

d) Transport/No 4 Bus Review – Para 10(d)

Mr Andy Morison had responded to the request for regular statistics on usage of the No 4 bus service by saying that these were commercially sensitive, but he would send updates as and when they were needed for a specific initiative. They have no immediate plans to change the service, but said that any additional promotion that OBC and the Parish Councils can do together would only help strengthen the case for retaining the bus service in its current form.

e) Playgrounds – Para 10(e)

WREN has agreed to a grant of £50,000 subject to a third party contribution of £5,286.10. The deadline for the VWHDC grants is September making it too late for the project timetable. Cllr Parker proposed that the Parish Council should underwrite the current funding shortfall of £10,000. This was seconded by Cllr Bristow and approved unanimously.

f) Wootton Business Park – Para 10(f)

Responses from OCC and Hartwells are still awaited

g) Joint Neighbourhood Plan – Para 10(g)

The Steering Committee is due to meet on the 7th June. A meeting has been arranged between the VWHDC and the Steering Group; two representatives from each Parish Council can also attend. Abingdon Town Council had responded to the consultation process on the designated area proposing that three areas - North West Abingdon, Abingdon Common and the whole of Shippon and Dalton Barracks be removed from the designated area; only the first of these is likely to be successful.

h) Vale of White Horse District Council Local Plan Part 2 – Para 10(h)

Responses have gone in from Wootton, SHW and Steering Committee to the Local Plan Part 2 consultation and a piece put in the newsletter; the full versions are on the website.

i) Royal British Legion – Para 10(i)

- The Royal British Legion has legal ownership
- As a registered charity, it has to follow its charitable statutes to support servicemen
- Alexander Houghton at RBL will discuss with the Board if there is any flexibility (such as supporting a local project and naming as Memorial project)
- The strip of land in front of the building is causing concern among potential purchasers. It is unlikely that the Parish Council could claim ownership. It was resolved, however, that the Parish Council, could negotiate, on behalf of the community, an agreement giving free access to the eventual purchaser in return for certain conditions, i.e. that the bench remains, that tables and chairs are not put on it and that a donation is made to a community project.

j) TRASLA – Para 10(j)

No dates have been proposed by TRASLA for a meeting.

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6. Litter Boars Hill

Mr Ian Matten the senior officer responsible for waste has responded to a request for a bin near Jarn Mound as follows -

“The Technical Officer has visited and agrees that there is a need for a bin in the vicinity. She needs to carry out some land searches to identify what is public highway but is struggling to find a suitable location as we would not want to put it where it might upset local residents. What would be really helpful is if you could discuss with the parish where they would suggest the bin goes and then send these through to us to check if that location is part of the adopted highway. A plan indicating the location would be ideal. We are only able to install it on adopted highway. It maybe that a site meeting will be needed to agree the final position but we were trying to avoid that if we could do it via email.”

7. DEVELOPMENT MATTERS

a) Planning Enforcement

It was noted that a Land Rover was advertised for sale on the forecourt of KTM Premier Bikes.

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

P17/V0655/HH 28.4.2017	Erection of a solar PV ground mounted array Manor Farm, 6 Wootton Village, OX1 5JL Natasha and Richard Ginks	No objections
P17/V1098/HH 3.5.2017	Replacement of existing garage roof with ridge running in opposite direction with zinc clad dormer window and a two storey side extension. Upper floor to be used as ancillary residential accommodation. Wootton Ridge, White Barn, Boars Hill OX1 5HJ. Mr Chris Kingsley	No objections

It was resolved to confirm the Planning Committee’s action

c) Decisions of the Local Planning Authority

P17/V0553/HH 10.3.2017	Single storey rear extension 12 Hawkins Way, Wootton OX13 6LB Mr Richard Farnell	No objections	Permit 27.4.2017
P17/V0441/O 2.3.2017	Demolition of existing 2-storey building and garage and erection of new building consisting of 7 apartments and related works. Associated change of use of site from part A1 retail/part C3 residential to entirely C3 residential.	No objection see paper	Refused 11.5.2017

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	6-8 Cumnor Road, Boars Hill OX15JP Mr & Mrs A & H Rock		
P17/V0790/HH 27.3.2017	Garage conversion to studio with new roof 160 Whitecross, Wootton O13 6BT Ms Sarah Morris	No objections	Permit 18.5.2017

It was resolved to note the Planning Authority's decisions

8. MATTERS RAISED BY MEMBERS OF THE COUNCIL

None

9. FINANCIAL AND ADMINISTRATIVE MATTERS

a) Approval of the 2016/17 Accounts for Audit

i. Part 1: Annual Governance Statement

The Chairman went through the items on Part 1 of the External Audit form and completed and signed the Annual Governance Statement.

ii. Part 2: Accounting Statements for 2016/7

2016/17 Outturn

The expenditure chart shows the actual expenditure for 2016/17 (Column 4); this can be compared with the 2016/17 budget (Column 3) and the 2015/6 expenditure (Column 2) The 2017/18 budget column has been adjusted to reflect known changes (e.g. actual amount carried forward and sums moved between financial years), but have not otherwise altered the forecasts which were approved by the Council in January; this will need to be reviewed by the Finance and General Purposes Committee in December.

The following explanations apply to individual items -

- The Clerk's salary figure exceeds the budgeted figure due to the increase of hours from 2 days a week to 2.5 days a week with effect from 1.4.2016 rising to 3 days a week with effect from 1.11.2016; the second increase being partly offset by a contribution from SHW PC. A change in the tax code also affects the PAYE figures as the fourth quarter of each year is paid in the following financial year. Back pay also affects the size of NI contributions.
- Two OALC subscriptions (for 2014/5 and 2015/6) were paid in the 2015/16 financial year, compared with one in 2016/17.
- The £3,500 Youth Club grant was not paid in 2016/17 pending a report on its activities. This is expected to be paid in 2017/18; a decision can be taken at the FGPC in December on whether to pay £7,000 in 2017/18 or pay the grant in the following financial year subject to a satisfactory report.
- The £1,000 in the budget for the re-introduction of football at the Community Centre has been delayed pending evidence of expenditure on the mower.
- The £30,000 playground provision (which were offset by grants and VAT receipts) was not used.
- £1,500 was included in the budget for highways grass cutting.
- VAT was reclaimed in 2016/17. The next claim will be submitted once the playground project is complete.

The overall underspend of £34,926.32 on the budget was accounted for mainly by the unused £30,000 playground project provision and the deferred £4,500 grants provision. The £1,500 for

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the Transition of Public Services and £500 for bus shelter maintenance were not used but will be in 2017/8. These unused provisions are offset by the extra salary costs.

The Council approved the 2016/17 Accounts unanimously and the RFO and Chairman signed Part 2 of the Audit form.

iii. Internal Audit

The Accounts had passed Internal Audit without significant comment

iv. The Exercise of Public Rights

The notice exercising Public rights will be displayed from 19 June to 28 July

b) June 2017 Accounts for approval

Clerk Salary June	830.79
Clerk Expenses June	£138.08
Came & Co – 2017/18 Insurance	£1,126.32
BGG Garden & Tree Care	£840.00
Ian Bristow – Neighbourhood Plan website - £177.36	
Neighbourhood Plan laptop - £308.97	Total
	£486.33
ST Grounds Maintenance – litter picking and grass cutting April - £612.85	
St Grounds Maintenance – litter picking and grass cutting May - £693.19 – Total	£1,306.04
Advent Solutions - playground inspection April	£65.00
FCC Recycling (UK) Ltd – Third Party Contribution WREN	£5,286.10

It was resolved that the June 2017 invoices be approved for payment.

c) Applications for grants

None

10. COMMUNICATIONS RECEIVED

OALC – Consultation on the free use of public parks

Abingdon Town Council letter on Joint Neighbourhood Plan designated area

OALC Newsletter May

Litter Boars Hill

VWHDC - Monthly Newsletter May

Community First Oxfordshire – News at a Glance May

Advent Solutions – Playground inspections 3.5.2017

Letter to Royal British Legion

Thames Valley Police – Victims Website

Clerks and Councils direct – May

It was resolved to note the communications received

11. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS

None

12. FUTURE MEETINGS

It was agreed that the next meeting of the Council will be held on Tuesday 4th July 2017 at 7.30pm at the Wootton & Dry Sandford Community Centre.

Chairman.....

Date