

WOOTTON PARISH COUNCIL

Minutes of the Meeting of the Wootton (Abingdon) Parish Council held at 7.30pm on Tuesday 9th January 2017 at the Wootton & Dry Sandford Community Centre.

Present: Councillors Ludlow (Chair), Bristow, Brockliss, Parker, Rayner, Shaw, Werrell and White and County Cllr Bob Johnson.

1. PUBLIC PARTICIPATION

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

None

b) VWHDC Arts Development Officer

Abigail Brown, VWHDC Arts Development Officer, gave a presentation on engaging young people. She and other officers from the VWHDC are working very closely with Richard and Kate Bahu on the young people's aspects of the Neighbourhood Plan. The presentation to the Parish Council was to draw attention to the opportunities outside the Neighbourhood Plan that could be obtained by working with the VWHDC on arts projects, particularly in relation to young people. 2% of developer funding is allocated to funding arts proposals; this will generate some £12,800 from the Wootton Business Park development. The Arts Officer also has access to a small fund for supporting workshops. Watchfield produced a map designed by the community for £5,000, in collaboration with the Arts Officer, which is sited at the playground; a similar project may be of interest to Wootton. Cllr Brockliss pointed out the importance of the Wootton Players as a successful community activity in Wootton relating to the arts.

c) Foxcombe Hall

Reece Lemon and Roger Smith of Savills, the consultants for the Peking University Business School at Foxcombe Hall, gave a presentation on the options for building a students' accommodation block for 100 students on the site. It was recognised that the key issues will be the Green Belt and the size of the footprint. They have been looking at options with the VWHDC. The first option has a much bigger footprint, but less impact on local residents. The second option is to build the accommodation block on the site of the Old Dairy which has no heritage value. This envisages a much smaller footprint as two stories will be below ground and 2.5 stories above; this option is favoured by the VWHDC. It will, however, be closer to neighbouring properties. Professor Liu of the Business School outlined the potential benefits of the project both nationally, by introducing young Chinese students to the UK, and locally. The facilities at Foxcombe Hall will be available to the community and it may be possible to re-instate the bus service.

d) District/County Councillor Reports

County Cllr Johnson commented on the Oxford and Cambridge Expressway. The Government has allocated £27 million for studies and scoping for a 100 mile dual carriage expressway linking the two areas of knowledge. The project envisages developing 100 houses per mile bringing a total of 1 million. The route has been of particular concern as it was originally proposed to go from Lodge Hill through Radley. The National Infrastructure Commission's favoured route, however, is parallel to the East-West rail link going north through Bicester and Milton Keynes and not south. The project has considerable political momentum. Oxfordshire is to receive £250million over several years; £60 million of this will be used for social housing (affordable or Council) and £150 million for infrastructure on top of developer money. £5 million will be allocated for extra staff both at the County and District level.

The Vale of White Horse District Council has appointed Mark Stone, the Acting Chief Executive as the Permanent Chief Executive; it was an internal appointment without any external competition. The District Councils are looking at outsourcing with a view to saving £2 million

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over 5 years. However, this is involving a considerable amount of officer time and the outcome is likely to produce only nugatory savings. The contract on car parking will cost more than in-house.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Carter, Fysh, Langley and Westell.

3. DECLARATION OF PERSONAL OR PERSONAL AND PREJUDICIAL INTERESTS

None.

4. MINUTES OF THE MEETING OF 7th NOVEMBER 2017

The minutes of the meeting of 7th November 2017 were approved and signed by the Chairman.

5. MATTERS ARISING

a) Community Centre - Para 5(a)

The Community Centre Accountant, Caroline Simmons, has resigned with effect from the forthcoming Annual General Meeting. Cllr Fysh has requested that anyone interested in taking on the role should contact him. The lease between the Community Centre and Oxford County Council had now been signed and the Pre-School will now move into the Children's Centre. The Youth Club is expected to start again at the end of January.

b) Hedges and footpaths - Para 5(b)

Cllr Shaw requested that an item be put in the community newsletter about the inappropriate use of motor bikes on footpaths. The damage to the footpath on Boars Hill had been cleared. OCC have been informed about the hedge intruding on the footpath at the junction of Cumnor Road and Wootton Village

c) Highways Para 5(c)

OCC have been informed about the trees opposite Whitecross Metals.

d) Transport/No 4 Bus Review/Bus stop – Para 5(d)

St Helen Without Cllr Mike Page and the Clerk had a useful meeting with Phil Southall the Managing Director of Oxford Bus Company about the bus proposals for the VWHDC Local Plan Part 2. The current proposal envisages that the No 4 and 4b service will run into Abingdon through the development on the Dalton Barracks site accessing it via Honeybottom Lane. This would pose a major problem for Whitecross residents and every opportunity needs to be made to raise the issue in discussions with OBC and the VWHDC as well as in the Supplementary Planning Document meetings. At the southern end of the new development buses from the 31 service will be re-routed. The contact for the Local Plan part 2 in OBC is Paul Walker, Strategic Development Manager, paul.walker@oxfordbus.co.uk

e) Playgrounds – Para 5(e)

The project is progressing well, but has been hampered by the weather. A meeting has been scheduled for 10th January with the VWHDC Grants Officer, Carole Cumming, to discuss the possibility of a grant.

f) Wootton Business Park – Para 5(f)

A response is still awaited from Lee Turner of OCC on the proposal for a bus turning circle.

g) Joint Neighbourhood Plan – Para 5(g)

The Position Paper setting out Wootton Parish Council's record of events in relation to recent questions was approved unanimously.

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h) Vale of White Horse District Council Local Plan Part 2 – Para 5(h)

The formal consultation response was submitted before the deadline. Cllr Brockliss, the Clerk and members of the Steering Committee will attend a meeting with the VWHDC consultants, Savills, on 11th January.

i) Christmas lights –Para 5(i)

The switching on of the Christmas lights went well. The tree will need to be trimmed and the lights re-hung for 2018

6. DOG WASTE

A Deerhurst Park resident contacted Cllr Langley about the problem of dog waste in Deerhurst Park. It was resolved to put an item in the community newsletter.

7. INSURANCE CLAIM; DR MENICONI

The Council's previous insurers AON have appointed solicitors to represent the Council in the claim by Dr Meniconi of the incident in 2014 (the Council had previously been told that it had been settled). All charges will be paid by AON but the Council needs to prepare its case in case a suggestion of negligence is raised.

8. DATA PROTECTION

New data protection regulations will be introduced in May. The following points will need to be addressed -

Greater accountability for local councils

How to comply

- *Have an appropriate data protection policy*
- *Appoint a Data Protection Officer*
- *Ensure all staff and councillors have Data Protection training*
- *Carry out a Data Protection Audit (work out what information you are holding, where, why and for how long)*
- *Think about Data Protection when implementing decisions (this is called a 'Data Protection impact assessment')*
- *Think about ensuring your systems have Data Protection built in. This means 'privacy by design' and 'privacy by default' but what does '**privacy by design**' and '**privacy by default**' actually mean? It means building in security of data to the systems and processes you use rather than relying on people to remember.*
- *Personal data should not be made available to an indefinite number of people so 'we will only share your personal data with carefully selected third parties' (sound familiar?) is no longer acceptable.*

9. DEVELOPMENT MATTERS

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

P17/V3013/FUL 28.11.2017	Extensions and alterations to provide 10 en suite rooms for visitors' accommodation. Foxcombe Hall, Berkeley Rd. OX15JF Mr Guy Liu	No objections
P17/V2854/HH	Single story extension to form kitchen.	No objections

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29.11.2017	Existing structure replaced with extension over three floors. New part single, part two storey extension. New dormer window. Hip to gable extension. Handrail to existing roof to form balcony. Wootton Ridge, Boars Hill, OX1 5HJ Mr Chris Payton	
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It was resolved to confirm the Planning Committee's action.

b) Decisions of the Local Planning Authority

P17/V2138/HH 16.8.2017 Amendment No1 27.10.2017 Revised plans	Two storey side extension to existing semi-detached house. 2 Mathews Way, OX136JX Mr & Mrs Oancea	No objections	Permit 22.11.2017
P17/V2413/FUL 13.09.2017 Amendment No 1 1.11.2017 Amended information	Replacement detached dwelling and detached garage/office with associated landscaping. Hatherton, The Ridgeway, Boars Hill OX1 5EZ Mr & Mrs G. H. King	No objections	Permit 24.11.2017
P17/V2642/FUL 10.10.2017	Demolition of existing building containing commercial premises and two flats. Demolition of garage. Erection of new building consisting of 7 apartments and related works including new bin store and bike shelter. 6-8 Cumnor Road, Boars Hill OX15JP Mr & Mrs A and H Rock	Object see note Minutes of Meeting of 7.11.2017	Permit 28.11.2017
P17/V2681/HH 6.10.2017	Conservatory added to rear and side of property. 131 Whitecross, OX13 6BP Mr Stuart Bates	No objections	Permit 15.11.2017
P17/V2693/FUL 13.10.2017 Amendment No 1 9.11.2017 Revised Plans	Enclose courtyard with glass atrium, relocate entrance, replacement of windows and internal refurbishment. Foxcombe Hall, Berkeley Road, Boars Hill, OX1 5JF Mr Guy Liu	No objections	Permit 1.12.2017
P17/V2752/FUL 16.10.2017	Erection of a replacement dwelling with associated garage.	No objections; but the increased footprint from	Permit 6.12.2017

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	Ashcroft House, Lincombe Lane, Boars Hill OX1 5DX Mrs Oksana Petrenko	the original dwelling after P17/0058/PDH does appear excessive and the siting of the proposed garage is questionable.	
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It was resolved to note the Planning Authority's decisions.

10. MATTERS RAISED BY MEMBERS OF THE COUNCIL

The 30mph speed limit had been introduced in Fox Lane.

11. FINANCIAL AND ADMINISTRATIVE MATTERS

a) Approval of the recommendations of the Finance and General Purposes Committee on the 2017/8 Outturn (9 months) , the 2018/9 Budget and the 2018/9 Precept

The recommendations of the Finance and General Purposes Committee were presented to the council. Cllr Ludlow proposed that the 2017/18 Outturn (9 months) be noted, that the 2018/19 budget be approved and that the 2018/9 Precept be set at £48,000. This was seconded by Cllr Parker and approved unanimously.

b) Payments in December

Clerk salary December	£1,208.45
Clerk expenses December	£218.23
BGG Garden & Tree Care; cutting grass verges	£720.00
Playground Services Ltd; VAT on Playground Project	£8,939.20
St Grounds Maintenance; Litter picking November	£321.36
Georgie Clarke; SG Minutes 22 November	£45.00
Richard Bahu; NP expenses	£54.80
Southern Electric; Electricity Pavilion 7/7 – 28/11/17	£201.77
OALC; Clerk Finance Course	£48.00

c) January Accounts for Approval

Clerk Salary January	£1057.68
Clerk Expenses January	£252.64
HM Revenue and Customs PAYE & NI	£994.42
ST Grounds Maintenance – Litter picking Dec/Cricket hedge & ditch	£686.36
WADS CC – Room rental PC (£91.00) & NP (£197.00)	£288.00
Playground Services – tarmacking	£5,200.00

It was resolved to note the payments made between meetings and that the January 2018 invoices be approved for payment.

d) Applications for grants

None

12. COMMUNICATIONS RECEIVED

OALC Newsletter November 2017
 VWHDC Leader's December newsletter
 South Oxfordshire and VWHDC; Appointment of Chief Executive
 SO & VWHDC – Waste Smartphone App

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OCC Oxfordshire Matters Newsletter; December
Mike Ingham; Allotments Water leak
Vale News; December 2017
CPRE Oxon News; December
OCC Emergency Planning for Christmas
CFO Event; Getting people involved in the local community
OALC Newsletter December
It was resolved to note the communications received

13. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS

It was agreed that data-protection should be on the next agenda.

14. FUTURE MEETINGS

It was confirmed that the next meeting of the Council will be on Tuesday 6th February 2018 at 7.30pm at the Wootton & Dry Sandford Community Centre.

Chairman.....Date