
Minutes of the Meeting of the Wootton (Abingdon) Parish Council held at 7:30 p.m. on Tuesday 5th June 2018 at the Wootton & Dry Sandford Community Centre

Present: Councillors Ludlow (Chair), Bristow, Langley, Parker, Rayner, Shaw, Brockliss, Werrell, Westell & White

- **1. PUBLIC PARTICIPATION**

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

None

- **b) District/County Councillor Reports**

- County Cllr Bob Johnston reported:

The subject regarding facilities available for cyclists is in line with the ongoing traffic survey and local plan which has likely changes as the reports regarding the Park & Ride proposal at Lodge Hill will be concluded. The subject is one where the public transport needs are insufficient to support the location and it is unlikely the council will support it. Cllr Brockliss concurred that it is not supported by the Parish and other better locations are, or have been presented. It was felt that a consensus between neighbouring parishes ought to take place. Cllr Parker mentioned past attempts had been made but had not come to fruition. Cllr Langley asked about the problem regarding the B & B located at a residence in Deerhurst Park, which has for a period of time caused traffic problems. Cllr Johnston referred to the requirement for planning permission, this should be verified and appropriate action taken should it be found that none exists.

- **2. APOLOGIES FOR ABSENCE**

None

- **3. DECLARATION OF PERSONAL OR PERSONAL & PREJUDICIAL INTERESTS**

None

- **4. MINUTES OF THE MEETING OF 1st May 2018**

The minutes of the meeting of 1st May were approved & signed by the Chairman

- **5. MATTERS ARISING**

a) Community Centre

Cllr Ludlow said that a representative from the Parish Council should attend the board meetings as an observer and report back to the PC. Cllr Parker highlighted the need for this not only since the PC had a financial interest in the working of the WADSCC but that it should also have copies of the financial records to monitor the running of the board. Cllr Ludlow further raised concerns regarding the staffing of the Community Centre with regard to recent dismissals that may fall foul of employment law and further representations may be made to the acting chairman (Barry West).

Resolved that a letter be sent to the acting Chairman

Resolved that The Clerk will attend the next meeting and report

b) Hedges & Footpaths

Cllrs Langley and Shaw reported that, with the wet weather experienced recently, some paths were impassable. the only matter requiring action being particular residents/owners who need to be approached to trim back their hedgerow. Other than this there were no other issues. The councillors will make further enquiries.

c) Highways

Cllr Westell referred to the damaged drain cover that has been discussed before and Grundon have been approached to rectify the damage caused by one of their vehicles. There is also a problem with ditches being clogged and in particular Mr Benson whose responsibility is to clear ditches on his property.

d) Transport

There were no matters other than a further approach be made to Hartwells regarding the turning circle at the business park. The clerk to follow up on this.

e) Playgrounds

Cllr Shaw to advise the contact responsible for the allotments regarding the water usage required for the imminent planting of the hedge. Cllr Parker to arrange access to the garage at the Cricket Club to allow an alternative point for water supply for the contractors (Playground Services). Cllrs Bristow and Parker reported that the progress at the playground and that it was still hopeful the project would meet the grant deadline by WREN of 18th June. Cllr Shaw asked if the budget costs are available and the clerk to check and report. The discussion followed that given the worst case scenario what were the implications if the grant conditions were not met. Further work needed to be done in this regard once it is known what the likely outcome would be.

f) Wootton Business Park

No further comments made

g) Joint Neighbourhood Plan

Cllr Bristow reported that there had been no responses so far either on the website nor the questions forms attached to the Neighbourhood Plan reports as placed in the locations for that purpose, despite the promotional leaflets and distribution in the newsletter. Cllr Ludlow asked if there might be some discrepancies in the questionnaire and Cllr Bristow confirmed a second version had been completed on time for publication. There is a JMC meeting on Saturday 9th June where there is anticipated discussion. Furthermore the NP was now on-line and in consultation phase. Since publication the VWHDC has cancelled the planned workshop meeting.

h) Data Protection

No further comments made

6. DEVELOPMENT MATTERS

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

<p>P18/V0997/HH undated</p>	<p>Variation of condition 2 (approved plans) of planning permission P17/V2478/HH - Revised dormer details. Minor amendment to previous consent (ref number: P17/V1098/HH). Building to be demolished and replaced (due to inadequate foundations). Addition of solar panels and rooflights.</p>	<p>Mr Chris Kingsley Wootton Ridge, White Barn Boars Hill Oxford OX1 5HJ</p>
<p>P18/V0602/FUL 10.05.2018</p>	<p>Alterations to 48 Hawkins Way, including the demolition of an existing single storey side extension, and the erection of a two-storey building comprising two one-bedroom apartments with parking and amenity space. (as amended by plans submitted 8 May 2018 1809 P100 A P103B P104B P105B, proposing a linked extension to provide 2 apartments)</p>	<p>John Charles Property Investments Ltd Trident House Trident Business Park Didcot OX11 7HJ</p>

It was Resolved to confirm the Planning Committee's action.

b) Decisions of the Local Planning Authority

P18/V0529/FUL 24.05.2018	14 Additional parking spaces to support the existing business unit, together with screen fencing to a new externally sited emergency generator. (As amended by additional tree protection plan 18036-110 received 1 May 2018 and amended site plan ref 111 rev A) Joanne Churchill	Granted	
P18/V0602/FUL 25.05.2018	Alterations to 48 Hawkins Way, including the demolition of an existing single storey side extension, and the erection of a two-storey building comprising two one-bedroom apartments with parking and amenity space. (as amended by plans submitted 8 May 2018 1809 P100 A P103B P104B P105B, proposing a linked extension to provide 2 apartments) John Charles Property Investments	Granted	

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

• **7. MATTERS RAISED BY MEMBERS OF THE COUNCIL**

In respect of the complaint made to SO&VWHDC - the clerk reported a number of responses and that the remainder be asked by a show of hands regarding the standing of the JMC. The 4 remaining councillors were unanimous in the view as held by the majority that the JMC was considered a group.

Resolved That the clerk report the findings back to SO&VWHDC

Cllrs Bristow and Langley looked at the cost and alternatives to repairs or a replacement of the noticeboard at Whitecross. This matter to be discussed and looked at providing further reserve in the budget for that purpose in the future as there is no provision at the moment.

The councillor vacancies - applications had been received from 3 interested parties, Cllr Rayner asked if they had been circulated. The clerk confirmed and it was queried if all 3 could be adopted as they all had merit.

Resolved The clerk to make further enquiries and report

Insurance - The quotation received from CAME for the Parish Council public liability insurance for the year 31st May 2018 - 30th May 2019 was agreed. Proposed by Cllr Ludlow. Seconded by Cllr Bristow. Accepted by majority

Clerk remuneration - The clerk remuneration was confirmed as proposed by invitation and contract of employment. Cllr Ludlow confirmed that with regard to statutory regulations regarding pensions, an approach will be made to detail the requirement in this respect. The clerk confirmed that whilst this is a requirement, the clerk will choose to opt out within the time period of 14 days from the Pensions Regulator's confirmed commencement date.

Cllr Westell rounded up this session with the last point that the bench seat in Wootton is in need of a varnish coat and will seek a suitable person who can carry this out.

• **8. FINANCIAL & ADMINISTRATIVE MATTERS**

a) **Payments made between meetings**

None

WOOTTON PARISH COUNCIL

Tuesday, 5 June 2018

b) June accounts for approval

Erimax Ltd (Nigel McGurk)	£2400.00
Castle Water Ltd (Water rates Cricket Club)	£49.40
ST Grounds Maintenance for April	£498.52
BGG - Verge cutting	£720.00
Dataprint NP 10 copies bound	£100.80
CAME public liability insurance	£1221.37 (subject to revision)
WADSCC Invoice NP (1338)	£78.00
WADSCC Invoice WPC (1418)	£24.00
Clerk Salary May	£839.08
Clerk Expenses May JLO NP	£167.82
Expenses General	£100.00
Sundry Expense Toner cartridge (printer)	£14.95
Sundry Expense GDPR (Refreshments)	£8.47
Sundry Expense GDPR (Cleaning material)	£2.84
Less Clerk recovered - used at home 75%	(£8.48)
Total	£6216.77

d) Application for grants

None

- **9. COMMUNICATIONS RECEIVED**

None

- **10. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS**

None

- **11. FUTURE MEETINGS**

It was confirmed that the next meeting of the council will be on Tuesday 3rd July 2018 at 7.30 pm at the Wootton & Dry Sandford Community Centre

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