

Notice of a Meeting of Woodcote Parish Council

Wednesday 04th September 2024 at 19:30, The Function Room, Woodcote Village Hall

All Councillors are summoned to a Meeting of Woodcote Parish Council.

Members of the public and press are invited to attend all council meetings.

(Public Bodies (Admission to Meetings) Act 1960)

Prior to the start of the meeting; Questions and comments from members of the public (limited to 10 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting. Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.

AGENDA

1. To receive apologies for absence. [LGA 1972 s85(1)]

2. To receive declarations of interest for items on this agenda [LA 2011 s31]

Members to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct. (NB this does not preclude any later declarations)

3. To approve the minutes of previous council meetings [LA 1972 Sch 12. Para 41(1)]

3.1. Meeting held on 07th August 2024

3.2. Matters arising from the minutes not elsewhere on the agenda.

STANDING ITEMS

4. Planning [The Town and Country Planning (Development Management Procedure) (England) Order 2015]

To approve response to the request to consult on Planning Applications

4.1. P23/S2395/O - Land east of Church Farmhouse, Reading Road, Woodcote – **AMENDED**

Outline planning permission for up to 30 dwellings, the provision of a community car park, sustainable urban drainage features, associated landscaping and supporting infrastructure (all matters reserved except access). (as amended by plans & documents received 24 April and 16 August 2024).

WPC Response: *SUPPORTS, strongly endorse the site and plans as an allocated site in Woodcote Neighbourhood Plan*

4.2. P24/S2684/FUL – Byways, Beech Lane, Woodcote, RG8 0PY

Construction of a dwelling house.

To note applications withdrawn prior to decision by the Planning Authority

4.3. P24/S2015/HH - 20 Greenmore, Woodcote, RG8 0RG

Conversion of existing integral garage into a studio. New garage and garden store.

WPC Response: *OBJECTS, with reasons.*

5. Village Green & Folly Field Items

- 5.1. To receive the inspection report for the Play Equipment Areas and agree any actions arising. **Appendix A**
- 5.2. To receive the annual RoSPA reports, and agree any actions arising. **Appendix B**
- 5.3. To approve Terms of Reference for the Village Green Working Group, and approve to advertise for members, to consider appointing at the October or November meeting. **Appendix C**
- 5.4. To consider replacing the signs at the Playgrounds, regarding ownership and also remove member of public name / telephone number.
- 5.5. To approve rate for watering new trees, and approval process to ask for watering to be done.

6. Village Consultation

Consultation Tracker

- 6.1. To review the consultation action tracker, receive updates & approve further actions.

7. Finance 2024-2025

Appendix D

- 7.1. To approve the payments list for September 2024.
- 7.2. To note receipts for August 2024
- 7.3. To note the reconciled bank balances to 31st August 2024

8. To receive Items of Correspondence and agree actions arising.

Correspondence

- 8.1. A letter regarding the Neighbourhood Plan.

OTHER ITEMS FOR CONSIDERATION

9. Training & Development

Appendix E

- 9.1. To consider a list of training courses and if suitable attendance and budget.
- 9.2. To consider Clerk's request to attend SLCC National Conference, October 2024, costs split with Western Valley Parish Council and the Clerk.
- 9.3. To approve split of SLCC membership fees with Clerk's other employer.

10. To approve response to the OALC Subscription Vote 2024

Appendix F

11. To approve adoption of the Oxfordshire Councils Charter

Appendix G

12. To approve formal response of the PC regarding a resident asking us to fell a tree

Appendix H

13. Village Fete

Appendix I

- 13.1. To note advice received from our insurers regarding event insurance.
- 13.2. In light of new information, approve reversing the decision of 01st May "Approve the Risk Assessment for this Parish Council event, managed by the Village Hall Trustees, and look at making the insurance process more robust for all events on Parish Council land."
- 13.3. Approve a grant to the Village Fete Committee to purchase their own event insurance.

14. To consider actions regarding the Parish Council registered land on the corner of Reading Road and Greenmore.

15. To approve a speed survey on the Reading Road, South Stoke Road & Greenmore, at the recommendation of OCC, budget £200 per survey approximately, to support decisions on future VAS/SID installation.

16. To approve new or updated governing documents

16.1. Co-option Policy (Updated)

Appendix J

16.2. Vexatious Requests Policy (Updated)

Appendix K

16.3. Document Retention Policy (Updated)

Appendix L

16.4. Equality and Diversity Policy (Updated)

Appendix M

16.5. Bench Policy (New)

Appendix N

17. Matters for future discussion

18. To agree list of items from this meeting to be submitted to Woodcote Correspondent or our Facebook Page as a Parish Council Update.

- To ask local organisations to provide values of intended grant requests for FY 2025-2026 no later than 18th October to feed into the November Budget.

19. To consider and, if thought fit, approve the following motion: In view of the confidential nature of the business about to transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.

Confidential Papers

19.1. Consider quotes for 3x3 Basketball court markings on the Folly Field, if suitable appoint contractor and budget.

19.2. Consider quotes for Parish Insurance, renewal date 1st October, approve provider and budget.

20. Confirm the date and time of the next Council Meeting: 02nd October 2024.

Items for the next agenda to be submitted to the Clerk no later than 24th September for inclusion on the next agenda.