

Notice of a Meeting of Woodcote Parish Council

Wednesday 19th February 2025 at 19:45, The Main Hall, 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 15th January 2025

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

4. Vacant Seats [Representation of the People Action 1985 s21]

4.1. To note the resignation of Cllr L Bilbe. Subject to confirmation no election has been called, to note the seat can be filled by co-option.

4.2. To note the council has 2 vacant seats and receive and consider applications from candidates.
Candidates to be invited to make verbal representations, Cllrs will have the opportunity to ask candidates a few questions before proceeding to vote. Note: If a candidate is unable to attend the meeting, the application can still be considered and voting will be based on the application only.

4.3. To approve co-opting members to fill the vacant seats.

4.4. To receive declarations of acceptance of office from newly co-opted councillors.
To be countersigned by the Clerk, at which point the new councillor(s) may join the meeting.

5. To appoint a Vice-Chair for Q4 of the Council Year (February-April)

6. Greenmoor Ponds

Appendix A

6.1. To note and approve the tree works for the site access costs have increase to £1,240.
The donation from WGC was £1500, which covers the entirety of these works.

6.2. To review the proposed restoration plan methodology, to approve methodology to progress and/or agree actions, including updated information from White Horse, which was requested after the last meeting.
Note contractor to be appointed at the end of the meeting, in the confidential session.

6.3. To note the advice-note from J Hatt, stating they will not quote for this work.
After discussing the matter for a long while, [Hatts] have decided that we will not put forward a tender for this project against the Briefing Document. Having undertaken work on the pond directly, [Hatts] does not believe that a

puddled clay liner is the right option, either financially & practically, in this scenario. As such, we do not wish to quote for this work as per the document.

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

To note decisions of the Planning Authority

- 7.1. P23/S3441/FUL & P23/S3442/LB - The Oratory School, The Oratory Drive, Woodcote, RG8 0PJ - **- GRANTED**

Removal of existing defective roof coverings and replacement with suitable materials; provision of new roof lantern and rooflights; associated carpentry repairs; overhaul of rainwater goods.

WPC Response: *SUPPORT this application subject to views of the Conservation Officer.*

- 7.2. P24/S3898/HH – Shamba, Beech Lane, Woodcote, RG8 0PY – **GRANTED**

Single storey side extension to replace existing.

WPC Response: *NO OBJECTIONS*

8. To approve responses to other requests to consult

- 8.1. To receive recommendation from the working group and approve response to Ministry of Housing, Communities and Local Government (MHCLG) consultation: Strengthening the Standards and Conduct Framework **Appendix B**
- 8.2. To approve response to the informal consultation to speed limit changes on the A4074 and A4130, this is part of the “Vision Zero Speed Management programme”. **Appendix C**

9. Village Hall **Appendix D**

- 9.1. To receive tender documents pack, agree amendments to propose to WestWaddy.
- 9.2. To approve budget for Parish Council solicitor advice and administration to split the Village Hall and Recreation Ground/Village Green Charity.

10. To receive a report on the Caversham 3rd Bridge Proposals, agree actions and/or official statement from the Council regarding the proposals.

11. Clerk's Report **Appendix E**

- 11.1. To consider and if thought fit, approve purchasing “Unknown Tommy Statues” for the village green and lamp post poppies, subject to approval from OCC, and “lest we forget flag” for the Village Green gate.
This has been proposed by a member of public who wishes to fundraise for this purpose and make a donation to the parish council, see appendix for further details.
- 11.2. To consider potential Parish Council activities for VE Day 2025, and agree actions and proposed budget.
- 11.3. To formally approve P Tshering's appointment as Assistant Clerk at SCP 17, 8 hours per week.
Note, in accordance with the decision in the December meeting, the hours of the Clerk and Assistant Clerk are managed to ensure the salary budget for each month is not exceeded, if the Assistant Clerk works more hours, the Clerk's hours are reduced by a proportionate amount, and shall be reported to the Council regularly.

- 11.4. To approve SLCC membership of the Assistant Clerk (Budget £160), to support learning and training.
- 11.5. To approve ILCA training for the Assistant Clerk (Budget £120)
- 11.6. To note the resignation for P Solomons as Trustee of the Griffith Higgs South Stoke Educational Charity (Or Trust), and formally approve appointing R Hubbard as the successor, as required by the Charity's constitution.
- 11.7. To approve update of office furniture, to facilitate safe working of two employees, and firesafe and secure storage of parish files and records.

12. Finance 2024-2025

Appendix F

- 12.1. To approve the finalised payments list for January 2025 & approve payments for February 2025.
- 12.2. To note receipts for January 2025
- 12.3. To note the reconciled bank balances to 31st January 2025.
- 12.4. To approve updating the bank mandate for all accounts.

13. Finance 2025-2026

- 13.1. To approve receiving Community Infrastructure Levy (CIL) payments for the next financial year.

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

~~Correspondence~~

None.

15. 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

- 15.1. To consider quotes for the Greenmore Ponds Restoration, agree budget and approve contractor.

16. Matters for future discussion

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

18. Confirm the date and time of the next Council Meeting – 19th March 2025