

Woodcote Parish Council

Minutes of the Parish Council Meeting held in the Function Room, Village Hall, Woodcote Wednesday 15th February 2017 7.30pm

Present;

Chair Mr R Pierce

Vice Chair Dr G Botting
Mr A Crockett
Mr M Smith
Mr D Booth
Mr B Williams (Minutes)
Mrs S McGurk (part time)

1. To receive apologies for absence;

Ms Jenny Welham
Dr P Sudbury
Mrs D Hadaway

2. To receive declarations of interest:

None.

3. Public Forum

No members of the public were present.

4. To approve Minutes of the Parish Council Meeting held on 1st February 2017

Approved as a true record.

5. Matters arising from those Minutes not on the agenda elsewhere

5.1 Councillor Crockett will liaise with the Higley brothers to ensure a supply of bin bags is available for the new waste bins when installed.

5.2 The Parish Clerk was requested to check as to if we need to continue to pay premium rates for “dog bin” emptying when regulation changes make it permissible for dog waste to be deposited in general waste bins,

6. Planning

6.1 Planning Applications

P17/S0294/HH Extension & alterations **Address:** Applewood, Goring Road, Woodcote RG8 0QD

Approval recommended

P17/S0370/HH front & rear extension **Address:** 62 Wayside Green, Woodcote RG8 0QJ

Refusal recommended

The Parish Council is concerned that the rear first floor extension will have a negative impact on neighbours (loss of light).

Note. It was agreed Councillors Smith/Booth would ensure SODC is notified of the Parish Councils recommendations regarding the above planning applications.

6.2 Applications Granted by SODC

None reviewed

6.3 Applications Refused by SODC

None reviewed

6.4 Other Planning Matters

6.4.1 SODC Meeting

Councillors Botting/Smith reported on a recent meeting with SODC Planning (Emma Bowman) regarding the Garden Centre planning application. The meeting was positive and Councillors Botting/Smith will liaise with Emma Bowman regarding the details of conditions to be applied (in particularly those concerned with site access etc.)

6.4.2 Reservoir Site Planning Application

The Chair agreed to progress this matter.

7. Finance

7.1 To approve payments and note receipts

M Lillywhite	NHP domain & web items	14 th Feb.	£76.62
Henley Standard	NHP Ad for sites	14 th Feb.	£195.26
L Crockett	Litter picking Feb.	28 th Feb.	£200.00
J Welham	Feb. Salary	28 th Feb.	£813.14
K Smallbone	Gardening	14 th Feb.	£30.00

The above payments were agreed.

There were no receipts noted.

7.2 Quotations/Grants received for review/approval

None reported

8 Other Committee Reports

8.1 WNP2 Public Attitude Survey

Councillor Smith reported initial results; based on a response level of 70% the results showed continuing strong support for the current Neighbourhood Plan policies.

When all outstanding survey groups have submitted their results outcomes will be published online and in the Correspondent.

The Parish Council expressed their thanks to all those who supported the survey process.

8.2 Village Hall Committee

Heating repairs have been completed

An online booking system is being tested.

Future booking revenues are being reviewed to establish cost/revenue implications.

8.3 Traffic Group

Work continues regarding the Zebra Crossing project.

Note will be taken of the public attitude survey (8.1) feedback regarding concern over traffic safety issues on Greenmore Road adjacent to Wards Farm.

8.4 Neighbourhood Plan Group

Councillor Botting is progressing government grants to support Group activities.

A listing of potential developments sites to support possible future neighbourhood plan requirements is being compiled (SODC have yet to publish their listing of potential development site for larger villages in South Oxfordshire).

9. Other Matters for the Chairman

9.1 Stay and Play Group

Councillor McGurk agreed to bring forward a proposal to support the continuation of this group.

9.2 Waste Bins for Wayside Green

Councillor McGurk agreed to bring forward proposals for suitable waste bin locations on Wayside Green.

9.3 Parish Clerk and Village Hall Manager Duties

The Parish Council recorded their best wishes to the Parish Clerk and hope that she has a speedy recovery from her current illness.

The Chair indicated his intention to visit Jenny on Friday 17th February.

9.3.1 Interim measures

RP/GB/DB will approach suitable candidates to undertake Clerking and Village Hall Management duties whilst the Parish Clerk is indisposed.

GB will approach SODC (Steve Corrigan) for support.

RP/GB will arrange to monitor Parish Council email traffic / post and direct for action as appropriate.

It was agreed to establish and publish a “recovery procedure” in case of any future unavailability of key Parish Council staff (Parish Clerk and Village Hall Manager). RP/GB to initiate process.

10. Correspondence

None reported

11. To note date of the next meeting: Parish Council Meeting Wednesday 1st March 2017

Woodcote Parish Council

Minutes of the Woodcote Allotment Trustees meeting held in the Function Room, Village Hall, Woodcote Wednesday 15th February 2017 7.00pm

Present

Chair Mr R Pierce

Vice Chair Dr G Botting
Mr A Crockett
Mr M Smith
Mr D Booth
Mr B Williams (Minutes)
Mrs S McGurk (part time)

1. To receive apologies for absence;

Ms Jenny Welham
Dr P Sudbury
Mrs D Hadaway

2. To receive declarations of interest:

None.

3. Proposed Amendments to Allotment Tenancy Agreements

Proposed amendments were reviewed and agreed subject to the following changes:

3.1.1 a schedule will be attached specifying who holds which plots, their area and resultant annual rental cost.

3.1.2 a clause shall be added allowing for an annual rent review to be carried out and for rent to be adjusted if required

3.1.3 a clause will be added that requires allotment holders to notify the Allotment Committee if they have any change of address.

4. Allotment Finances

It was agreed that the Allotment Committee will be asked to review the current accounting format they use and seek to improve its clarity & transparency. Councillor Booth agreed to

progress this and present a further review of Allotment accounts within 3 months.

5. The meeting closed at 19.30.