

WOOTTON PARISH COUNCIL
Meeting on Monday 11th September 2017
at 7.30pm
Village Hall

MINUTES

Present

Cllr. P. Loftus (Chairman)
Cllr K Braden
Cllr S Gabbatiss
Cllr. L. Seymour
District Cllr. C. Cottrell-Dormer
3 members of the public
J Carlin (Clerk)

The meeting opened at 7.30 pm

1. **Apologies:** Cllr. Thomas, Cllr Gubbins, Cllr. Warner
2. **Disclosure of Interest** to be Minuted – Cllr Braden is a Governor of Wootton Primary School as a Local Authority Representative
3. **Approval of Minutes of the Annual Parish Council Meeting of Monday 10th July 2017:** The Minutes of 10th July 2017 were unanimously approved and signed as a correct record of the meeting.
4. **Matters Arising from the Minutes which are not covered elsewhere:**
 - Noticeboard and upkeep of seats:** refurbish before winter.- Cllr Gubbins to report at November meeting
 - **Wootton Peace Memorial:** has now been granted Listed Building Status Grade II . The List entry for this building, together with a map, has now been published on the National Heritage List for England. The List can be accessed through the website: www.historicengland.org.uk ref No. **1448728**
 - **Visit of French Mayor:** this was a great success and much enjoyed by the visitors and Wootton residents – Congratulations to Nicholas and Didier, Revd. Stephen Jones, the refreshment ladies, accommodation providers and everyone involved in the hard work of ensuring the visit went without a hitch. Cllr. Thomas was the only councillor able to attend the welcome at the Killingworth Castle on the Friday evening..Thank you to all the organisers on behalf of the Parish Council
 - **Fund Raising for Play Area:** The estimated cost for refurbishing the Play Area is £40,000 - £50,000 and a sub-committee of the Playing Field Management Committee has been set up to raise the funds with Graham Lawrence in charge. A grant of £1,000 has already been secured and an application is currently being made to WODC for a grant of approx 25% of costs. Under the terms of this grant Wootton Parish Council has confirmed that the Memorial Playing Field was gifted to the Village in perpetuity therefore meeting their requirement that the Playground will remain accessible to the public for at least the next 15 years and the Parish Council, as Trustees have confirmed their consent to the replacement of the Playground and agreed to make a contribution equal to at least one quarter of any grant received from WODC (to be raised from donations and fund raising) The Fun Day held at the August Bank Holiday on the Memorial Playing Fields was a great success and raised £700 towards the refurbishment of the Play Area. Plans and currently a total of £1,700 is so far being held in No. 2 Account – Cheques should be made payable to 'Wootton Parish Council'
 - **Wootton Website:** Cllr Gabbatiss has designed a banner advertising the website which is currently on display outside the school and can be easily moved to different venues – thanks from the Parish Council . There has been an encouraging increase in hits to the site and **Cllr Gabbatiss** hopes to arrange contributions from the Sports Club, in particular football. for the new season. **Cllr. Seymour** to approach Dom Knight re possible reduction of annual costs.
5. **County Council and District Council:** In his August report County Cllr. Hudspeth announced that funding has been found to create a turning circle for Parkway buses at the Wootton turn – this is mainly to ease pressure on Woodstock town centre and residents of Old Woodstock and does not directly benefit Wootton. However the possibility was raised of having a bus stop at the site which could be a useful link to the Parkway Station. **Cllr Loftus** to enquire


13/1/17

District Cllr Cottrell-Dormer queried whether there had been any Parish Council objections to the planning application for development of the Land West of Marriott Close – now Approved . The Parish Council had considered that development of this land owned by the Clutterbuck Trust was inevitable. None of the new houses will be affordable housing provision as a scheme of 10 units or fewer does not require contribution to affordable housing.

6. Proposed Planning

- **Parrotts, Church St, Wootton** – (17/02033/HHD) Omit the kitchen window on the south side and install French doors on the west elevation. Build the approved proposed conservatory against the stone wall on the south side – **Approve**
- **Parrotts, Church St, Wootton** - 17/02034/LBC) Alterations to include omitting the kitchen window on the south side and install French doors on the west elevation - **Approve**
- **Land West of Marriott Close, Wootton** – J Clutterbuck Childrens Discretionary Trust (17/01333/FUL) Erection of ten dwellings with associated works – **Approve**
- **Parrotts, Church St, Wootton** - Mr Mark Eccles-Williams (17/01726/LBC) (17/01725/HHD) Single storey rear extension and widen vehicular access. Erection of new entrance gates – **Approve**

- **Parrotts, Church St, Wootton** – Mr Mark Eccles-Williams (17/01652/FUL) Build single storey cottage – **Approve Parrotts, Church St, Wootton** - Mr Eccles-Williams (17/02566/FUL) Erection of staff cottage with integral double car port – **under consideration**. The Parish Council commented on the excessive number of planning requests for this property but several are re-designs. It is believed that the owners have purchased an adjacent plot which is a possible threat to trees but these are protected unless rotten. Queries have been sent to WODC re roofing material of the new building
- **Wootton Down Farmhouse, Wootton, Woodstock** - 12th Duke and Duchess of Marlborough (17/02659/HHD) and (17/02660/LBC) Formation of two new Dormers on West elevation of Studio Extension House C to match those on East elevation.

7. Financial Matters and Bills to pay

Parish Council bank balances:

Current (No 1 a/c): £6,087.33

Parish Council Project Fund (No 2 a/c): £ 2,142.43

Business Reserve a/c: £0.30

Parish Clerk Work: £72.70 Cheque No. 000449

HMRC for Clerk's tax: £18.20 Cheque No. 000450

WEL Medical Ltd – spare replacement pads £44.88 Cheque No. 000451

Wootton Playing Field Committee – money held in No 2 A/c £220.00 Cheque No 000006

Wootton Playing Field Committee – money held in No 2 A/c £84.08 Cheque No. 000007

Rospa Playsafety inspection £88.20 Cheque No. 000452

Annual external audit fee BDO £120.00 Cheque No.000453

Wootton Web Banner £45.00 Cheque No 000454

2nd Instalment Precept Grants: St Mary's Church Wootton £325 Cheque No 000455

Wootton Community Stores £393.50 Cheque No 000456

Wootton Primary School £375 Cheque No 000457

Wootton Village Hall £75 Cheque No 000458

Wootton Memorial Playing Field £250 Cheque No 000459

Wootton Conservation Trust £175 Cheque No 000460

Wootton Baby and Toddlers Group £200 Cheque No 000461

Wootton Sports Club £175 Cheque No 000462

8. **Cows in Jubilee Meadow** : A local resident, Mr Carl Hodinot, was knocked over by a cow in the meadows on 11th August and suffered a broken hip. The Parish Council is pleased to hear he is now up and about. This land is not Parish Council responsibility and there is no public right of way. The Parish Council is grateful to the Conservation Trust for allowing the land to be enjoyed by Villagers and there are warning signs to keep dogs on leads and be aware of young cows.



9. **Cutting of hedge at Burditch Bank:** Mr Dixon is no longer able to undertake this work and the cheque (000426) which had been drawn in readiness has been cancelled. Mr Alan Hilsdon from Kidlington has been to look at the hedge and agreed to carry out the work along with Mike Hallam mid-September. His fee is £15 per hour and estimates that the work will take approx 5 hours.

10. **Notice of Conclusion of Audit:** the Annual Return has been approved by the external auditors BDO. The certificate has been put on the notice board and published on the Wootton website. BDO will no longer be external auditor for the year ended 31.March 2018 onwards. A new auditor will be appointed under the Smaller Authorities Audit Appointments.

11. **Public Rights of Way for Oxfordshire:** Mr Paul James, past Chairman of Wootton Parish Council, has passed on for safekeeping some excellent Ordnance Survey maps of Public Rights of Way around Wootton. It was suggested that Wootton Walkers would be very interested to view them and also the Footpaths Representative, Robert Wagstaffe., **Cllr Loftus** to see if copies of the maps can be made

12. **Precept Grant application forms:** to be sent automatically to past recipients and an article in Outreach inviting any new applicants. Forms should be returned to the Clerk (janecarlin2@hotmail.com – 18 Rectory Lane, Woodstock OX20 1UF) by the end of October to give the PC time to consider them before the meeting in November. All applications must include accounts for previous years and details of how the grant was used and proposals for future use. - **Clerk**

Any Other Business:

- **Cars parked outside Kings Cottage, Castle Road:** a local resident has raised concerns over road safety caused by cars parked outside 5a Castle Road, which is a new house built on the site of two old garages. The site has two designated parking spaces under the planning conditions, currently behind wooden doors. This is a very dangerous corner and cars parked outside cause a significant hazard. **Cllr Loftus** to write a letter
- **Youth activities:** a new resident to the village, Mr Geza Kiss attended the meeting and expressed a willingness to become involved in any outside school activities for young people in Wootton. He and his family live at Well View Cottage and his contact e mail is: mr.gezakiss@gmail.com. The Parish Council welcomes him to Wootton

The meeting closed at 8.15 pm

Future Meeting

Monday 13th November 2017 at 7.30 pm

Monday 8th January 2018 at 7.30 pm

Monday 12th March 2018 at 7.30 pm

Monday 14th May 2018 Annual Parish Meeting at 7.00pm

followed by Parish Council Meeting at 7.30 pm

Monday 9th July 2018 at 7.30 pm

Monday 10th September 2018 at 7.30 pm

Monday 12th November 2018 at 7.30 pm

Jane Carlin (Clerk)