

WOOTTON PARISH COUNCIL
Meeting on Monday 14th September 2015 at 7.30pm
Village Hall

MINUTES

Present

Cllr M Tuely (Chairman)
Cllr A Warner
Cllr P Loftus
Cllr L Seymour
Cllr J Thomas
Cllr J Yates
J Carlin (Clerk)
District Cllr. C Cottrell-Dormer

The meeting commenced at 7.30 pm

1. **Apologies:** Notice of resignation with immediate effect received from Cllr D Parsons. Cllr. Tuely expressed his thanks for a very long service of many years as a councillor for Wootton. Cllr Parsons was always willing to help and an invaluable source of local knowledge which will be greatly missed. A notice of vacancy has been put on the Parish Council noticeboard - **Clerk**
2. **Disclosure of Interest:** there were no disclosure of interests
3. **Approval of Minutes of the Parish Council Meeting of Monday 13th July:** The Minutes of 13th July 2015 were unanimously approved and signed as a correct record of the meeting.
4. **Bus Service for the Bartons and surrounding areas:** Mr Chris Puttick outlined his proposals for the creation of a bus service set up as a Community Interest Company and run as a social enterprise on a sustainable, self-funded basis. There are two planned routes, one terminating in Oxford which would pass through Glympton and Wootton en route to Woodstock and Oxford Parkway and the second terminating in Banbury. These could be run as peak time routes and there would also be 'specials' which would run as one-offs to places of interest for target groups in the local community eg, weekly farmers markets, football games, small school trips. Cllr Yates suggested the Drama School may be interested as their premises are difficult to reach for students in lodging accommodation. The two proposed vehicles would be midi-sized and fully electric which reduces the fuel and servicing costs significantly. Work is being undertaken to get community support in the Bartons and interest from other parishes that could benefit. The funding is likely to be a mix of grants and investment from individuals and organisations. Mr Puttick would welcome any support, interest and views from Wootton residents – there are details on the notice board or e mail wewant@ourbus.co. The Parish Council were unanimous in their support of the scheme and gave thanks to Mr Puttick for attending the meeting.
5. **Matters Arising from the Minutes which are not covered elsewhere:**
 - **Mobile Library Service:** Wootton Village Hall Committee were very happy for the Mobile Library Service to use their facilities.
 - **Change of Bank Signatories:** Bank has been given all necessary paperwork
 - **Wootton Website:** Cllr Seymour was pleased to report that Millie Knight has volunteered to help set up and manage a Wootton website. Millie is keen to recruit additional volunteers, particularly teenagers and will be able draw upon the expertise of her father Dom. An advertisement to be put in Outreach for additional help and the Parish Council need to establish what they would want from a website. It would be very useful to have a calendar of events and publish information from the District and County Councils. All agreed it would only work if it was kept up to date. A meeting to be held to discuss the details in October – **Cll Seymour**
 - **Frequency of Power Cuts:** Cllr Warner listed a total of 13 power cuts in Castle Road during the period 17th April – 3rd September. Power supply has to be off for 12 hours before compensation is paid but



obviously the frequency of incidents is unacceptable and damaging to businesses. These are now not attributed to cows and currently Glympton land is not accessible for tree cutting until the completion of the shooting season. The root problem is thought to be the age of the transformers which are old and damaged. Cllr Warner has pressed for the matter to be taken to the highest level. Letter of complaint to be sent from Wootton Parish Council – **Cllr Warner**

- **Church Memorial:** Cllr Tuely reported that he has now received a second quote from Humphries stonemasons (£5,612) which is considerably more expensive than the original quote from Joslin's (£1,890) Two quotes are necessary to submit the grant application. District Cllr Cottrell-Dormer also recommended Horton's farm as a possible third source. Cllr Tuely felt that Joslin's had made an excellent job of St Giles Memorial and also the Woodstock war memorial. He also felt confident that if the grant was approved the balance of money can be raised by private donations.- **Cllr Tuely**

6. County Council and District Council Matters:

- **District County Council:** Dist Cllr Cottrell- Dormer outlined his concerns regarding the Woodstock East development of 1200 houses with the Pye-Blenheim planning application and sought Wootton Parish Council support for refusal. The District Council has in place a five year land supply for the development of additional housing set out in the Local Plan , excluding the 1200 houses. The Parish Council agreed to send a letter of objection on the grounds that the whole nature of Woodstock would be threatened and destroyed which would impact on Wootton residents who rely on using the towns facilities. The other concern he raised was proposals from the Chancellor of the Exchequer to prohibit holding of money by District Councils. The money has been held in bonds which is used to keep the Council Tax down – West Oxfordshire has managed to maintain the same level of Council Tax for five years. To try and prevent this money being lost the District Council will look to invest in existing housing schemes where it can't be taken back.
- **County Council:** In County Cllr. Hudspeth's August and September Report he explained that the Cuttleslowe and Wolvercote roundabouts are being done together and the work will take more than a year. Doing them together will ultimately significantly reduce the overall length of time drivers are impacted but will have a major impact on journey times and drivers are urged to consider other routes or other modes of transport. Supported transport public consultation – as part of the 2014/15 budget, The Council has agreed to save around £3.6 m by reviewing all 'supported transport' services. There has been an ongoing consultation that finished on 14th September . . . Household Waste Recycling Centre Strategy – the overall budget to be reduced by £350,000 for 2017/18 and it is proposed to reduce the number of sites from seven to three or four. The new sites will be located in Central North Oxfordshire, Central Oxfordshire Central South Oxfordshire with a possible fourth site to be determined. There is a current public consultation running from 10th August to 5th October (see notice on board) .

7. Planning:

- Old Gloving House, Mill Lane, Wootton. Part re-roofing. (15/02363/LBC) – **Refused**
- Grims Dyke Farm, Woodleys. Conversion of redundant traditional barn to form a dwelling with associated parking and landscaping. (15/02953/FUL)
- Sansomes Farm Studio, Wootton. Single storey extensions to existing buildings for form additional space for student accommodation (15/02331/FUL) – **Approve**
- Wootton Down Farm, Wootton: Extensions and alterations to farmhouse. Change of use and conversion of barns and outbuildings to form additional accommodation to house. Demolitions of agricultural buildings. Remodelling of hard and soft landscape. (15/02969/FUL)

Concern was raised at refusal of the Old Gloving House, part re-roofing. This has now been completed using all Stonesfield Slates rather than an alternative of imitation slates for the roof area out of sight.

- 8. **Standing Orders:** A copy of the standing orders relevant to Wootton (September 2002) was circulated to all councillors. It was agreed to look at these and discuss at the next meeting if necessary – **Parish Council**

9. Financial Matters and Bills to pay

Parish Council bank balances:
Current (No 1 a/c): £ 3,042.16

Parish Council Project Fund (No 2 a/c): ~~£947.33~~ £1125.53

Business Reserve a/c: £180.14

- Parish Clerk Work: £72.70 Cheque No. 000365
- HMRC for Clerk's tax: £18.20 Cheque No.000366
- RoSPA annual inspection £85.20 Cheque No.000367
- In honarium payment to Mr E Buswell £150.00 Cheque No.000368
- BDO additional fee for supporting documentation £42.00 Cheque No 000369

- 10. Annual Audit:** Completed and approved for year ending March 2015. There are three issues which were not properly addressed: Risk Assessment to be carried out in November; proper review and acceptance of the budget by the Parish Council and full consultation on setting of the Precept. A charge of £35 plus VAT was incurred for these omissions. Notice of Completion of Audit is displayed on the notice board from 7th September 2015
- 11. Village Precept Application Forms:** Forms to be sent out to last year's recipients and also an item put in Outreach inviting applications. Forms need to be returned by the beginning of November to give the Parish Council a chance to look at them before the Parish Council Meeting on 9th November. Forms obtained from the Clerk, Jane Carlin, 18 Rectory Lane, Woodstock OX20 1UF or e mail janecarlin2@hotmail.com
- 12. Road Sign for Milford Lane:** complaint received from local resident that Milford Lane was only signed at the Milford Bridge end at the B4027 junction. There is no sign in the village opposite the School. This had led to the drains along the road from Church Street to Milford Place past the allotments being missed by Oxfordshire County Council Highways on a recent drain cleaning visit. This matter has been passed to the District Council who will order a sign.
- 13. Traffic in Wootton:** E-mail received from Mr James Fletcher suggesting that the parish council should request a 20mph speed limit for the whole village thereby reducing the number of signs and hopefully slowing the traffic. This has been requested before and given low priority by the County Council as there have been no significant incidents. **Clerk** to request – also replacement of sign at the top of the hill leading down to West End is in poor repair.
- 14. Resilience Fund Communities Grant:** Applications invited from communities in the Southern Electric Power Distribution area eg. sandbag stores, generators, urns, emergency heating appliances Decided that the problems of storage and access were not practicable plus Wootton is not likely to be in a prime bad weather area.
- 15. Any Other Business:**
- **Conveyance of Burditch Field:** There have been questions over the terms of the conveyance in 1949 from Reginald Killingworth Powell by which the Parish Council acquired the Burditch Field. It was agreed to obtain a copy in order to be able to end the debate for good. Since the meeting the Chairman has obtained a copy and the relevant clause states as follows: "*That the property hereby conveyed shall be and is hereby permanently dedicated as a public open space or recreation ground for every day in the week for the use of the inhabitants of and visitors to the Village and Parish of Wootton, and, shall henceforth be used and occupied as such and for no other purpose whatsoever*".
 - **Trees cut down at side of Marriott Close:** Cllr Thomas commented that she was surprised this had been allowed by Green Square Housing Association. This was in response to a complaint that the trees had been shading a house but the trees were mature and fruiting and cut back very drastically.

The meeting ended at 8.40 pm.

Future Meeting Date **Monday 9th November at 7.00 pm** NB early start for precept applications
Monday 11th January 2016 at 7.30 pm
Monday 14th March 2016 at 7.30 pm
Monday 9th May 2016 at 7.30 pm
Monday 11th July 2016 at 7.30 pm
Monday 12th September 2016 at 7.30 pm
Monday 14th November 2016 at 7.30pm

Jane Carlin (Clerk)

A/E Laly

9/11/11