

**WOOTTON PARISH COUNCIL**  
**Meeting on Monday 11<sup>th</sup> May 2015 at 7.30pm**  
**Village Hall**

**MINUTES**

**Present**

Cllr M Tuely (Chairman)  
Cllr A Warner  
Cllr P Loftus  
Cllr L Seymour  
Cllr Joan Thomas  
J Carlin (Clerk)  
County Cllr. Ian Hudspeth  
District Cllr Charles Cottrell-Dormer  
1 member of the public

The meeting commenced at 7.50 pm following the Annual Parish Meeting

**1. Apologies:** Cllr. D Parsons

**Re-election of Chairman and Vice-Chairman:** Cllr Tuely was re-elected as Chairman ( Prof. LS, Sec. PL) and Cllr Warner re-elected as Vice-Chairman (Prop. JT, Sec LS)

**3. Disclosure of Interests:** None

**4. Adoption of Standing Orders.** A copy of the Standing Orders Part Two was given to the two new councillors. **Cllr Thomas** to check if she has a past copy of the amended Standing Orders relevant to Wootton.

**5. Approval of Minutes of the Parish Council Meeting of Monday 9<sup>th</sup> March 2015**

The Minutes of 9<sup>th</sup> March 2015 were unanimously approved and signed as a correct record of the meeting.

**6. Matters arising from the Minutes not covered elsewhere:**

- **Poor condition of the verge south of the bridge at West End;** the collection of pipes have now been removed and the wall opposite is being repaired by Glympton. The wall in front of the cottages is still in a mess. As the occupants are mainly new they may not realise it is their responsibility. **Cllr Warner** to follow this up.
- **Memorial in Churchyard:** Cllr Tuely reported he has now received a very long form to complete plus requirement of photo evidence in order to qualify for a grant. Once this is completed he will obtain an additional quote for the work. **Cllr Tuely**
- **Bus Service – Improvement -** Cllr Loftus had only received 1 complaint of the bus not turning up and had forwarded this on.

**7. Co-Option of new Councillor –** Jane Yates, who had applied to fill the vacancy and attended the meeting was co-opted and welcomed onto the Parish Council.

**8. Declaration of Acceptance of Office –** Cllr Joan Thomas signed the Declaration.

**9. Change of Bank Signatories** Application has been made to National Westminster Bank for a change in authorised signatures. Following their resignation, Mr Dave Baldwin and Dr Trudie Lang have been removed and the new councillors to complete the necessary bank form.

**10 County Council and District Council Matters:** County Cllr Hudspeth explained there had been no April report because of the Elections. He warned of hard challenges ahead. Savings of £292m have already been made and currently the budget for the year is being worked out which will see a cut in government grant from £122m to £49m. Wherever possible services are being shared eg Bucks/Berks/Oxon Fire Service and

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Hampshire/Oxon education but huge pressures because people are living longer on Social Services and Children's Services, especially after the Bullfinch Trial (cost £8m) are under huge pressure.

Draft Local Plan: County Cllr Hudspeth pointed out that this is still not fixed Blenheim would still be able to go to appeal and possibly get their proposals through. On the plus side, it would mean that the development came as a package involving link-and-ride, new school, community centre and sustainable housing. If the Local Plan is adopted Blenheim would find it harder.

District Cllr Charles Cottrell-Dormer mentioned that several complaints had been received concerning the separate recycling boxes all being emptied in one collection lorry. Modern practice is to sort mechanically back at the depot by weight, colour, material etc. In the future it is hoped the number of bins per household will be reduced. The District Council is still seeking a replacement for the Dean Pit closure, although County Cllr Hudspeth said this is unlikely following the introduction of household green bins for garden waste and lack of money.

## 11. Planning:

- Idlecombe, Burditch Bank, Wootton (APP/D3125/D/15/3006622) – **Appeal Granted**

**NB.** The Parish Council had lodged strong objections against this application which were all overruled on Appeal

- 75 Castle Road, Wootton. Alteration and conversion of garage and erection of link extension. Mr Richard Mulcock (15/00946/HHD)
- The Bake House, Chapel Hill, Wootton – alterations to internal layout including raising of existing garage roof height to create additional first floor accommodation and erection of single storey rear extension (15/01556/HHD)

**NB.** The Parish Council to object to this application. The Bake House is situated in the oldest part of the village and is a stone built building. Plans show this being replaced with wood cladding on the rear extension which is not felt to be appropriate - **Clerk**

- 44 Castle Road, Wootton. Extension and refurbishment of existing outbuilding to form storage area. Mr Mark chesterman (15/01581/HHD)

## 12. Financial Matters and Bills to pay:

Since there had been no Extraordinary Meeting there had been no opportunity to approve the accounts. These were therefore unanimously approved (Prop. PL, Sec. LS).

The First instalment of the payment from West Oxon District Council Precept payment has been received (£4,499.76).

Parish Council bank balances:

Current Account (No 1 a/c): £8,248.38

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

Business Reserve a/c: £180.10

- Parish Clerk Work: £72.70 Cheque No 000358
- HMRC for Clerk's tax: £18.20 Cheque No 000359
- Transfer of VAT reclaimed from No 1 a/c to No. 2 a/c owed to Wootton Playing Field Committee: (A.J Greatbatch £164.00 and ROSPA inspection £14.20): £178.20
- AON Insurance £788.89 Cheque No. 000360
- Precept Payments: totalling £4,287 Cheque Nos: 000349 - 000357

## 13. Grass Cutting Grant:

This has been reduced this year by 50% to £542.64 (Last year £1085.27). The Budget Forecast has been revised to incorporate this. The Council has been approached by Oxfordshire Wildlife and Community Gardens offering to give a 5 minute presentation of their services including grass cutting. They have been invited to attend the parish meeting on 13<sup>th</sup> July. The current grass cutting tender of 7 cuts per season is due for renewal in 2016 (£1025.00)

## 14. Annual Return and Audit:

the Accounts have been checked and verified by the RFO (Ric Adams) and the internal auditor (Phil Parker). Cllr Tuely expressed his thanks to both of the above. The audit forms were

signed at the meeting and will be sent to BDO for final approval. A notice will be displayed from 25<sup>th</sup> May inviting the public to inspect the Accounting Statements during the period 8<sup>th</sup> June 2015 – 3<sup>rd</sup> July 2015.

15. **Risk Assessment:** Unfortunately this was overlooked last year but was signed at this meeting.
16. **Emergency Planning Update:** The emergency plan for Wootton remains unchanged – the Village Hall being designated as a Reception Centre. Cllr J Yates agreed to include her phone contact details in case of an emergency to replace Dr Trudie Lang following her resignation.
17. **Insurance of the Defibrillator-** this has been added to the AON insurance cover.
18. **Any Other Business**
  - Cllr Thomas raised a concern she had received about young people travelling on the last bus from Oxford being dropped on the main road and having a long unlit walk back to Wootton. The possibility of the S3 late bus diverting off the main road and around the loop to drop passengers at the top of the hill was discussed – but considered unlikely. Best to ensure they carried a torch.
  - There is a potential problem with a barbed wire fence, largely hidden by greenery, on the ground at the side of Milford Bridge parallel to the river. This land is owned by the Parish Council and there could be a danger to dogs, walkers etc. **Cllr Warner** to inspect.
  - It would appear that vehicular access is being prepared at the front of Burditch House, possibly to create a car parking space, although there is already parking at the rear of this property. This would involve pulling out onto a busy road and also partially encroaches on the layby. The matter to be raised with the District Council - **Clerk**

The meeting ended at 8.45 pm.

**Date of Next Meetings:**

**Monday 13<sup>th</sup> July 2015 at 7.30 pm**  
Monday 14<sup>th</sup> September at 7.30 pm  
Monday 9<sup>th</sup> November at 7.30 pm  
Monday 11<sup>th</sup> January 2016 at 7.30 pm  
Monday 14<sup>th</sup> March 2016 at 7.30 pm  
Monday 9<sup>th</sup> May 2016 at 7.30 pm  
Monday 11<sup>th</sup> July 2016 at 7.30 pm  
Monday 12<sup>th</sup> September 2016 at 7.30 pm  
Monday 14<sup>th</sup> November 2016 at 7.30pm

Jane Carlin (Clerk)