


WOOTTON PARISH COUNCIL
Annual Parish Council Meeting on Monday 8th May 2017
Village Hall

MINUTES

Present

Cllr P Lofts(Chairman)
Cllr A Warner
Cllr L Seymour
Cllr J Thomas
Cllr. S Gabbatiss
Cllr. K Braden
J Carlin (Clerk)
County Cllr. Ian Hudspeth
District Cllr. Charles Cottrell-Dormer
4 Members of the public



The meeting commenced at 7.50 pm (following Annual Parish Meeting at 7pm)

1. **Apologies:** Cllr. Gubbins
2. **Disclosure of Interest: Disclosure of Interests and Election of Chairman and Vice Chairman** – there were no disclosures of interest. Cllr. Loftus was unanimously re-elected as Chairman (P: Cllr Warner, S. Cllr Braden) and Cllr Warner re-elected as Vice Chairman (P. Cllr Loftus, S. Cllr.Seymour)
3. **Approval of Minutes of the Extraordinary Parish Council Meeting of 10th April 2017.** The Minutes were approved.
4. **Matters Arising from the Minutes not covered elsewhere:**
 - **Upkeep of Village Seats:** Cllr Gubbins reported that he has now inspected all the benches and considers that while they could all do with maintenance and preservative treatment they are mostly repairable. He will investigate quotes with a view to the work being carried out in the Autumn – **Cllr Gubbins**
 - **Debris outside 72 Castle Road remaining after tree cut down:** this has now been cleared by OCC. Cllr Loftus mentioned that the dumped tyres at Wootton Turn have also been removed.
 - **Tree planted outside cottage in Chapel Hill on Highway Ground:** - This was discussed as a possible source of future damage to drains etc. Cllr Seymour explained that the tree had been planted as a means of soaking up excess damp and prior approval of all the neighbours was sought.
 - **Wootton Website:** Cllr Seymour concerned that the costs are approx £12 per month and it is not being fully utilised. Our thanks to Dom Knight for his work in setting the website up. The project had started with enthusiasm but it is proving difficult to get enough input from the different areas of the village. It had been hoped that more young people would be involved such as sports reports from the school. The Clerk pointed out that under the new Transparency Code rules the Parish Council is legally obliged to publish End of year accounts and Annual governance statement as well as the Minutes. **Cllr Gabbatiss and Cllr Seymour** agreed to try again to improve the situation. Nicholas Tomlinson offered to help and possible interest from Martin Eastaugh
5. **County Council and District Council Matters:** Congratulations to County Cllr Hudspeth on his re-election in the recent County Council elections. Due to the upcoming General Election at the beginning of June, Cllr Hudspeth said there would be no major decisions taken, in particular finances, until the outcome is known District Cllr. Cottrell Dormer was interested in a current planning application – Parrotts in Church Street for a detached dwelling for staff accommodation. The Parish Council have already made an objection to this application. Also, of concern is an application from Killingworth Castle for two semi detached cottages and new

access in the rear garden. District Cllr Cottrell-Dormer requested copies of both objecting letters be sent directly to him - **Clerk**

6. Planning:

- **Parrotts, Church St, Wootton** – Mr Mark Eccles-Williams (17/00723/LBC and 17.00722/FUL)
Erection of a conservatory on the rear of the house – **Approve**
- **Parrotts, Church St, Wootton** Erection of a detached dwelling for staff accommodation (17/00756/FUL) – **under consideration**
The Parish Council have sent an objection to this application on the grounds of the structure being within the grounds of an important grade II listed house in the centre of Wootton. Approval has already been given for two new extensions to the rear of the building. The planning application to build a new dwelling goes against the conservation provisions and is very close to existing properties and vehicular entry and exit is very tight.
- **Killingworth Castle Inn, Glympton Road, Wootton** – Mr Jim Alexander (17/00851/OUT) Outline planning application for two semi detached cottages and new access in rear garden – **under consideration**
The Parish Council have sent an objection to this application on the grounds of the pub garden being reduced to about a third of its present size and the car park being reduced by about 50%. This would inevitably lead to customers parking in Castle Road to the detriment of residents.
- **Kimberley, Burditch Bank, Wootton** – Ms Bryony Taylor-Edwards (17/00912/HHD) Construction of dormer window to rear elevation – **under consideration**
- **High Bank, Burditch Bank, Wootton** - Mr & Mrs Mead (17/01179/HHD)
Erection of single storey front extension to create additional bedrooms with study above. Insertion of additional rooflight in existing south facing roof slope.
- **Meadowland, Horseshoe Lane, Wootton** – Mr Andrew Firth (17/01215/FUL)
Erection of dwelling

7. Financial Matters and Bills to pay

Parish Council bank balances:

Current (No 1 a/c): £ 10,060.24

Parish Council Project Fund (No 2 a/c): £ 662.43

Business Reserve a/c: £ 0.30

- Parish Clerk Work: Mar/April £72.70 Cheque No. 000441
- HMRC for Clerk's tax: £18.20 Cheque No. 000442
- **Precept Payment – 1st Instalment** Payment of £4,146.00 has been received from West Oxon District Council.
- Village Precept Grants – 1st instalment paid (See Annual Parish Meeting) Cheque Nos. 000430 – 000437)
- Wootton Conservation Trust outstanding precept grant of £500 2015/16 Cheque No 000429
- Invoice for Wootton Website payable to Dom Knight £120 Cheque No 000438
- WODC Election costs May 2016 £91.26 Cheque No 000439
- Annual rent for Wootton Village Hall 7 meetings @ £12 - £84.00 Cheque No. 000440

8. **Our Bus Bartons:** thanks have been received for the donation of £200 from Wootton Parish Council. Good news that an additional weekly service through Glympton and Wootton starting from 16th May is planned. The service will connect via Woodstock to Begbroke, Yarnton and Kidlington where it will circulate via Exeter Hall, Tescos before terminating at Sainsburys. New schedules to be placed in the Village Shop and on the noticeboard. It is hoped that the service is being used by an increasing number of Wootton residents and it would be good to have some feedback

9. **Annual Audit 2016/17:** thanks given to Rick Adams (RFO) and Phil Parker (internal auditor) for examining and signing the Audit Forms. These were completed and signed by Cllr. Loftus. The Accounts will be available for public scrutiny from 5th June 2017 to 14th July 2017 and published on the website.

10. **Grass Cutting Grant:** legal agreement signed and returned to OCC. The grant this year is £542.64

11. Traffic control in Wootton and along the B4027: This is a regular item of concern from residents. When the parish council met with Robert Courts, MP, he recommended we contact OCC to see if there is any financial help available for installing LED speed control warnings. Unfortunately, we have received a reply that the County do not have a budget for these signs and although they will help with finding suitable locations and provide a costing for their supply, the installation is at the Parishes expense and is likely to cost thousands of pounds. However, see Annual Parish Meeting Minutes (4) PC Phil Workman is to send information on the community speed watch scheme and also will raise the problem of speeding on the B4027 with Road Policing to see if a speed trap could be placed

12. Defibrillator in Church Porch: Cllr Warner has checked and found the pads to be out of date and the battery also needs replacing. **Cllr Warner** to contact Cary Yanny who hopefully has details where these can be obtained

13. Any Other Business:

- **New Play Area at Playing Field** – It is estimated that this will cost in the region of £25,000 - £30,000 and it has been requested that as the Parish Council are trustees of the Memorial Playing Field the payment should be put through the Parish Council accounts to enable VAT to be reclaimed. The money is to be raised through fund raising by the Playing Field Management Committee. A sub-committee can work with the parish council to ensure competitive quotes are obtained and to ratify any decisions.
- **Honours List** – Cllr Seymour suggested that it would be a good idea for the PC to consider nominating an outstanding member of the community for an honour. Met with unanimous approval and to be discussed at the next meeting
- **Potholes** – Cllr Loftus announced his intention to photograph all the potholes in the village and measure the depth re. requesting repair
- **Visibility of adults/teachers accompanying school children:** Cllr Thomas was concerned that when the schoolchildren are being walked outside of the school to and from the village hall, the responsible adults should wear high visibility jackets to alert road traffic

The meeting ended at 8.25 pm.

Future Meeting Dates

Monday 11th July 2016 at 7.30 pm

Monday 12th September 2016 at 7.30 pm

Monday 14th November 2016 at 7.30pm

Monday 9th January 2017 at 7.30pm

Monday 13th March 2017 at 7.30 pm

Monday 8th May 2017 – Annual Parish Meeting at 7.00pm

followed by Annual Parish Council Meeting at 7.30pm

Monday 10th July 2017 at 7.30pm

Monday 11th September 2017 at 7.30 pm

Monday 13th November 2017 at 7.30 pm

Jane Carlin (Clerk, Wootton Parish Council)