

**WOOTTON PARISH COUNCIL**  
**Meeting on Monday 14<sup>th</sup> November 2016**  
**at 7.30pm**  
**Village Hall**

**MINUTES**

**Present**

Cllr P Loftus (Chairman)  
Cllr A Warner  
Cllr J Thomas  
Cllr K Braden  
Cllr S Gabbatiss  
Cllr. B Gubbins  
District Cllr. C Cottrell-Dormer  
7 members of the public  
J Carlin (Clerk)

There was a closed meeting of the Council at 7.00pm to discuss the precept applications from Village organisations. See below 9. before the meeting commenced at 7.30pm

1. **Apologies:** County Cllr. I. Hudspeth; Cllr L Seymour
2. **Disclosure of Interest:** there were no disclosure of interests
3. **Approval of Minutes of the Annual Parish Council Meeting of Monday 11<sup>th</sup> July:** The Minutes of 12<sup>th</sup> September 2016 were unanimously approved and signed as a correct record of the meeting.
4. **Matters Arising from the Minutes which are not covered elsewhere:**
  - **Transport Representative:** Michael Lowe is still happy to be the Village Transport Representative. - 20 Castle Road, Wootton OX20 1EG.
  - **Wootton Website:** Cllr. Gabbatiss reported this is now up and running. Any person/organisation wishing to advertise forthcoming events can go to the website: [www.woottonweb.org](http://www.woottonweb.org) and click on 'events'. There will be a page for the School to list activities and all Wootton residents are encouraged to use the site with any matters of interest.. Cllr. Loftus asked if it were possible to count how many people were accessing the site – **Cllr Gabbatiss**
  - **Bartons Bus:** this is now successfully in operation. Mr. Ray Grantham, who has used the service, thought that the main drawback was the limited timetable. People using the 10.05 bus to get to Woodstock either had a very short time of 25 minutes or a long wait until 1pm. This is probably inevitable initially – the most important thing is to use the service. Details of the proposed Christmas shopping trips are on the website and **Cllr Gabbatiss** will make sure the normal weekly timetable is put on. Cllr Thomas felt that the Parish Council should give a donation in support but it was agreed to first determine how many people were using the service – **Cllr Loftus**
5. **County Council and District Council Matters :** The County's proposals for a single unitary model are not supported by the five district and city councils in Oxfordshire who feel that such a large authority would lack both accountability to local people and the flexibility needed to reflect the different needs of the communities. The District Councils feel that three new unitary authorities covering the city, the north and the south of the county would provide a more manageable option for potential reorganisation. However, the district councils have agreed to currently work collectively with the county towards agreeing actions that can be taken now to deliver savings and a deal with the government that provides the investment funding that Oxfordshire needs.. District Cllr Cottrell-Dormer announced discouraging news that the draft Local Plan is again up for public consultation , hopefully to be determined in Spring 2017. Without a strong Local Plan in place, local Appeals are overridden – Eynsham, Tackley, Witney, Chipping Norton, Milton under Wychedwood ,Minster Lovell and

  
9/1/2017

Carterton are all under threat of new allocations. Further information: 01993 861615 e:  
[communications@westoxon.gov.uk](mailto:communications@westoxon.gov.uk)

## 6. Proposed Planning

- **Little Hordley, Wootton, Woodstock:** Blenheim Estates (16/02261/FUL) Conversion, repair and refurbishment of the existing agricultural buildings to create five new dwellings. Provision of both vehicular and pedestrian accesses – **under consideration**
- **Barn at Grims Dyke Farm, Woodleys:** Mr A A Ponsonby (16/02243/FUL) Conversion of redundant traditional barns to form two dwellings including new single storey link extension to one barn. Formation of parking area to serve both dwellings – **Approve**
- **Wootton Down Farm, Wootton, Woodstock** - 12th Duke and Duchess of Marlborough (16/02654/HHD and 16/12655/LBC) Extension and alterations to farmhouse and extension of existing boiler room. Remodelling of hard and soft landscaping – **Application withdrawn**
- **Greenway House, 73 Castle Road, Wootton** - Mrs Rachel Budge (16/02917/HHD) Relocation of oil tank from side of property to front of property, hidden behind the hedge- **under consideration**
- **7 Manor Court, Wootton** - Mr and Mrs Bryant (16/03706/HHD) Proposed loft conversion

## 7. Financial Matters and Bills to pay

Parish Council bank balances:

Current (No 1 a/c): £ 7,852.51

Parish Council Project Fund (No 2 a/c): £ 368.33

Business Reserve a/c: 0.23p

Parish Clerk Work: £72.70 Cheque No. 000409

HMRC for Clerk's tax: £18.20 Cheque No. 000410

Donation to Wootton Baby and Toddlers Group £60 Cheque No.000411

Invoice from Kevin Grant – Grasscutting: £1,025.00 Cheque No 000412

## 8. Second Instalment of Precept received: £3,999.50

**9. Precept grant application forms:** All the applications were discussed and provisional grants decided. However it was agreed to leave the final decision on payment amounts awarded until the Parish Council knows for certain what precept money will be received from West Oxfordshire District Council. It was decided that in future the payments will be made in two instalments, to align with when the Parish council receives its money. Instalment payments will be made to village organisations in May 2017 and November 2017. All organisations to be notified of these changes (**Clerk**) and informed of the amount granted as soon as possible

**10. Village Seats:** property of the Parish Council to be checked for repairs needed. The seats are: two by the Village Hall, two just inside the Playing Field and one by Wootton Bridge, West End in memory of Dorothy Smith. All are thought to be in fairly good repair but **Cllr Gubbins** agreed to check and give an estimate for painting if necessary

**11. School Bus:** Cllr Warner reported that all 1<sup>st</sup> Appeals have been turned down and a 2<sup>nd</sup> Appeal is pending on 14<sup>th</sup> December. There is unanimous support from the Village. **Cllr Loftus** to write a letter of support on behalf of PC in time for the 2nd Appeal.

**12. Precept Requirement from WODC for 2017/18:** this will normally be requested at the end of November. Cllr Loftus proposed requesting £9000 this year

**13. Removal of Public Phone Box;** there were no objections to removal as it is not the old red style box but just an open cubicle. Records show that it has not been used once over the year.

**14. Donation Request:** Requests have been received from Citizens Advice and Volunteer Link-Up. It was felt both potentially serve the inhabitants of Wootton. Agreed to give £50 to each, which will leave a small surplus for any others received.- **Clerk**

**15. Risk Assessment:** the form was circulated to all councillors and agreed.



- 16. Horse Chestnut Trees along the side of the Playing Field in Castle Road:** Kevin Grant has found it difficult to access the grass using the machinery because of overhanging branches. It was felt that currently these are very splendid with red autumn foliage. Agreed to assess the problem next year and asked Kevin to report back if continues to be a problem.
- 17. Wootton Cricket Club:** and its future relationship with the Sports Club. It was felt that this is not a matter for the Parish Council and it should be determined between the two organisations as to how they wish to proceed .
- 18. In honarium payment for Playing Field Grass Cutting:** Lindsay Davis started the Season and John Benfield took over. Need to find out the actual number of cuts carried out by each so that the payment can be shared fairly  
**Cllr Loftus**
- 19. Wootton Relief in Need:** due to ill health Mrs. Joy Pomfret is resigning as Trustee and Mr Simon Heighes is willing to take over the remaining three years of her term. The Parish Council gave its agreement and letter of approval to be sent – **Clerk**
- 20. Meeting between town and parish councils and WODC:** Thurs 8<sup>th</sup> December 6.45 for 7pm. Committee Rooms Council Offices, Woodgreen. – **Cllr Warner** to attend
- 21. Parish Council Noticeboard in poor repair:** no longer weatherproof. **Cllr Gabbatiss** to explore likelihood of any local sponsors. **Cllr Gubbins** to estimate cost of replacement.
- 22. Hedge between B4027 and Burditch Bank:** Problem raised by Mike Hallam that the hedge is overgrown and needs cutting back. Oxfordshire County Council say the hedge is unregistered and they have no funds to take any action. A local resident present explained that householders tend to trim the hedge opposite their houses but the hedge is growing outwards as well as upwards and is badly in need of cutting off the road side. **Cllr Warner and Gabbatiss** agreed to look at the problem.
- 23. Any Other Business:**
- Request that Minutes of Parish Council Meetings be sent to Outreach. These would not be sent until Approved which means they would be two months out of date but possible that relevant information could be useful. **Clerk**
  - Cllr Warner expressed grateful thanks to Naqvi family for allowing their groundsmen to prepare the Cricket Pitch. This will be ready to play for the next Season.

**Future Meetings:**

**Monday 9<sup>th</sup> January 2017 at 7.30pm**

Monday 13<sup>th</sup> March 2017 at 7.30 pm

Monday 8<sup>th</sup> May 2017 – Annual Parish Meeting at 7.00pm

followed by Annual Parish Council Meeting at 7.30pm

Monday 10<sup>th</sup> July 2017 at 7.30pm

Monday 11<sup>th</sup> September 2017 at 7.30 pm

Monday 13<sup>th</sup> November 2017 at 7.30 pm

Jane Carlin (Clerk)

