

WOOTTON PARISH COUNCIL

Meeting on Monday 16 July 2012
At 7:3pm in the Village Hall

MINUTES

Present

Cllr Miles Tuely - Chairman
Cllr Andy Warner
Cllr David Parsons
Cllr Len Seymour
Cllr Peter Loftus
Cllr Trudie Lang
Anni Morgan (Clerk)

Co Cllr Ian Hudspeth (left after Agenda item 5)
District Co Cllr Charles Cottrell-Dormer (left during Agenda item 11)
5 members of the public

1. **Apologies:** Cllr Miles Tuely opened the meeting at 7:36pm. Cllr Tuely paid tribute to Cllr Paul James, for the highly efficient job he did, chairing the WPC for four years. Thanks also went to Sarah Willcox for her excellent work and support during that time. There were no apologies.
2. **Approval of Minutes of the Parish Council Meeting of 14 May 2012:** Cllr Parsons mentioned the trimming back of West End Hedge should have been accredited to DP, not DW. No more comments, signed as correct record of meeting. Unanimously agreed.
3. **Matters arising from the minutes which are not covered elsewhere:** none.
4. **District and County Council Reports**

Parish Report July 2012: Co Cllr Hudspeth was welcomed by Cllr Tuely to the meeting in his new elevated position. Co Cllr Hudspeth reported on the Cogges Link now not going ahead. Plans for Recycling Centre in Kidlington put back, due to various problems. However, Ardley was due to close in 2014, may well be extended.

Cllr Seymour questioned the A44 Begbroke Traffic Lights, which stop busy traffic to allow a single car through. Co Cllr Hudspeth confirmed the University Science Park had paid for the junction. Frustrating decision, but roundabout not thought to be suitable. Planning was agreed by CC as the safest option.

West Oxfordshire LDF Core Strategy Update: No questions.



5. Meetings/Training/Workshops

- **OALC Annual General Meeting:** attended by Cllr Warner on 25th June. Meeting covered a lot of planning questions. Annual Report available from Cllr Warner.
 - **Localism: Town and Parish Councils and Parish Meetings Forum:** Sessions on 'Localism' and 'Policing' were attended by Cllr Loftus on 4th July.
 - **Build a Community/Localism Act 1 Day Workshop:** 20th July, attended by Cllr Loftus.
 - **Roles & Responsibilities Training for New Clerks and Cllrs:** Cllr Tuely recommended AM, as new Clerk to WPC attends the training on 5th September. AM happy to attend. Unanimously agreed.
6. **New Councillor / Dave Baldwin:** Cllr Tuely introduced DB, who then left the meeting whilst short discussion went forward. DB a villager, was very interested and committed. Cllr Tuely proposed DB to be co-opted. Unanimously agreed. DB welcomed back into the meeting.
7. **Declaration of Acceptance forms:** all signed, AM to return to Keith Butler. AM to request form for DB.
8. **Code of Conduct:** Cllr Tuely circulated copies to all Cllr's, it was agreed that the Code of Conduct be adopted at next meeting.
9. **Village Hall:** Update from Marlene Fisher, Secretary to Wootton Village Hall. Building work is to go ahead from Monday and be completed by 31 August 2012, this is to replace the roof and incorporate insulation. Total cost for the work is £25.5k + £5k VAT (this includes a 12 month maintenance guarantee). WPC has £17,150 in a dedicated (No 2) bank a/c as its contribution towards the project. In addition it has £1,000 in its current (No 1) a/c which was borrowed earlier in the year and will be repaid once the second instalment of the precept is paid in October. It is hoped that VAT on the WPC contribution can be recovered and Cllr Tuely has written to HMRC/VAT department requesting clarity on reclaiming the VAT.
- Planning consent and Building control, total £273.76 was paid by WPC. Cllr Tuely proposed to move this amount from No 2 a/c to No 1 a/c. Unanimously agreed
- The work has only been made possible because of the very generous contribution of £16,400 from Mr and Mrs Naqvi.
10. **Planning:**
- 5 Workhouse Yard, Chapel Lane, Wootton (replacement single storey rear extension - Granted;
 - Wootton Downs Farm House, Wootton (erection of porch) – Granted.

MAW

11. Financial Matters and Bills to pay:

- **Parish council bank balances.**


Current (No 1 a/c): £8268.70 (includes £5985 donation from Mr & Mrs Naqvi towards zip wire/playing field).

Parish Council Project Fund (No 2 a/c): £17,150

Business Reserve a/c: zero

- **NatWest Bank:** AM to visit bank and check if any more needs to be done to ensure everything is in order.
- **Grass cutting grant:** £1058.80 – cheque received.
- **NFU Mutual (tractor insurance) – CHQ 000247:** £109.90
- **BDO audit f/y ending March 2012 – CHQ 000248:** £162.00. Annual return approved and accepted. AM to advertise on notice board, Notice of Conclusion of Audit for 14 days.
- **Parish Clerk work, May/June – CHQ 000250:** £144.00
- **HMRC for Clerk's tax, May/June – CHQ 000251:** £36.00
- **Oxfordshire Playing Fields Association (OPFA) Membership due – CHQ 000252:** £35.00
- **St John Ambulance:** donation request on hold.
- **Roles & Responsibilities Training (AM to attend) – CHQ 000249:** £66.00.
- **Printer:** the use of a printer for AM's admin work. Cllr Tuely proposed a printer in the range of £80-£100. Cllr Warner to look at printer costs and recommend something suitable.

12. Any other business:

- **Ragwort:** Cllr Tuely nominated Cllr Parsons to help identify where ragwort is growing, and be able to visit land owners to discuss the problem. Cllr Parsons agreed.
 - **Verge to the front of Wootton Down Farmhouse:** looking to WPC for approval to reinstate the posts. Discussion postponed to next meeting in September.
 - **AON Local Council Insurance Policy –** policy has been renewed.
 - **Listed Buildings in Wootton:** information circulated.
 - **Dial a Ride:** the Dial-a-Ride contract has recently changed, and been taken on by the County Council's own integrated Transport Unit. The new number to book a dial-a-ride journey is: 0845 310 1111. It is now a reduced service; there will however be a designated day, each week in which there will be a dedicated bus. Concessionary bus pass-holders will still be able to travel on dial-a-ride free of charge.
 - **Killingworth Castle:** Cllr Seymour reported that the current buyer had pulled out, but was in touch with the estate agent, as WPC keen to meet with new purchasers. Cllr Lofthouse mentioned the unkempt grass outside, of which Cllr Seymour will speak to Greene King estates about it. (MT prop; PS sec).
 - **Wootton Relief in Need Charity:** draft PC Annual Minutes altered, balance erased.
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- **Parish Council Project Fund:** A warm thank you to Mr & Mrs Naqvi for their very generous contribution towards the PCPF fund.
- **Community Police:** Phil Workman our local community police officer to be put forward to receive the local community policy award (LS prop; TL sec).
- **Blandford fly:** Suggestion from Cllr Seymour to look into Wootton having controls in place to prevent the fly; which gives a pretty nasty bite, causing swelling and discomfort to most. Suggested control: bacteria put into the river to kill the larvae. Cllr Lang to speak to Woodstock Practice first to see how bad the problem is.
- **Outreach:** On the verge of collapse, due to current newsletter designer moving on. AM to speak to the editor to see if there are any willing volunteers to take on the admin and design of the newsletter.
- **Mr & Mrs Naqvi:** Cllr Tuely to arrange a meeting with Angus Harley, as the contact for the village, to talk further on our appreciation for their very generous donations to the village, and possible ideas for next year.
- **Teenage Project:** Agenda item for next meeting, raised by Cllr Lang.

13. **Date of Next Meetings:** **Monday 17 September 2012 at 7.30pm**
Monday 19 November 2012 at 7:30pm

Confirmed dates for 2013

Monday 14 January 2013 at 7:30pm

Monday 18 March 2013 at 7:30pm

Monday 13 May 2013 at 7:30pm

Monday 15 July 2013 at 7:30pm

Monday 16 September 2013 at 7:30pm

Monday 18 November 2013 at 7:30pm

The meeting ended at 9:06pm

Anni Morgan (Clerk, Wootton Parish Council)