

WOOTTON PARISH COUNCIL
Meeting on Monday 13th November 2017
at 7.30pm
Village Hall

MINUTES

Present

Cllr. P. Loftus (Chairman)
Cllr. A Warner
Cllr K Braden
Cllr. J. Thomas
Cllr S Gabbatiss
Cllr. L. Seymour
Cllr. B. Gubbins
County Cllr. I. Hudspeth
2 members of the public
J Carlin (Clerk)

The meeting opened at 7.35 pm

1. **Apologies:** District Cllr. Cottrell-Dormer
2. **Disclosure of Interest** - Nil
3. **Approval of Minutes of the Annual Parish Council Meeting of Monday 11th September 2017:** The Minutes of 11th September 2017 were unanimously approved and signed as a correct record of the meeting.
4. **Blenheim Palace presentation of new strategy goals:** Dominic Hare, Chief Executive, outlined the unique role that Blenheim as a landed estate can contribute to the local communities around it , to the mutual benefit of both sides. Blenheim has drawn up 10 long term goals and are seeking the reactions and ideas of neighbouring communities. These goals are outlined in a pamphlet (blenheimpalace.com) but in particular Dominic detailed Affordable Housing whereby a significant number of affordable houses are built on land owned by Blenheim in conjunction with WODC. Blenheim will retain ownership and promises to deliver truly affordable housing with discounts much greater than available elsewhere. The other goal he detailed was to train Apprentices taken from the local area, covering a diverse variety from rural to technical skills. Both these goals will contribute to the local communities and promote local businesses and employment. He was keen to have the feedback of the Parish Council and suggested he return in 6 months to report on progress. The local Village School was mentioned as a possible means of Blenheim engaging with Wootton (**Cllr Braden**) and a further suggestion was put forward that suitable Apprentices could usefully practise some new skills to the benefit of a community eg. seat mending, vegetation control. The Parish Council enjoyed meeting Dominic and are appreciative of his time, especially as he stayed to the end of the meeting.
5. **Matters Arising from the Minutes which are not covered elsewhere:**
 - **Noticeboard and upkeep of seats:** Cllr Gubbins had individually inspected all the benches under Parish Council upkeep and produced photo evidence. Although two of the seats (inside the Playing Field and at the top of Mill Lane) had slight damage, he felt that the majority are just in need of power cleaning and re-varnish. It was decided that the best course of action was to try cleaning one seat with a small work party and find out the work involved (**Cllr Gubbins, Gabbatiss and Warner**) . The noticeboard is in more immediate need of attention. The cost of a new one is approx £1200. To find someone willing to undertake repair is very difficult and may not be cost effective. It was suggested that Mr Geza Kiss at Well View cottage may be interested (**Cllr Warner**). The possibility of sponsorship could also be investigated eg. Killingworth Castle. Thanks to Cllr. Gubbins for assessing the problems.
 - **Ordnance Survey Maps:** the four ordnance survey maps of Wootton area, which are the property of the Parish Council, are to be loaned to Robert Wagstaffe, Footpath Warden. These maps are not permitted to be photocopied although copies can be obtained for a fee from Ordnance Survey
 - **Fund Raising for Play Area:** The fireworks display at the end of October held at the Playing Field was a great success and raised £1,281.00 which has been put towards funds for the new play area.
 - **Wootton Website** – still experiencing problems in reaching full public use although several people have been in touch expressing interest. In particular it would be good to have coverage and reporting of sports activities. **Cllr Seymour and Cllr Gabbatiss** felt the main problem is finding time to properly follow up any interest and agreed to hold a meeting with Cllr Warner and Dom Knight before the next meeting of


8.11.17

the Parish Council. Anyone who would be interested in attending please contact

simongab@btinternet.com

6. **County Council and District Council** : In his October report, County Cllr. Hudspeth announced that the Wootton turning circle has been completed and is in use by the 7 service, three buses per hour. Although not an official stop Stagecoach are happy for customers to use the service from here. **Primary School Places** – applications for children due to start primary school in September 2018 can now be made online. Families with children born between 1st Sept 2013 and 31st August 2014 can access the primary schools admissions pages on the county councils website. Postal applications forms are also available from all Oxfordshire schools and reception at County Hall in Oxford.

Transfer of WODC services to a new council-owned company Publica Group Ltd. The new company will be providing services to four councils (WODC, Cotswold DC, Forest of Dean DC and Cheltenham BC). The four councils will each retain its independence, identity and responsibility for the services that are provided but it is hoped that the costs of management and administration will result in savings of £5.6m by 2020. The launch of Publica will be covered at the meeting for town and parish councils with WODC on Weds 22nd Nov

Blue recycling bin collection: a few roads that had been missed for collection or were still awaiting delivery of their blue bin were mentioned and in particular, difficulties experienced in contacting WODC to report any problem. Each individual householder has to report a problem. Suggested on line contact are Nasreen Ullah, Environmental Services Manager (Nasreen.Ullah@westoxon.gov.uk) or Robert Courts, MP (robertcourts.mp@parliament.uk) or tel. 01993 861025

7. Proposed Planning

- **Parrotts, Church St, Wootton** - Mr Eccles-Williams (17/02566/FUL)
Erection of staff cottage with integral double car port – **Approve**
- **Parrotts, Church St, Wootton** – Mr Eccles-Williams (17/03425/LBC)
Installation of three conservation rooflights – **under consideration**
- **Wootton Down Farmhouse, Wootton, Woodstock** - 12th Duke and Duchess of Marlborough (17/02659/HHD) and (17/02660/LBC)
Formation of two new Dormers on West elevation of Studio Extension House C to match those on East elevation.- **Approve**
- **Killingworth Castle Inn, Glympton Road, Wootton** – Mr Jim Alexander (17/02855/FUL)
Construction of a detached bungalow and formation of a new vehicular access.- **under consideration**
Discussion over whether to appeal against this application but the majority of the PC voted in favour

8. Financial Matters and Bills to pay

Parish Council bank balances:

Current (No 1 a/c): £7,815.85

Parish Council Project Fund (No 2 a/c): £ 6,139.66

Business Reserve a/c: £0.30

Parish Clerk Work: £72.70 Cheque No. 000464

HMRC for Clerk's tax: £18.20 Cheque No. 000465

Alan Hillsdon – Burditch Bank hedge cutting £60.00 Cheque No. 000463

John Benfield grasscutting 'in honarium' £150.00 Cheque No 000466

Kevin Grant grasscutting £1025.00 Cheque No.000467

2nd Instalment of Precept from WODC has been received - £4,146.00

9. **Precept Grant Applications:** thank you to all the village organisations who returned their completed forms. Outreach, the Village Hall and the Baby and Toddlers Group have made a nil request for 2018 as they currently have sufficient funds. It was agreed that the Parish Council should meet at 7pm before the next meeting on 8th January 2018 to discuss the amounts to be granted.

10. **Wootton Relief in Need:** Cllr Thomas, Clerk to the Trustees, gave notice that Mr Mike Hallam and Mr Peter Giles have completed a 4 year term on the Charity as Nomanitive Trustees and were willing to continue for a further 4 years with Parish Council agreement. Unanimously approved.

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11. **Citizens Advice Bureau West Oxfordshire:** request for a donation. Cllr Loftus suggested £100 and all were in agreement.
12. **Speed Awareness Stickers:** A local resident attended the meeting specifically to raise the problem of speeding in Wootton. On contacting Oxfordshire County Council he was advised to contact Thames Valley Police who suggested referring the matter to the Parish Council. The problem of speeding through Wootton is a constant complaint from residents and to date all approaches to Oxfordshire County Council have met with refusal. As a stopgap measure the Parish Council agreed to order a supply of 100 wheelie bin stickers to be distributed to householders in the main problem areas. The theory being that the stickers are a reminder to drivers to slow down and stick to the speed limit and although only a temporary sign, the visual impact is increased as they are only in use once weekly on bin day. **Clerk** to order the chosen design.
13. **Annual Governance Review:** Budget forecast and risk assessment have been carried out. Signed by Chairman. The **Community Emergency Planning 2017** has been completed with Wootton Village Hall sited as the hub centre in the event of an emergency.
14. **Meeting between town and parish councils and WODC:** Wednesday 22nd Nov 7pm Committee Rooms, Woodgreen. **Cllr Warner** agreed to attend.
15. **Any Other Business**
 - Cllr Loftus commented on the ongoing problem of parking outside 5a Castle Road which although not illegal causes significant problems for large vehicles such as the school bus turning, especially as cars are parked on the opposite side of the road. At the planning stage of this new house, the Parish Council had raised objections on parking grounds and two designated spaces were created but these are behind wooden gates. He urged all residents to write to the Parish Council with any complaints re. speeding or parking as the more people who report the problem the stronger the case with the County Council.
(d.m.p.loftus@gmail.com)

The meeting closed at 8.30 pm
Future Meeting Dates

Monday 8th January 2018 at 7.30 pm
Monday 12th March 2018 at 7.30 pm
Monday 14th May 2018 Annual Parish Meeting at 7.00pm
followed by Parish Council Meeting at 7.30 pm
Monday 9th July 2018 at 7.30 pm
Monday 10th September 2018 at 7.30 pm
Monday 12th November 2018 at 7.30 pm

Jane Carlin (Clerk)

