

WOOTTON PARISH COUNCIL

Meeting on Monday 17 September 2012
At 7:30pm in the Village Hall

MINUTES

Present

Cllr Andy Warner (Acting Chairman)
Cllr David Parsons
Cllr Dave Baldwin
Cllr Len Seymour
Cllr Peter Loftus
Cllr Trudie Lang
Anni Morgan (Clerk)

District Co Cllr Charles Cottrell-Dormer (left during AOB)
4 members of the public

- 1. Apologies**
Cllr Warner opened the meeting promptly at 7:30pm. Apologies had been received from Cllr Tuely, and Co Cllr Hudspeth.
- 2. Approval of Minutes of the Parish Council Meeting of 16 July 2012:** No more comments, signed as correct record of meeting. Unanimously agreed.
- 3. Matters arising from the minutes which are not covered elsewhere:** Cllr Seymour requested the Blandford fly to return to the Agenda next year.
- 4. Verge to the front of Wootton Down Farmhouse:** Lord Blandford attended the meeting to request WPC's approval to reinstate the posts. The posts had been in place for 9 years, to preserve the verge, and keep it looking well maintained. **It was unanimously agreed that the posts could be reinstated.** The posts will be white with night time reflectors on either side, at a cost to LB, not WPC. LB thanked WPC and very generously offered his help to the village if there was anything he could assist with.
- 5. District and County Council Reports**
August/September 2012 – Co Cllr Hudspeth celebrated his first 100 days as Leader of the County Council. Budget setting is underway, but will be dependent on the funding from central government who are trying to reduce the country's deficit.

M.C. Tuely

19:11:12

Well Corner, Wootton: Concerns in the village have been raised with WODC Planning Dept, re the building work going ahead at Well Corner. The stone used at the front of the house is the issue; the same shape of stone, colour, size of mortar, and the way the stone is being laid. Cllr Warner stressed what a crucial point the building is in the village, and how the villagers have worked hard to keep the character of the village. Cllr Lang mentioned a number of good examples of building work completed on properties in the village, where it's hard to tell the new work from the old. The general feeling was that the stone needed to look much more random, using different sizes of stone, to create a less uniformed pattern. Ideally the skills of a stone-mason are needed on the job, to dress the stone and create a front that blends in. **It was agreed for Cllr Seymour to draft a letter from WDC with our concerns to the WODC Planning Dept. Cllr Warner and Cllr Lang will take example photos of completed building work on their houses to support the letter.**

6. Meetings/Training/Workshops

- **The Localism Act (Neighbourhood Planning):** 26th July, attended by Cllr Baldwin. Cllr Baldwin reported back on the planning process for neighbourhood plans. The first plans are currently being formulated, once they are complete and tested the whole thing will make a lot more sense. Chipping Norton is the local leader. The process to make a plan may take years and cost thousands. To decide a plan, community approval must be proved via a poll, hopefully coinciding with a local election to reduce costs. If agreement is not received the plan is not accepted and returned for amendment and another referendum. The benefit of a plan is that planning can precisely reflect the wishes of the community, by identifying land we would prefer to be developed to avoid infilling or encouraging the development of a youth club through the planning process by engaging with a local developer keen to contribute.
- **Roles & Responsibilities Training for New Clerks and Cllrs:** 5th September, attended by AM (Clerk). The perfect course for a new Clerk on the Council. Giving AM a good grounding in the basics, and was particularly interesting, covering the Powers and Duties of the Council.

7. **Code of Conduct:** The Code of Conduct adopted by the West Oxfordshire District Council be adopted as the Code for members and co-opted members of the WPC with effect from 17 September 2012, to replace the current Code of Conduct. **AM will notify the Monitoring Officer of the WODC of the passing of the above resolution.**

8. **Oxfordshire Association of Local Councils (OALC):** Cllr Loftus put himself forward to be nominated to join the Executive and Policy Committee.

9. **Sustainable Communities Act:** The Government are considering whether to give Town and Parish councils the right to submit proposals under this Act. WPC had no comment, and would not be giving a donation. No Action.
10. **Project for Teenagers:** Cllr Lang spoke again about an excellent idea raised by Clare Stott and others in the village to support the younger generation. By creating an area, or finding a building for a meeting place – to involve leadership, ownership and organisation. **An open meeting will be held in the village on 18 October, all welcome, in the hope that an interested mix of volunteers will come forward to support the initiative.** Cllr Seymour highlighted that this would be a superb project for any future donations. This project is in the suggestions/ideas stage - this is not a proposal.
11. **Planning:**
- **Trinwell Cottage West End, Wootton:** Removal of existing single storey rear extension and replace with two storey extension - Granted.
 - **Garages at Castle Road, Wootton:** Planning withdrawn, no appeal.
 - **Manor Farm, Chapel Hill, Wootton:** Erection of greenhouse – Granted.
12. **Financial Matters and Bills to pay:**
- Parish council bank balances
Current (No 1 a/c): £3,637.16
Parish Council Project Fund (No 2 a/c): £0.07
Business Reserve a/c: £1,562.32
- **Natwest Bank:** all Cllrs now signatories on WPC accounts. AM yet to be added, therefore The Resolution in section 3 of the Natwest Mandate to appoint Authorised Signatories to deal with the Bank was read out by Cllr Warner, and passed unanimously.
 - **Parish Clerk work, July/Aug – CHQ 000256:** £126.00 (1st DP/2nd LS)
 - **HMRC for Clerk's tax, July/Aug – CHQ 000257:** £31.50 (1st DP/2nd PL)
 - **Printer for Clerk, Cllr Warner reimbursed – CHQ 000259:** £155.27
 - **BDO LLP:** confirmed as WPC's external auditor for the next 5 years.
 - **OCC Salt Bag:** 1m x 1m square bag of salt ordered free from OCC. A spare bag of salt is currently held with Liz Scratton.
13. **Any other business:**
- **Village Hall:** Marlene Fisher reported back on the work of the new Village Hall roof. The work was completed slightly under budget, and within the time-frame, a completion certificate has been received. However, cash-flow has been tight. **The VAT refund on the Hall and the playing field mower has been applied for, and on receipt by WPC will then be returned to the Village Hall and Playing Field Committee.** Cllr Lang thanked Marlene for her excellent work, the roof looks fabulous and we could feel the difference sitting comfortably at the meeting in the Hall.

- **Killingworth Castle:** Cllr Seymour relayed the wonderful news that the future owners of the Killingworth Castle had exchanged contracts, were purchasing the Freehold, and are hoping to complete on Friday. They have been running the Ebrington Arms in Chipping Campden for the past 5 years. Cllr Seymour will be in contact, to invite them to meet WPC at some stage to see if there is any way we can help.
- **myColony:** allotment based management system. No Action.
- **Playing Field Mower:** Ann Day gave an update on the super new mower for the playing field. It has one operator at present, but there are plans for another key to be cut, for another user to be trained to use it. **The VAT will be returned to the Playing Field Committee on receipt.**
- **Storage Shed on playing field for sports equipment:** Cllr Warner raised the issue of the school having items they need to store in the shed, in addition to the goal posts he uses for the village football on Sundays. However **space is tight at the moment, due to the new mower, Ann Day agreed to look into space in the existing shed space.**

AD requested Cllr Warner to notify her of the weekly football sessions he sets up. He has been doing a great job in pulling a lot of interest in for fun kick-about sessions at the weekend. Discussion went forward on the need for more sports in the village, and for Cllr Warner to speak to the Sports Club, to work together on ideas. **Cllr Lang suggested a meeting to talk about 'sport in the village', would be very welcome. AD to confirm October date for the next Playing Field open meeting where this could go on the agenda.**

- **Review of Parliamentary Constituencies:** WPC to keep an eye on the proposals after 16th October 2012.

The meeting ended at 9:27pm.

Dates of Next Meetings:
Monday 19 November 2012 at 7:30pm
 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

Anni Morgan (Clerk, Wootton Parish Council)