

WOOTTON PARISH COUNCIL

Meeting on Monday 19 November 2012
At 7:30pm in the Village Hall

MINUTES

Present

Cllr Miles Tuely
Cllr Andy Warner
Cllr David Parsons
Cllr Dave Baldwin
Cllr Len Seymour
Cllr Peter Loftus
Cllr Trudie Lang
Anni Morgan (Clerk)
6 members of the public

1. **Apologies**
Cllr Tuely opened the meeting at 7:30pm. Apologies had been received from Co Cllr Hudspeth and Co Cllr Cottrell-Dormer.
2. **Disclosure of Interests:** None
3. **Approval of Minutes of the Parish Council Meeting of 17 September 2012.**
No more comments, signed as correct record of meeting. (AW prop. PL sec.)
4. **Matters arising from the minutes which are not covered elsewhere**
Cllr Tuely expressed his thanks to Cllr Hudspeth for his offer of the Stewards Fund to cover the repairs on the Chapel Hill Wall.
5. **District and County Council Reports**
Nothing to report.
6. **Meetings/Training/Workshops**
 - **OAYP in partnership with Oxfordshire Rural Community Council (ORCC) Networking Event:** 6 October, attended by Cllr Warner.
Networking event for OAYP affiliated youth clubs, including new clubs as well as towns/villages in Oxfordshire who have identified that there is a need to support youth provision locally. Lottery funding is available for projects, and a lot of support is on offer to assist with grants, depending on what we plan to do. Advice will also be made available on where 'the team' go for funding and how to move it forward. Needed now is a fully pledged proposition.

- **Future prospects of the Wootton Flower Show:** AGM attended on 24 October, by Cllr Baldwin. A lack of willing volunteers to help run the event and continue its success has caused income to be down, and expenditure to creep up. It looks likely that the WFS will take place on a bi-annual basis, both Woodleys and Wootton Place happy to host, but not every year. However, not a matter for WPC, although our encouragement is 100% behind the event.
- **Sport in the Village:** Open meeting at Burditch Hall, on 1 November, attended by Cllr Warner/Cllr Tuely/Cllr Lang. Some very positive and exciting opportunities emerged from the meeting. Cllr Tuely thanked Ann Day and the committee for welcoming all to the well organised evening at Burditch Hall. Three committees have come together to work and complement each other; The Burditch Hall Committee; The Sports Club Committee and The Playing Field Committee. A meeting will go ahead on Wednesday to form a sub-committee to thrash out ideas.
- **OALC Executive and Policy Committee:** Welcomed Cllr Loftus whose nomination was accepted to represent West Oxfordshire Parish Councils on the OALC E&P Committee. However, due to the WPC having their meeting on the same evening as the OALC E&P Committee, Cllr Loftus will attend the next meeting, if dates do not clash.

7. **ORCC's Neighbourhood Planning Support Service:**
At this point in time, WPC had no proposals.
8. **Armed Forces Community Covenant Grant Scheme:**
Not appropriate for WPC.
9. **Project for Teenagers:** Cllr Lang reported back on the meeting held at Jean Randall's house. The outcome was that a youth-led provision is needed in Wootton and there is much enthusiasm and interest in supporting this. There are excellent examples of this in Oxfordshire, and funding to be had, Cllr Warner has great contacts for this. A 'set-up' project group is needed to get this underway. When ready, a more youth-led management group (to include some adults) can be put in place. The next step would be an Outreach request to pull in volunteers for the action group to make it happen. The most favoured venue is the plantation believed to be owned by Mrs Clutterbuck, where an eco-hangout lodge could be built with outside areas such as tree walks. Cllr Tuely to write to Mrs Clutterbuck to put forward the idea. Cllr Warner and Cllr Lang agreed to be the main points of contact for WPC on this exciting project.
10. **Castle Corner Buddleia:** Complaint received via Cllr Parsons re Buddleia on Castle Corner tunnelling its roots under the road. Ideally, roots to be removed and tarmaced over. AM to contact Highways.

11. Financial Matters and Bills to pay

- **Parish council bank balances:**
Current (No 1 a/c): £13,052.60
Parish Council Project Fund (No 2 a/c): £0.07
Business Reserve a/c: £1,562.32
- **VAT repayment: £5,728.21** received into the No 1 a/c on 2/11/12.
Playing field mower: £1,620.00
Village hall roof: £4,108.21
- **Natwest Bank:** AM (Clerk) now signatory on WPC accounts.
- **Cheques:**
Parish Clerk work, Sept/Oct – CHQ 000260 £118.80
HMRC for Clerk's tax, Sept/Oct – CHQ 000261 £29.70
Kev Grant & Son (April – Oct 2012 Grass Cutting) – CHQ 000262
£1,015.00
Cheques written previously, to be noted (AW prop./PL sec.):
30/4/12: OALC (7 x Good Councillor Guides) £7.00 – CHQ 000236
4/5/12: Sarah Wilcox Clerk work - £46.20 – CHQ 000232
9/5/12: AON Insurance 2012/13 - £820.46 – CHQ 000234
10/5/12: HRMC SW Clerk tax - £11.55 – CHQ 000233
17/5/12: ORCC (Annual Membership) £30.00 – CHQ 000235
- **Donation requests from St Johns Ambulance and Air Ambulance:**
£300 has been set aside for donations. To be discussed at the next meeting.
- **WPC 2012/13 Precept:** Grant applications were received from the following. Due to a misunderstanding, no applications were received from the PCC or Wootton School but these were sent in later.

Outreach: requested £800, due to lack of donation from Flower Show.

Playing Field Man Committee

Wootton Village Hall

Wootton Stores: requested £750 to match the Royal Mail increase.

Wootton Conservation Trust

Concern was expressed by Clrs. Lang and Seymour that the process of awarding the same sum to each organisation did not take into account their individual needs. It was agreed that next year the process would start earlier and the organisations would be supplied with a form to complete which would show their last year's figures and their plans and budget for the next year.

It was agreed to grant £750 to each, including PCC and Wootton School, assuming they applied retrospectively (MT prop. PL sec).

12. **Risk Assessment, to be reviewed and approved:** Cllr Tuely read through the RA, hi-lighting risks, probabilities and consequence. AM to circulate RA, before any alterations made. To be discussed at next meeting.
13. **Any Other Business:**
- **WODC Local Plan:**
Cllr Tuely reported there was nothing relevant to Wootton in local plan.
 - **Village Hall:** Marlene Fisher did an excellent job in over-seeing the Village Hall roof project from start to finish. Cllr Tuely thanked MF for all her hard work. The VAT refund of £4,108.21 has been received. Cllr Tuely will transfer the VAT amount from the No1 current a/c, to the No2 account, until the amount is requested by MF for further work.
 - **Killingworth Castle:** Cllr Seymour confirmed the opening party will take place on 1st December from lunch-time.
 - **Storage Shed on playing field for sports equipment:**
Cllr Warner reported that this is on-going. Ann Day is organising space.
 - **Review of Parliamentary Constituencies:**
Cllr Tuely reported that this does not affect us.
 - **Chris Pomfret founder of the Collective Oil Buying Group:** CP reported that DEFRA has set-aside a large sum for grants to local organisations to set up community based groups. Concern was expressed how such a scheme would be managed as the funds would only be paid to the Parish Council. CP was asked to put forward ideas and to complete the application form as the bid has to be in by 30th November and the money spent by March 2013.
 - **Grass Cutting Tender:** this contract goes out to tender once every 3 years. AM to organise an advert in 3 local newspapers.

The meeting ended at 9:30pm.

Dates of Next Meetings:

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)