

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL  
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 24 APRIL 2008  
AT 7.30 PM**

**PRESENT:** Cr J Standen (in the Chair)  
Crs Crowley, Davies, Johnston, Nutt, D Standen, Wilson, Yorston

Mr and Mrs Harpwood attended and expressed their concern about a bus shelter being erected outside their house in Foxborough Road. They pointed out the increased amount of traffic in the area and the increased use of the railway station and indicated that they had been in touch with the Oxford Bus Company who was instructing drivers to use the full width of the bus bay to avoid blocking New Road and driveways. Mr and Mrs Harpwood asked that the Parish Council consult fully about the position of the bus shelter before it was installed, and the Parish Council gave this assurance.

**56/08 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Crs Henderson and Rogers.

**57/08 DECLARATIONS OF INTEREST**

Cr Crowley declared a personal and prejudicial interest in activities, finances and the legal position of Save Radley Lakes.

**58/08 MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 27  
MARCH 2008**

The Minutes of the Ordinary Meeting of the Parish Council held on the 27 March 2008 were **APPROVED** and signed by the Chairman with the following amendments:

**PRESENT:** Omit Cr Johnston's name.

**Minute 46/08 ADD:**

- (e) **DESIGNATION OF LOWER RADLEY AS CONSERVATION AREA:** The Parish Council considered the English Heritage's Guidance on Conservation Area Appraisals. **IT WAS AGREED** that it was important to pursue the designation of Lower Radley and that an approach should be made to the Radley History Club to ascertain if the work could be undertaken in conjunction with that group. It was noted that the next meeting of the Radley History Club was Monday, 14 April 2008. Cr Wilson **AGREED** to lead on this.

**Minute 48/08** – the first sentence should read: “It was discussed and **AGREED** that more use should be made of emails between Councillors in between meetings.”

## **59/08 CLERK'S REPORT ON BUSINESS ARISING OUT OF THE MINUTES**

- (a) **PLAY AREA:** The area of cracked black safety surface had been repaired.
- (b) **SCHOOL CROSSING PATROL PERSON:**
- (c) **REVIEW OF PRIMARY SCHOOL PROVISION:**
- (d) **BUILDING WORK AT RADLEY PRIMARY SCHOOL**  
The Clerk would be following up the question of a meeting with the Head Teacher on these matters.
- (e) **ADOPTION OF RADLEY STATION:** It was understood from Adrian Saunders, OCC, that the transformation of the station was underway and refurbishment on the platforms was almost complete, with the new waiting shelters, fencing and resurfacing already done and new seating to follow shortly. Although work was still taking place in the car park and approach road, it was running about four weeks behind schedule due to the ongoing problem with contaminated soil. The OCC was waiting for more test results before obtaining clearance to take this away to a licensed disposal site. Once that had occurred new lighting and drainage would be installed, new footpaths into the station, seating near the bus stop, and new paving and information displays. Adrian Saunders was hopeful that the work would be finished by the end of April. An update had been requested so that plans could go ahead with the Station Adoption meeting once the work had been completed.  
  
The Station had already been targeted by vandals who had painted graffiti over the new footbridge. At the request of the OCC, Thames Valley Police had been asked if they could be more proactive on checking the station regularly during the evenings.
- (f) **APPLICATION FROM H TUCKWELL & SONS LTD:** It was understood from Mary Thompson that it was expected that this application would be considered at the OCC Planning and Regulation Committee on 19 May. However, this might change nearer the time and if it did not go to the May Committee, the next one was on the 21 July 2008. Cr Johnston indicated that he would be attending the meeting, and Cr J Standen reserved the date.
- (g) **LAND REGISTRY:** The queries were still being followed up.
- (h) **RADLEY SWIMMING CLUB:** No further information had been obtained from Radley Swimming Club.
- (i) **COPSE – CHURCH ROAD:** The necessary paperwork had been passed to Julia Kent of Franklins Solicitor.
- (j) **AWARDS TO LOCAL PEOPLE:** The Clerk and Chairman had not yet discussed the details of the arrangements for this event, but it was likely to be arranged in the early autumn.

- (k) OXFORDSHIRE COUNTY COUNCIL – ABINGDON ITS: A number of Councillors would be attending this meeting.
- (l) VALE OF WHITE HORSE DC – CELEBRATING YOUTH IN THE VALE: No place had been allocated to Radley at the lunch.
- (m) CONSTANT LOUD BANGS: Mr Bill Homewood had put an explanation of the noise from the bird scarers, and this had been most helpful.
- (n) LEADBITTER HOARDINGS – RECENT DEVELOPMENT IN STONHOUSE CRESCENT: This was being followed up.

**60/08 POLICE MATTERS**

- (a) REPRESENTATIVE ON NAG: It was noted that the next meeting of NAG was on 7 May 2008 at Kennington Village Centre.
- (b) MOTORCYCLISTS BEHIND STONHOUSE CRESCENT: It was noted that the problem had returned.
- (c) SPEEDING: There was discussion on the measures being taken to reduce the amount of speeding in the Parish, and the following two particular problem areas were raised:
  - (i) FOXBOROUGH ROAD: There were concerns about the amount of vehicles speeding along Foxborough Road. This would be raised with the police.
  - (ii) STATION BRIDGE, LOWER RADLEY: The speeding vehicle would be reported to the police.

**61/08 PLANNING MATTERS:**

**(i) New Applications**

- (a) RAD/9390/3 – Erection of a single storey front extension. Demolition of existing conservatory and erection of a single storey rear extension, 27 Selwyn Crescent: No objections

**(ii) Permission Given**

- (a) RAD/15745/2-T – Temporary change of use from single dwelling to accommodate security and site supervision personnel until 31 March 2009.

**62/08 APPLICATION FOR TOWN GREEN STATUS – THRUPP AND BUILFIELD LAKES, RADLEY**

- (a) **SUPPORT FROM OTHER LOCAL COUNCILS:** It was reported that Sunningwell Parish Council supported the campaign, and had made a contribution, and Kennington Parish Council had also decided to give some support, the level of which had yet to be determined. Cr Crowley had attended the Oxford City Council meeting considering this matter, and Oxford City Council had issued a press release in support of the action being taken and had offered other support to help with fund raising. The Vale of White Horse DC would be considering the matter further on the 8 June 2008.
- (b) **RWE NPOWER:** Mr Rainford had offered Tuesday, 13 May 2008, at 7.30 pm for the exploratory meeting, and the agenda had been adjusted to take account of the points put forward by the Parish Council. **IT WAS AGREED** to accept the offer of the meeting on the 13 May 2008.

An approach had been made to the OCC to designate as official footpaths those footpaths mentioned in the Inspector's report. The OCC had indicated that it was taking up to ten years to agree new/changes to designation of footpaths.

- (c) **PRESS RELEASE:** It was noted that the press release agreed by Councillors in between meetings had been released.

**63/08 FINANCIAL MATTERS**

- (a) **REPORT OF FINANCE AND ADMINISTRATION COMMITTEE, 10 APRIL 2008:** Cr Crowley reported on this meeting when the following was raised:
- (i) **SPORTS PAVILION:** With the exception of the shower for the referee all the taps were self closing.
  - (ii) **VILLAGE POND:** The extract of barley straw had not yet been purchased as the water volume of the pond had not been determined.
  - (iii) **PARISH PLAN:** The Parish Council had not been successful in obtaining a grant from the ORCC for the Parish Plan, but should the community decide to set up a Steering Committee that Steering Committee could apply for a grant from the ORCC.
  - (iv) **COMMUNITY NOTICE BOARD:** The Clerk would ascertain whether Radley College was able to help with this.
  - (v) **BUDGET FOR 2008/2009:** **IT WAS AGREED** that the following changes should be made to the budget for 2008/2009:

1. NI Payments: No change was necessary in the amount allowed for NI as there would be no commitment on the Parish Council in relation to the Village Cleaner.
  2. **Donations:** The amount set aside for donations would be increased to £1,000 – 2% of the precept.
  3. **Conservation:**
    - (a) Village Pond: The amount for the fencing should be reduced to £17,000. Cr Rogers **AGREED** to contact Grace and Sons to obtain an estimate for this work.
    - (b) Footpath 8: Following a meeting with Gordon Hill, Crs Rogers and Wilson considered that it would be better and more economical if the footpath were widened by one metre, and an amended estimate was being obtained. The amount in the budget for this work should be increased to £9,000.
  4. **Bus Shelters:** The position of two new bus shelters should be decided by the Parish Council so that an application for a grant could be made to the OCC.
  5. **Reserves:** The reserve budget for the new village hall should not be put in the budget this year in view of the other expenditure the Parish Council has outlined for this year. The cost of a new village hall and the annual increase of such building work were not reflected adequately in the £5,000 which had been set aside.
- (iv) **REVIEW OF INTERNAL AUDITOR:** It was noted that the External Auditor was now asking that the Parish Council reviewed the work of the Internal Auditor. The Parish Council had employed Mr Roger Symes for this work since the start of the new system, and the Clerk considered that he looked very thoroughly at the way the Parish Council handled its financial management of the accounts. This was accepted by the Parish Council.
- (v) **PLAYING FIELD MATTERS:** It was noted that the Committee had reviewed the Terms of Booking and the Booking form, and made a number of amendments.

The Parish Council **AGREED** that the rent for the Radley Youth Football Club should remain at £450 per annum, and that the other charges be amended as follows:

1. Single booking of sports pitch only: £20.00 up to four hours
2. Single booking of sports pavilion and sports pitch: £50.00 up to four hours.

The Clerk reported that two bookings had been received for the Village Fete and the Save Radley Lakes Fete. **IT WAS AGREED** that no charge be made for these two events. Cr Crowley did not vote on this issue because of his declared interest.

(vi) **ANNUAL PARISH MEETING, FRIDAY, 9 MAY 2008: IT WAS AGREED** that the order of the agenda should be changed so that the Chairman's Statement came before the Financial Statement. The Chairman's Statement would include the financial statements relating to the Judicial Review. The Parish Council **AGREED** that the possibility of involving other local organisations at the Annual Parish Meeting should be raised, and this would be put on the agenda.

(vii) **ACCOUNTS FOR PAYMENT:** The new Banking arrangements were now in place, and the Parish Council noted that the following cheque had been signed:

(a) HM Revenue and Customs – Income Tax/NI: £390.45

**IT WAS AGREED** that most of the balance from the Nat West account should be transferred to the new Barclays account, leaving a balance of £20 in the Nat West account.

The Clerk asked if consideration could be given to her being given permission for internet bank as this would make it far easier to keep an eye on the two Barclay Bank accounts held by the Parish Council. **IT WAS AGREED** that this should be put on the agenda for the next meeting.

(viii) **DATES OF MEETINGS:** It was noted that the Church Room was not available on the 16 October and 13 November 2008. The meeting on the 16 October 2008 would be held in the Sports Pavilion, and the Church Room had been booked for the 20 November 2008.

(b) **BUDGET PAPERS 2008/2009:** The Parish Council accepted the amended budget papers.

(c) **DRAFT ACCOUNTS 2007/2008:** The Parish Council accepted the draft accounts for 2007/2008.

(d) **BUS SHELTERS:** The Parish Council **AGREED** that an application should be made for two new bus shelters during 2008/2009, and these should be sited on the Oxford bound side of Foxborough Road, opposite the Bowyer Arms, and on the Oxford bound side of Kennington Road, by Radley College. Litter bins would need to be provided by these bus stops.

(e) **EXTERNAL AUDIT FOR YEAR ENDING 31 MARCH 2008:** It was noted that the audit date had been planned for the 8 August 2008. The notice had to

be displayed from 23 June to 6 July 2008, with the records being made available to the public from 7 July to 1 August 2008.

- (f) **ACCOUNTS FOR PAYMENT:** It was proposed by Cr Johnston, seconded by Cr Nutt, and **AGREED** that the following accounts should be paid.
- |        |  |           |           |
|--------|--|-----------|-----------|
| (i)    | Miss S E Raven:  |           | £449.49   |
|        | Salary, April 2008:  | £398.55   |           |
|        | Village Cleaner, May 2008:                                       | £50.94    |           |
| (ii)   | Mrs K Sharp – Salary, April 2008:                                |           | £142.76   |
| (iii)  | British Gas – Sports Pavilion:                                   |           | £335.25   |
| (iv)   | Berinsfield Community Business:                                  |           | £194.53   |
| (v)    | Association of Small Historic Towns and Villages – Subscription: |           | £25.00    |
| (vi)   | MRH Services:  |           | £2,513.50 |
|        | Fencing at Gooseacre:  | £2,461.00 |           |
|        | Inspection of Play Area/fitting caps:                            | £52.50    |           |
| (vii)  | NALC – Subscription for Local Council Review:                    |           | £13.50    |
| (viii) | Radley College – Grass Cutting:                                  |           | £211.50   |

#### **64/08 CONSERVATION**

- (a) **ACTION ON “ENVIROCRIMES” – POWERS FOR PARISH COUNCILS:** No date had been arranged for this meeting.
- (b) **CONSERVATION WORKING PARTY (NATURE):** The first meeting of the Working Party had been held, when it was agreed that a representative from the Oxfordshire Nature Conservation Forum should be invited to meet members of this Working Party and the Working Party on Footpaths and Trees to give advice on how to proceed. There would be some expenditure against this item in the budget as large scale maps of the Parish were required. Cr Yorston **AGREED** to pursue the possibility of a member from Radley College, and Mrs Annabel Eyres was mentioned as a possible member.
- (c) **PLACES FOR PEOPLE – FOOTPATH 8:** An updated quotation had been obtained from Gordon Hill of £21,359 plus VAT to widen the footpath by one metre. The other two contractors had been asked for updated quotations, and the Clerk would arrange for Councillors Rogers and Wilson to meet these contractors. The Clerk had spoken to the OCC regarding changing the status of this footpath to cycle way/footpath, and this could take anything up to ten years.

The Clerk was asked to investigate the possibility of obtaining a DC grant towards this work.

- (d) **DESIGNATION OF LOWER RADLEY AS A CONSERVATION AREA:** This matter had been discussed with the Radley History Club, and the Committee of the Club decided to discuss this further. There was a lot of support in helping the Parish Council with this work.

The DC had been asked to supply copies of two or three Conservation Area Appraisals which had already been accepted and which were for areas similar to Lower Radley. In addition, a copy of the local policy framework had been requested.

**65/08 HIGHWAY MATTERS:**

- (a) **THRUPP LANE:** Mr Mike Wilson had sent the Parish Council a copy of a letter Mr Mike Gilbert, Development Control Manager at the DC, had written challenging John Curtis with regards to the permission for businesses to remain on Thrupp Lane beyond August 2011. A reply was awaited from Kemp and Kemp on behalf of John Curtis, but it was noted that the matter was not straightforward. The Clerk was following up with Oxfordshire Highways the need for a counter strip to record the number of vehicles using Thrupp Lane.
- (b) **SPEED LIMIT – RADLEY/SUNNINGWELL TURNS, OLD A34:** No further information was available on this
- (c) **CONDITION OF ROAD BY 35/36 STONHOUSE CRESCENT:** It was noted that the repair work had been authorised.
- (d) **PROVISION OF BUS SHELTER:** It was noted that the Pebble Hill Bus Shelter had been installed.
- (e) **FLOODING, TWELVE ACRE DRIVE:** There had been recent flooding which it was thought was due to a blocked watercourse.
- (f) **RADLEY COLLEGE – COLLAPSE OF BANK:** There was great concern about the continuing flooding of this area. An approach should be made to the Oxford Bus Company to ask them to put in a plea for urgent work on this problem.
- (g) **CATHARINE CLOSE:** The resurfacing of this area was noted, but Councillors were unhappy with the finished surface. The Clerk was asked to draw this matter to the attention of Oxfordshire Highways.
- (h) **PEDESTRIAN SIGNS, LOWER RADLEY:** It was noted that these had been installed but the one on the Lower Radley side of the bridge had been put too near the bridge and should be back at the entrance of the Lower Radley Caravan Park. The Clerk was asked to draw this matter to the attention of Oxfordshire Highways.

- (i) LOWER RADLEY – SPEED LIMIT: The Clerk was asked to write to Oxfordshire Highways asking for consideration to be given to introducing a 20 mph speed limit in Lower Radley.
- (j) UNEVEN KERB, 33 CHURCH ROAD: The condition of this kerb should be drawn to the attention of Oxfordshire Highways.

#### **66/08 PARISH WEBSITE**

The figures on usage of the website were up slightly this month compared with last month.

#### **67/08 REPORT OF DISTRICT AND COUNTY COUNCILLOR**

The following report from the District and County Councillor was given to Councillors:

Vale of White Horse District Council: There was still delay in relation to the Old Gaol due to archaeology reasons. The DC was going out to consult on the new planning framework to replace the Local Plan in 2011, and it looked as though the Green Belt was still sacrosanct.

Oxfordshire County Council: There were real problems with the budget for highway work and the budget had run out before the end of the financial year. A new system had been introduced to refer highway defects to contractors but, although it was recording the defects, these were not being transmitted to the contractors. Cr Johnston reported that he was now the Shadow Cabinet Member for Sustainable Development (Planning).

#### **68/08 CORRESPONDENCE**

##### **(i) FOR ACTION**

- (a) Oxfordshire County Council:
  - (i) Parish and Town Councils – Influenza Pandemic Planning – Workshop 30 April 2008: It was not possible for the Parish Council to be represented at this workshop, but the Parish Council would welcome a report on the conclusions.
  - (ii) Mobile Libraries: The amended times would be advertised. The Parish Council were disappointed that the service was being stopped at the Pebble Hill Mobile Home Park, but appreciated that residents had easy access to the Kennington Library.
- (b) Vale of White Horse DC:

- (i) Your Vale – Your Future: **IT WAS AGREED** that Cr Rogers should be asked if he wished to attend one of the meetings to discuss draft version of the new Vale Sustainable Community Strategy.
- (d) Play Area – Report on Inspections April 2008: The Clerk was asked to follow up the comments in relation to the condition of the equipment.
- (e) Network Rail: An acknowledgement had been received regarding the telephone enquiry about Nuneham Viaduct. The Clerk was asked to inform Network Rail that the query had been about the condition of the sounding bridge, not Nuneham Viaduct.
- (ii) FOR INFORMATION**
  - (a) Oxfordshire County Council:
    - (i) Leader’s letter on Post Office Closures, Changes in Planning Law, Primary School Review and School attainment
  - (b) Vale of White Horse DC:
    - (i) Vale Views, Spring 2008
    - (ii) Pebble Hill Mobile Home Park – the Certificate of Lawful Use had been issued
  - (c) South East England Regional Assembly – The Region’s Housing Needs
  - (d) ASHTAV – Rally Round the Village Shop, 10 May 2008, at Church Room, Radley
  - (e) Oxfordshire Association of Local Councils:
    - (i) ClimateXchange Update – February, March and April 2008
    - (ii) Information Points for Voluntary Groups
    - (iii) Financial Services Compensation Scheme
    - (iv) MJC Car Allowances 2008/2009
    - (v) Consultation on the Planning Portal
    - (vi) Review of NALC PUBLICATION: Standing Orders and Chairmanship (July 2003)
    - (vii) History of the OALC BY Malcolm Leeding, the Association’s President
  - (f) Oxfordshire Playing Fields Association – Newsletter Spring 2008
  - (g) Letters of thanks for donations:
    - Letter has been received from Victim Support and Farmoor Reservoir Pontoon Project
  - (h) Open Spaces Society – Green Alert!
  - (i) NALC – Annual Conference 20-22 May 2008, Eastbourne
  - (j) Richard Owen, Traditional Mole Catcher

- (k) SeeSaw Summer Fair, 13 May 2008, Steventon Village Hall from 10 am to 3.30 pm.

**69/08 ITEMS FOR CONSIDERATION FOR PRESS RELEASE**

The Chairman reported that she had spoken to the Oxford Mail regarding the continual flooding of the road outside Radley College.

**70/08 NOTIFIED BUSINESS**

NIL

Date: .....

Chairman

**CONFIDENTIAL MINUTE, 24 APRIL 2008**

The Chairman formally moved that the public and press be excluded from the meeting on the grounds that if they were present there would be disclosure to them of exempt information relating to legal and financial affairs.

**71/07 CONFIDENTIAL MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 27 MARCH 2008**

The Confidential Minutes of the Ordinary Meeting of the Parish Council held on the 28 February 2008 were **APPROVED** and signed by the Chairman with the following amendment:

The statement that “Cr Crowley left the message” should be changed to “Cr Crowley left the meeting”.

**72/07 RADLEY COLLEGE**

The Councillors were updated on recent discussions.

**73/07 APPLICATION FOR TOWN GREEN STATUS – THRUPP AND BULLFIELD LAKES, RADLEY**

The Parish Council considered documents from the solicitor.

Date: .....  
Chairman