

**MINUTES OF THE ANNUAL MEETING OF RADLEY PARISH COUNCIL
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 28 MAY 2009
AT 7.30 PM**

PRESENT: Cr J Standen (in the Chair)
Crs Crowley, Davies, Dutton, Henderson, Johnston (from 7.45 pm), Nutt,
Pasquire, Rogers, D Standen, Yorston

77/09 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

It was proposed by Cr Rogers, seconded by Cr Davies and **AGREED** that Cr J Standen should be elected as Chairman for 2009/2010.

Two nominations were received for the post of Vice-Chairman. It was proposed by Cr Pasquire and seconded by Cr Henderson that Cr Crowley should be elected as Vice-Chairman. It was proposed by Cr D Standen and seconded by Cr Nutt that Cr Rogers should be elected as Vice-Chairman. Following a paper vote of five to three votes, Cr Rogers was elected as Vice-Chairman for the year 2009/2010.

78/09 DECLARATIONS OF INTEREST

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

There were no other Declarations of Interest.

79/09 APOLOGIES FOR ABSENCE

NIL

80/09 ELECTION OF COMMITTEES AND ADVISORY WORKING GROUPS

It was **AGREED** that the membership for the Committees and Advisory Working Groups should be as follows:

Finance and Administration Committee:	Cr B Crowley Cr R T Johnston Cr D Nutt Cr D Standen
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Liaison Committee – RWEnPower:	Cr B Crowley Cr C Henderson Cr D Nutt
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Garden Competition Advisory Working Group:	Cr B Crowley Cr L Pasquire Cr D Standen
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Annual Tree Planting Programme/Maintenance of Footpaths Advisory Working Group:	Cr J Dutton Cr C Henderson Cr R T Johnston Cr D Nutt
Conservation Working Party (Nature):	Cr B Crowley Cr C Henderson Cr D Standen Abingdon Naturalists Society: To be confirmed with ANS Radley College: Mrs Annabel Eyres (To be confirmed with Radley College)
Village Hall Working Party:	Cr B Crowley Cr B Johnston Mr G Collett Mrs V Hicks
Village Pond Management Committee:	Mrs Inga Doherty, Radley Primary School Mr Paul Gamble, Radley College Cr Denis Standen Cr Guy Rogers
Website Working Group:	Cr B Crowley Cr L Pasquire Cr I Yorston Mr John Huddleston Mrs Joyce Huddleston
Designation of Lower Radley as a Conservation Area:	Cr J Standen Cr G Rogers Mr M Wilson Members of the Radley History Club to be determined

The Judicial Review Working Party was no longer required.

The Chairman and Vice-Chairman were ex-officio members of all committees and advisory working groups.

The Working Arrangements of the Parish Council and the Terms of Reference of the Committees and Advisory Groups were noted.

Village Hall Management Committee:	Cr C Henderson Cr D Nutt (substitute)
Parish Transport Representatives:	Cr D Standen/Cr Yorston (Buses/Trains) Cr B Crowley (Roads)
Link with Southern Electricity:	Cr J Standen
Oxfordshire Playing Fields Association:	Cr D Nutt
Thames Valley Police:	
• Country Watch:	Cr D Nutt
• Neighbourhood Action Group:	Cr E Davies Cr J Standen

82/09 PLANNING APPLICATIONS

The Parish Council reviewed the current method of dealing with planning applications and **AGREED** that this should continue with an increased number of Councillors looking at the plans. Plans would be circulated as received to the following Councillors:

Cr J Standen
Cr D Standen
Cr G Rogers
Cr D Nutt
Cr J Dutton
Cr L Pasquire
Cr B Crowley

83/09 MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 23 APRIL 2009

The Minutes of the Ordinary Meeting of the Parish Council held on the 23 April 2009 were **APPROVED** and signed by the Chairman with the following amendments:

Minute 61/09 (a) should read: “**IT WAS AGREED** that this should”

Minute 62/09 (e) should read: “....in the vicinity of the cycle track. ...“

84/09 CLERK'S REPORT ON BUSINESS ARISING OUT OF THE MINUTES

- (a) **COPSE, CHURCH ROAD – AMENDMENT TO LEASE:** It was noted that the signed lease had been sent back to Radley College.
- (b) **COMMUNITY NOTICE BOARD:** The Clerk reported that she had been advised by Martin Deans, Area Planning Officer (North) that in his opinion planning permission would not be required for the notice board because it qualified as permitted development by virtue of Schedule 2, Part 12 Class A of the Town & Country Planning (General Permitted Development) Order 1995. Mr Peter Gore had been informed that the Parish Council would like to take advantage of his offer, and the Clerk would arrange for the board to be collected.
- (c) **GOODS VEHICLE OPERATORS LICENCE, CPL DISTRIBUTION, THRUPP LANE:** Nothing further to report at this stage.
- (d) **FLOOD LIGHTING, GOOSEACRE:** It was noted that the Bursar at Radley College had responded regarding the request for flood lighting at Gooseacre, indicating that recent experience suggested to him that the Parish Council would have issues with this. However, he had indicated that Radley College could provide help and advice on this if the football club wanted - both in terms of appropriate lighting and in terms of the planning process. It was noted that Radley College would not want to object in principle but, as landowner, they would want to help ensure the solution was fit for purpose - for the Club and for local residents. The Parish Council appreciated that if there were objections, it would be perceived as much a Radley College thing as a Football Club thing and so Radley College and the Parish Council needed to be happy with the solution. **IT WAS AGREED** that a meeting should be arranged between Radley College, the Parish Council and the Radley Youth Football Club to discuss this matter fully.
- (e) **DIGITAL MAPPING SYSTEM:** It was noted that the Pear Technology system and an additional licence had been ordered, and the discs and manuals would be delivered shortly.
- (f) **VILLAGE POND – FENCING:** The Clerk indicated that she had confirmed with MRH Services that their estimate had been accepted, and she understood that the fencing had been ordered. A letter had been sent to the Head Teacher informing her of the position, and reminding her that the school had offered to contribute towards the back part of the fence.
- (g) **LAND ISSUES:**
 - (i) **LAND AROUND FIELDHOUSE AND SUGWORTH FARM, SUGWORTH LANE:** No further information was available.

- (ii) **PATH – TOP OF TURNERS CLOSE TO STONHOUSE CRESCENT:**
It was understood that the Vale Housing Association were dealing with an access right claim by the owners of Gooseacre Farm, and were seeking information or documents relating to the date and type of barrier that was at the Stonhouse Crescent end of the path. It was confirmed that there had been a pole in the middle of the lane at the Stonhouse Crescent end when Cr Nutt lived there.
- (iii) **COMMONS LANE, LOWER RADLEY:** No further information was available.
- (iv) **FOOTPATH 8 – RENEWAL OF POST AND RAIL FENCING ALONG THE ROAD EDGE OPPOSITE THRUPP LANE:** An estimate of £375.00 had been received from MRH Services and the Clerk had agreed this and asked that the fencing be erected as soon as possible. There was a query whether barbed wire should be put along the fencing to stop people climbing over the fence to get to the footpath, but the Parish Council **AGREED** that blackthorn hedging would be the better alternative.
- (v) **TRIANGLE OF LAND – JUNCTION BY 33 LOWER RADLEY:** No further information was available.

85/09 POLICE MATTERS

- (a) **NAG SURVEY:** Cr Davies reported that the NAG Survey was being analysed but it would take time before there was feedback to the Parish Council. An Environmental Vision Audit would be prepared within the next twelve months. Cr Davies also indicated that NAG now had a website which gave information on the work it was doing, and that there was a representative from Dalton Barracks on NAG which gave closer interface with that community.
- (b) **NAG WEBSITE:** A website was now available for the Rural Abingdon Neighbourhood Action Group (NAG7). A report will be issued monthly by the neighbourhood policing team, and a report was available for April 2009. It was noted that PC May had now left the team and it was hoped that his replacement would be coming to the June meeting of the Parish Council.
- (c) **DAMAGED TREE, WHITES LANE:** There was nothing further to report on this.
- (d) **VANDALISM IN THE VILLAGE:** The police had no leads on who committed the two episodes of vandalism in the village.
- (e) **TUCKWELLS – CLEARANCE WORK ON SITE:** Tuckwells had stopped the clearance work.

- (f) **SPEEDING – KENNINGTON ROAD AND FOXBOROUGH ROAD:**
Councillors considered that the speed checks needed to be carried out earlier when people were travelling to Radley Station.
- (g) **THAMES VALLEY POLICE – OPEN DAY, 8 AUGUST 2009:** noted
- (h) **VALE OF WHITE HORSE DC – TACKLING VEHICLE RELATED CRIME:**
The Parish Council decided that it did not wish to display a Tri-sign in the Church Road car park.
- (i) **HARASSMENT – FOOTPATH 9:** Cr Pasquire reported that when she had experienced harassment along Footpath 9, the police had failed to respond. The Parish Council considered that this did not meet the Policing Pledge and that full details of the incident should be sent to the Chief Constable expressing dissatisfaction at the way this had been handled.

86/09 PLANNING MATTERS:

- (i) **New Applications:** NIL
- (ii) **Permission Given**
 - (a) RAD/15714/11-LB – Replace existing ‘crittal’ type windows in original cottage to match oak framed windows in new extension, Spinneys, 51 Lower Radley.
 - (b) RAD/15745/3-T – Temporary change of use from single dwelling to accommodate security and site supervision personnel until 31 March 2010, Sandles, Thrupp Lane.
 - (c) KEN/RAD/206/24 – Erection of new lower school hall, Chandlings Manor School, Oxford Road, Kennington.
- (iii) **Permission Refused**
 - (a) RAD/13453/2 – Demolition of existing 4-bed bungalow. Erection of 1.5 storey bungalow and pair of semi-detached houses, 1 Foxborough Road
- (iv) **Withdrawn**
 - (a) RAD/20810 – Proposed extension at first floor level and a single storey extension, Christmas Cottage, 44 Lower Radley
- (v) **Misc.**
 - (a) Letter from Trenchwood regarding land adjoining Park Farm Byre, Kennington Road: The Parish Council did not think that Trenchwood had made a case for social housing on this site.

- (vi) **Tuckwell CLEUD:** It was noted that the OCC were intending to serve three enforcement notices against Tuckwells, but the County Solicitor was being consulted before the notices were issued.
- (vii) **Tarmac CLEUD:** It was noted that the DC’s Planning Enforcement Officer, Paul Yaxley, had visited the site. He had noted that a new fenced compound had been created within which the new plant was being installed. This compound covered approximately half of the area that was formerly used for commercial plant on the site.

The Parish Council noted that commercial companies did benefit from “permitted development” rights under planning legislation. These rights allowed companies to install new or replacement plant without the need for planning permission subject to two provisos – firstly that the external appearance of the site had not been materially affected (through an increase in the amount of plant, for example), and secondly that the new or replacement plant was no higher than the plant that has been replaced, or 15 metres above ground level, whichever was the greater. These provisions for permitted development were contained in the Town & Country Planning (General Permitted Development) Order 1995 under Schedule 2, Part 8, Class B.

Mr Yaxley indicated that the extent of site that was covered by plant was now substantially less than before, so it was not possible to state that there had been a material effect on the appearance of the site, while the new plant was no higher than the plant that had been replaced. Therefore, applying the permitted development criteria to the works under way at the site has led the DC to the conclusion that planning permission was not required for the new plant that was being installed on the site.

The Parish Council was surprised by the statement that the height of the new plant was no higher than the previous plant on site, and thought that the previous buildings had been much lower than the one currently being erected.

87/09 FINANCIAL MATTERS

- (a) **ACCOUNTS FOR PAYMENT:** It was proposed by Cr Rogers, seconded by Cr Henderson and **AGREED** that the following accounts should be paid.

1. Account paid in between meetings:
 - (i) GB Drainage – Sports Pavilion: £180.00
2. Accounts to be paid:
 - (i) Miss S E Raven: £745.64
 - Salary, May 2009: £659.66
 - Village Cleaner – Salary, May 2009: £85.98
 - (ii) Mrs K Sharp – Salary, May 2009: £146.68

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| (iii) | Protax – Pay Roll Service for year ended 5 April 2009: | £115.00 |
| (iv) | A Better Service Ltd – Sports Pavilion: | £201.25 |
| (v) | Berinsfield Community Business - Gardening/Grass Cutting: | £267.90 |
| (vi) | RJS (IA) Ltd – Internal Audit 2008/2009 Accounts: | £192.50 |
| (vii) | Mrs J Standen – Travel Expenses: | £27.65 |
- (b) ACCOUNTS 2008/2009: It was reported that the accounts had been approved by the Internal Auditor. It was proposed by Cr Johnston, seconded by Cr Pasquire and **AGREED** that the accounts for 2008/2009 be approved. The Chairman would sign the Statement of Accounts for the External Auditor.
- (c) INSURANCE COVER: It was noted that Came and Son Ltd had offered the Parish Council insurance cover at 15% lower than Allianz. The Clerk had approached Allianz to see if it was possible for this to be matched but a response had not been received in time for the Parish Council meeting. As the insurance cover was required from 1 June 2009 **IT WAS AGREED** that the Chairman, Vice-Chairman and Chairman of Finance and Administration Committee should be consulted by the Clerk when the response from Allianz was received so that a decision could be taken on which insurance cover to accept.
- (d) ITT FLYGT PUMP: This matter was deferred as further information had not been received from ITT Water and Wastewater. It was noted that the Gold Service Contract due on 1 July 2009 would be £684.53 plus VAT compared with £651 plus VAT for 2008/2009.
- (e) ARNOLD-BAKER – LOCAL COUNCIL ADMINISTRATION, EIGHTH EDITION: **IT WAS AGREED** that the latest copy of this book should be purchased at a cost of £67.00.
- (f) DONATION TO OXFORDSHIRE CHILDREN’S INFORMATION SERVICE: It was noted that the Children’s Information Service had been taken “in-house” by Oxfordshire County Council and therefore could no longer accept donations as a charity. The cheque for £100 donated by the Parish Council had been returned.
- (g) CLEARING OF DITCH BEHIND SPORTS PAVILION: This matter was deferred as an estimate for the work had not been received from Berinsfield Community Business.
- (h) RADLEY YOUTH CLUB: The Parish Council was delighted to learn that the Youth Club had obtained £250 from the Waitrose Community Matters Project and a substantial Youth Opportunities Grant so no financial help was required from the Parish Council. It was noted that Councillors were invited to visit the Youth Club.

88/09 PARISH PLAN

Cr Yorston spoke to the report before the Parish Council. **IT WAS AGREED** that the Parish Council should have a stronger representation on the Parish Plan Steering Group, and Crs Davies and Jenny Standen **AGREED** to become members of this Group as well as Cr Yorston.

89/09 CONSERVATION

- (a) **GARDEN COMPETITION 2009:** It had not been possible to action the resolution agreed at the last Parish Council meeting that one category should be removed as details of the Garden Competition had already been advertised. The position would be reviewed following this year's Garden Competition. The Clerk gave an update on the position in relation to the arrangements. Councillors noted that cakes were required for the tea provided for the judges and guides on the 4 July 2009, and that help would be required with delivering the flyers.
- (b) **LITTER:** The dog/litter bins for Whites Lane/Foxborough Road and the Church Road Car Park had been ordered. It was noted that the DC were also exploring the possibility of putting a Dog Litter bin outside Sandles.
- (c) **FOOTPATH 9/BOAT:** The Clerk was asked to point out that the fencing with the barbed wire had been put on OCC land.

90/09 HIGHWAY MATTERS:

- (a) **SPEED LIMIT – A4183:** The Clerk reported that Mr Steve Wood, Team Leader - Speed Management (Ops) Road Safety & Travel Plans Group, Oxfordshire County Council, had indicated that Anthony Kirkwood, who headed up the Road Safety Engineering team, did the review and now needed to undertake some detailed work as to accident stats, speeds and so on. As this covered the whole county, not just the Vale area, it would take some time to complete. Where changes to limits were proposed, the Parish Councils would be contacted and asked for their comments. Unfortunately the OCC could not give a time period for this as some roads would need to be monitored before the final list was produced.

Nothing further had been heard from the Area Engineers department regarding safety at the Radley and Sunningwell Junctions on the A4183.

- (b) **POTHoles:** The potholes in Church Road have been marked up following a further push from several people. The Clerk had also reported a number of potholes in Foxborough Road, but these had not been marked up to date.
- (c) **CYCLEWAY C5 – HAZARDS:** Cr Crowley reported that one of the hazards had been removed.

- (d) **STREET LIGHT – 18 LOWER RADLEY:** It was reported that the street light outside this property was not working.
- (e) **GRASS CUTTING:** Grass cutting had recently taken place throughout the village and the contractor had not collected the grass which was left to block up the drains.
- (f) **TREES NEAR LOWER RADLEY CARAVAN PARK:** Some of the trees bordering the Lower Radley Caravan Park had been cut back and branches were left on the road, which was a great hazard to traffic.
- (g) **VILLAGE GREEN, LOWER RADLEY:** There had been complaints that the Village Green had not been cut. It was reported that it had not been cut at the request of a local resident who wished to protect the bulbs planted on the Village Green. It had now been ascertained that cutting was possible, and Berinsfield Community Services had been asked to carry this out.

91/09 PARISH WEBSITE

The appreciative comments of Mrs Sue Calvert Fisher on the website were noted with delight by the Parish Council.

92/09 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: The Annual General Meeting was held on the 20 May 2009, and Cr Johnston reported that he was now a member of the Planning and Development Committee for the first time since he was a District Councillor.

Oxfordshire County Council: Cr Johnston reported that things were very quiet at the moment as the elections were imminent. On the question of potholes, a change of contractor was taking place and it was hoped that some work would be undertaken shortly on the bad potholes in the Parish.

93/09 REPORT ON ANNUAL PARISH MEETING, 8 MAY 2009

This item was deferred until the next meeting.

94/09 CORRESPONDENCE

(i) FOR ACTION

- (a) Oxfordshire Association of Local Councils:
 - (i) Annual General Meeting 2009, Monday, 8 June 2009, at 7.30 pm at Exeter Hall, Kidlington: Cr Rogers would be attending this meeting
 - (ii) Update for Members, April 2009: The Clerk was asked to send this to Councillors via email in future.

- (b) Regional Spatial Strategy – The South East Plan: It was noted that the Secretary of State has completed consideration of all representations, and the final RSS was available to view or download from www.gos.gov.uk/gose.

(ii) FOR INFORMATION

- (a) Oxfordshire County Council – Home2School Newsletter: Summer 2009
- (b) ORCC News Bulletin May 2009
- (c) ONCF Environmental Bulletins, 30 April 2009, 7, 14 and 21 May 2009.
- (d) The Farmoor Reservoir Pontoon Project, Newsletter April 2009
- (e) Clerks and Councils Direct, May 2009
- (f) Railfuture, Thames Valley Branch Newsletter May 2009

95/09 NOTIFIED BUSINESS

NIL

Date:

Chairman

CONFIDENTIAL MINUTE, 22 MAY 2009

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.

96/09 CONFIDENTIAL MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 23 APRIL 2009

The Confidential Minutes of the Ordinary Meeting of the Parish Council held on the 23 April 2009 were **APPROVED** and signed by the Chairman.

97/09 APPLICATION FOR TOWN GREEN STATUS – THRUPP AND BULLFIELD LAKES, RADLEY

(a) UPDATE ON JUDICIAL REVIEW:

The Parish Council considered the following papers:

- (i) Notes of Radley Local Liaison Group, 2 March 2009 and 16 April 2009
- (ii) Letter from Mr John Rainford, 8 May 2009
- (iii) Comments from Mr Roger Thomas, 14 May 2009
- (iv) Draft letters to Mr John Rainford and Mr John Curtis
- (v) Letter from Mr Alastair Wallace to the Administrative Court, 21 May 2009
- (vi) Advice from Mr Alastair Wallace, 22 May 2009
- (vii) Report from Judicial Review Working Party, 26 May 2009

After some discussion it was proposed by Cr Johnston, seconded by Cr Rogers and **AGREED** that the Parish Council should instruct its solicitor to conclude the Judicial Review on the best terms achievable. In the meantime, the Parish Council should continue to seek clarification from Npower on the long term arrangements for Npower's land at Thrupp Lake.

The request from Abingdon Town Council to be more involved was noted. It was **AGREED** that Abingdon Town Council should approach Northmoor Trust to see if that Council could be represented on the Management Committee.

The Clerk was thanked for the work she had done during the period Thrupp Lake had been threatened. Crs Crowley and Pasquire were thanked for the tremendous amount of work they had undertaken during the same period, and Cr Crowley was asked to thank Save Radley Lakes for all their support and fund raising.

(b) WILDLIFE PARTNERSHIP:

- (i) The Parish Council confirmed that Cr Crowley should be the Parish Council representative on the Evaluation Committee. It was noted that this has been agreed at the March meeting but had not been included in the minutes.

- (ii) It was reported that Northmoor Trust had been appointed to manage Thrupp Lake. It was noted that this was going to be a press photo call with Northmoor Trust at Thrupp Lake on Friday, 29 May 2009, at 11 am, when all the Parish Councillors were invited to attend. Abingdon Town Council would also be invited

98/09 ITEMS FOR CONSIDERATION FOR PRESS RELEASE

The draft Press Release to announce the latest position on the Judicial Review was considered by the Parish Council and, following some minor amendments, was agreed. **IT WAS AGREED** that this should be issued as soon as possible and that a copy of the press release should be sent to Mr John Rainford and Mr John Curtis.

Date:
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Chairman