

**MINUTES OF THE ANNUAL MEETING OF RADLEY PARISH COUNCIL HELD
IN THE CHURCH ROOM, RADLEY ON THURSDAY 19th MAY 2011**

PRESENT: Cr J Standen (in the chair)
Crs Crowley, Davies, Henderson, Johnston, D Standen, Pasquire,
Platts, Tomlinson

Also present: County Councillor Fatemian

63/11 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN:

Declarations of Acceptance of Office were signed by all councillors present and registers of Interest were handed to the clerk for filing with the Vale.

It was proposed by Cr Johnston and seconded by Cr Henderson that Cr Crowley should be elected Chairman. It was proposed by Cr Tomlinson, seconded by Cr Davies that Cr J Standen should be elected Chairman. A vote was taken and Cr J Standen was elected Chairman for the year 2011/12

Cr Crowley was proposed by Cr J Standen, seconded by Cr D Standen and elected Vice-Chairman for the year 2011/12

64/11 DECLARATIONS OF INTEREST:

Cr Pasquire declared a personal interest in matters relating to the Friends of Radley Lakes and a personal and prejudicial interest in items relating to Radley Village Shop.

Crs J Standen, Davies and D Standen declared personal interests in matters relating to Friends of Radley Station and Radley Village Shop.

Cr Johnston declared a personal interest in matters relating to Radley Village Hall

Cr Tomlinson declared a personal interest in matters relating to Radley Village Shop and the Parish Plan.

65/11 APOLOGIES FOR ABSENCE: None

66/11 MATTERS RAISED BY MEMBERS OF THE PUBLIC: None.

67/11 ELECTION OF COMMITTEES AND ADVISORY WORKING GROUPS

Planning Applications will continue to be discussed at the monthly meetings of the Parish Council, but paper copies of plans will be circulated when received to the following Councillors for comments: Cr J Standen, Cr D Standen, Cr L Pasquire, Cr B Crowley, Cr J Platts, Cr E Davies, Cr C Henderson. Details will be circulated by e-mail to all councillors.

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

Membership of Committees and Advisory Working Groups was agreed as follows:

Finance and Administration Committee: Cr L Pasquire
Cr R T Johnston
Cr J Platts (Playing Field Co-Ordinator)
Cr D Standen

Liaison Committee – RWEnPower: Cr R Johnston
Cr D Standen
Cr L Pasquire

Garden Competition Advisory Working Group:
Cr J Platts
Cr L Pasquire
Cr D Standen

Annual Tree Planting Programme/Maintenance of
Footpaths Advisory Working Group: Cr J Platts
Cr C Henderson
Cr R T Johnston
Cr E Davies

Conservation Working Party (Nature): Cr B Crowley
Cr P Howard
Cr D Standen
Abingdon Naturalists
Society
Radley College:
Mrs Annabel Eyres (To be
confirmed with Radley College)

Village Hall Working Party: No members were elected. It was agreed that the Working Party will be re-constituted if necessary.

Village Pond Management Committee: Mrs Inga Doherty,
Radley Primary School
Radley College
Cr Denis Standen

Website Working Group: Cr L Pasquire
Cr K Tomlinson
Mr John Huddleston
Mrs Joyce Huddleston

Designation of Lower Radley as a Conservation Area: No members were elected as it was agreed that the committee should be put on hold at present.

Radley Wetland Centre Management Group: Cr B Crowley

68/10 REPRESENTATIVES FOR:

Village Hall Management Committee: Cr C Henderson

Parish Transport Representatives: Cr D Standen

Link with Southern Electricity: Cr J Standen

Oxfordshire Playing Fields Association: Cr J Platts

Thames Valley Police:

Country Watch: Cr L Pasquire

Neighbourhood Action Group: Cr E Davies
(Cr J Standen)

69/10 CO-OPTION OF A COUNCILLOR:

One expression of interest had been received. The Council **AGREED** that Mr Cook should be invited to be co-opted to the Council.

70/10 ORDINARY MEETING OF THE COUNCIL HELD ON 28TH APRIL 2011:

The following corrections were made to the minutes:

54/11(d) should read “The Committee had voted *not to refer back the decision made* at the February Cabinet meeting... “

56/11: The Have Your Say meeting was to be held on 24th May.

57/11(f): “He is spending *time* on site”

60/11: Should read: “*There is an exemption under the Data Protection Act if the information is used for literary or news purposes*”.

The minutes were **AGREED** and signed by the Chairman.

71/11 CLERK’S UPDATE on matters arising from the minutes:

- (i) **THRUPP LANE RESIDENTS’ PROPOSAL:** The Area Steward had written to explain that the parish may apply for a grant equating to 5 cuts per year and enter into an agency agreement with Oxfordshire County Council to undertake works on their behalf. Small plants would be permissible in the verge but a licence would be required for shrubs or trees.
- (ii) **TUCKWELL CLEUD:** A letter from Chris Hodgkinson was read to the Council. OCC had been advised that they had sufficient legal grounds to refuse the application but Counsel had advised OCC to write to Tuckwells in the first instance to set out the legal basis for refusal and invite comment. They were expected to reply by 27th May.
- (iii) **LITTER BIN, FOXBOROUGH ROAD:** The Officer had said that Waste Management had a limited supply of bins and a large number of requests so the team would be meeting to consider where they should be sited. It was thought that there were other sites in Radley which were also in need of a bin.

It was proposed by Cr Pasquire, seconded by Cr Platts and **AGREED** that the Finance and Administration Committee should be asked to consider a proposal to install a bin at the bus stop outside 55 Foxborough Road.

- (iv) **DATA PROTECTION:** It was understood that the Council may publish details of garden competition prize winners, but it was agreed that letters to prize winners should ask whether they agree to their details being published.

The clerk was asked to establish from the Information Commissioner’s Office whether the Parish Council should register with them.

- (v) **WILDLIFE:** Cr Crowley pointed out that the Parish Council has responsibilities under the NERC Act 2006 to protected species like the Great Crested Newt.

It was agreed that the Council will submit an application planning application for allotments in Lower Radley and let objections progress.

- (vi) DEAD TREE, 15 FOXBOROUGH ROAD: It was agreed that this is outside the scope of the Parish Council as it is on private land.

72/11 POLICE MATTERS:

- (i) HAVE YOUR SAY MEETING: Councillors were reminded about the meeting at Radley Station on 24th May.
- (ii) NEIGHBOURHOOD POLICING MAY UPDATE: Cr Davies drew the Council's attention to reports of thefts from work vehicles. He was asked to raise metal thefts at the next NAG meeting.

73/11 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS:

- (i) DISTRICT COUNCILLOR: Cr Johnston had left the meeting earlier and would make a full report at the next meeting.
- (ii) COUNTY COUNCILLOR: Cr Fatemian reported that:
 - (a) The Minerals Strategy will proceed to general consultation in June and July.
 - (b) COUNTY COUNCIL ANNUAL REPORT: Cr Fatemian reported that Cr Lorraine Lindsay-Gale had become Cabinet Member for Growth and Infrastructure. Cr Michael Wain has retired and his post as Cabinet Member for Schools Improvement has been taken by Cr Melinda Tilley.
 - (c) TUCKWELL CLEUD: Cr Fatemian was pleased to note that action is being taken. He appreciated that it has been a long process but it had to be precise to leave no scope for further delays and costs. He was encouraged that Kevin Broughton had been brought in to draw all the various planning issues together. Councillors raised enforcement issues. They thanked Cr Fatemian for his efforts in the Council's behalf.
 - (d) WETLANDS CENTRE: The Council noted that the Earth Trust's planning application would go to the Vale Planning Committee and that Highways have raised objections. Cr Fatemian would ask for an update. He noted that Thrupp Lane is a failed road and hoped that the new consultant would be able to consider all issues as a whole.

It was **AGREED** that Cr Crowley would represent the Parish Council at the Planning Committee meeting.

74/11 HIGHWAY MATTERS:

- (i) **CONTRACTORS' PARKING, FOXBOROUGH ROAD:** Cr Davies had spoken to a director of the building company and it had been agreed how many vehicles would park in the road and that the others could park in Stonhouse Crescent and St James' Road. Cr Davies was thanked for his efforts.

Concerns were raised that vehicles continue to be parked close to the junction with Whites Lane and the Council will ask the PCSO to attend again.

It was proposed by Cr Tomlinson, seconded by Cr Crowley and **AGREED** that the Council should request parking restrictions on the bend.

- (ii) **KENNINGTON ROAD:** Cr Henderson reported that a large puddle collects in the road close to the bus stop at Woodlands and people are often drenched by passing traffic. The clerk was instructed to report this to Highways and ask them to consider how the road drainage can be altered to prevent it happening.

75/11 PLANNING MATTERS:

- (i) **NEW APPLICATIONS:**

- (a) **RAD/237/119LB:** Proposed demolitions and alterations to B, C and E social blocks, Radley College. **NO OBJECTION**
- (b) **RAD/5107/2:** Partial roof extension to pitch over flat roof and loft conversion of existing roof volume. 141 Sugworth Lane. **NO OBJECTION.**

- (ii) **APPLICATIONS PERMITTED:**

- (a) **RAD/19245/1:** Demolition of existing rear conservatory and removal of link roof. Construction of new single storey rear extensions and extend over existing link with new roof. Conchiglia, Thrupp Lane, Radley. **NO OBJECTION.**
- (b) **RAD/20138/2:** Erection of a single storey rear extension to form a studio and infilling the veranda to form a breakfast area in the kitchen. 4 Turners Close. **NO OBJECTION.**

76/11 FINANCIAL MATTERS:

(i) AUTHORISATION OF PAYMENTS:

It was proposed by Cr Henderson, seconded by Cr Pasquire and **AGREED** that the following payments should be made:

| | | | | |
|-----|--------------------------------|---|----------|------------|
| 396 | Mrs J E Dymock | Salary (LGA 1972 s112) | £ 690.98 | £1,325.54 |
| | | Expenses: | | |
| | | Toner cartridge | £48.00 | |
| | | Projector | £499.98 | |
| | | Village Cleaner | £ 86.58 | |
| 397 | Mrs Karen Sharp | Salary (Local Govt Misc Provisions Act 1976 s.19) | | £ 148.15 |
| | | Parish Plan expenses (LGA 1972 s111) | | |
| 398 | Miss S Raven | Expenses: mileage, printing, postage | £ 80.00 | £ 124.56 |
| | | | £ 44.56 | |
| 399 | HMRC | PAYE and National Insurance | | £ 130.38 |
| 400 | Protax | Payroll Services 2010-11 | | £ 132.00 |
| 401 | M. Shute | Supply of Village Hall kitchen | | £ 6,019.20 |
| | RBS Software | | | |
| 402 | solutions | Alpha Financial software | | £ 354.00 |
| 403 | Berinsfield Community Business | Gardening and grass cutting | | £ 294.54 |
| 404 | Mr I. Jarrett | Parish Plan prize draw prize | | £ 50.00 |

(ii) **BANK SIGNATORIES:** It was **AGREED** that these would be the Chairman, Vice-Chairman and Playing Fields Co-ordinator.

(iii) **LOCAL GOVERNMENT PENSION SCHEME:** It had been agreed to offer membership to the clerk and the Council asked for a report on the cost to the Council of membership for other employees.

(iv) **EARTH TRUST APPLICATION FOR A GRANT:** The Earth Trust had been told that it is important to grant bodies that the community demonstrates its support for the project. Cr Pasquire explained that the grant would cover staff costs for training volunteer wardens, equipment and tools.

After discussion, it was proposed by Cr Henderson, seconded by Cr Platts and **AGREED** that the grant should be made with conditions. Evidence would be required that the money was spent in Radley. Cr Crowley declared a prejudicial

interest as the new Parish Council representative on the Management Committee and did not participate in the vote.

77/11 CONSERVATION:

GARDEN COMPETITION: The meeting of the working party was postponed to mid-June. Councillors undertook to deliver leaflets to areas of the village that the Guides couldn't cover.

78/11 CORRESPONDENCE:

FOR ACTION:

- (a) TWINNING: It was agreed that this should be an agenda item for July for the Council to decide in principle whether it wishes to twin. The clerk was asked to gather information about costs and how it is funded in other places.
- (b) OALC: Revision to the Model Standing Orders: Noted.
- (c) OCVA: Training events
- (d) ASHTAV: The Council noted an invitation to the Herbert Lane Lecture.
- (e) OPFA: Invitation to networking events. Cr Platts took details.
- (f) Open Spaces Society: Request for a donation to their "fighting sorrows" appeal.
- (g) St John Ambulance: Request for grant funding: To be retained for the November meeting.

FOR INFORMATION:

- (a) Further response to the Parish Plan questionnaire re: bike parking at the shop.
- (b) Clerks and Councils Direct
- (c) OPFA newsletter.

Signed.....Date.....
(Chairman)