

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL  
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 23 APRIL 2009  
AT 7.30 PM**

**PRESENT:** Cr J Standen (in the Chair)  
Crs Crowley, Davies, Dutton, Henderson, Johnston, Nutt, Pasquire,  
Rogers, D Standen, Yorston  
Mrs Jo Cartmell and one member of the public (for Item 64/09)

**58/09 APOLOGIES FOR ABSENCE**

NIL

**59/09 DECLARATIONS OF INTEREST**

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

**60/09 MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 26 MARCH 2009**

The Minutes of the Ordinary Meeting of the Parish Council held on the 26 March 2009 were **APPROVED** and signed by the Chairman with the following amendments:

Minute 44/09 (j) (ii), fourth paragraph should read: "...run through the gate one after another ..."

Minute 49/09 (a) 3, paragraph 2 should read: "... if a litter bin were installed in the car park ..."

Minute 51/09 (d) should read: "... at both ends of the lane ..."

**61/09 CLERK'S REPORT ON BUSINESS ARISING OUT OF THE MINUTES**

- (a) **COPSE, CHURCH ROAD – AMENDMENT TO LEASE:** It was noted that a duplicate lease had been received from Radley College. **IT WAS AGREED** that this should be signed by the Chairman and Vice-Chairman.
- (b) **COMMUNITY NOTICE BOARD:** The Clerk circulated pictures of the notice board offered by Mr Gore and **IT WAS AGREED** that this should be accepted. The Clerk indicated that she would arrange for it to be prepared for installation, subject to advice from the DC planning department regarding planning permission.
- (c) **PLAYING FIELD – FLYGT PUMP:** It was noted that Cr Nutt and the Clerk would be meeting a representative from Flygt Pump on the 28 April 2009.
- (d) **GOODS VEHICLE OPERATORS LICENCE, CPL DISTRIBUTION, THRUPP LANE:** There was nothing further to report at this stage.

- (e) **STREET LIGHTING, KENNINGTON ROAD:** The Clerk reported that an email had been received from Mrs Ashton expressing concern that she had heard nothing further following her emails to individual Councillors, and that a detailed response had been sent setting out the Parish Council's position. Cr Yorston indicated that he had discussed Mrs Ashton's concerns with her.
- (f) **CHAIRMAN'S COMMUNITY AWARDS LUNCH – 7 MARCH 2009:** The Parish Council noted that the Chairman of the DC had written thanking the PC for nominating local people to attend the lunch.
- (g) **FLOOD LIGHTING, GOOSEACRE:** It had been ascertained from the DC Planning Department that planning permission was required for the erection of the lights because the lights exceeded four metres in height. A response had not yet been received from Radley College. The Clerk reported that she had received some information on solar lighting for playing fields and wondered if this should be considered.

## **62/09 POLICE MATTERS**

- (a) **NAG SURVEY:** The preliminary summary on the NAG Survey prepared by the Clerk was discussed by Councillors. The responses would be sent to NAG for formal analysis, and Cr Davies **AGREED** to prepare a short report after the results of the survey had been discussed at the NAG meeting which would allow the Parish Council to gradually discuss the comments received by topic.
- (b) **DAMAGED TREES, WHITES LANE:** The Clerk reported that she had written to the owner of the taxi for details of his insurance company so that a claim could be made. Mr Bill Homewood was happy for the trees to be replanted but had asked that this should wait until the ditching work was completed. The Clerk would contact him again in the autumn.
- (c) **VANDALISM IN THE VILLAGE:** A further episode of vandalism had occurred in the village, but it was not clear what the position was in relation to investigations into this disturbance. In addition, vandalism had occurred at Radley Station when the shed had been broken into. A spade taken had been found in Stonhouse Crescent.
- (d) **TUCKWELLS – CLEARANCE WORK ON SITE:** Concern was expressed about the clearance work being undertaken alongside the BOAT, and this had been reported to the OCC, wildlife organisations and the police in view of the damage to wildlife by work being undertaken during restricted periods. The Parish Council thanked Cr Crowley for the useful photographs he has taken of the damage. The Parish Council **AGREED** that a formal letter should be sent to the Environment Agency, with a copy to the police and the OCC, expressing concern about the work undertaken and asking for the area to be restored.

- (e) **SPEEDING – KENNINGTON ROAD:** The Clerk had been unable to ascertain when the police would be undertaking speed checks and when the OCC Speed Management Department would be carrying out their vehicle count/speed monitor. In addition, she had heard nothing further about the signing of the cycle track, nor about cyclists using the footpaths in the vicinity of the cycle track. These matters were being followed up.

**63/09 PLANNING MATTERS:**

**(a) New Applications:**

- (i) RAD/15745/3-T – Temporary change of use from single dwelling to accommodate security and site supervision personnel until 31 March 2010: No objection, but it was queried how many personnel would be accommodated in the building and the Parish Council asked for confirmation that the foul sewage would not spill into the lakes.
- (ii) KEN/RAD/206/24 – Erection of new lower school hall, Chandlings Manor School, Oxford Road, Kennington: No objections.

**(b) Permission Given:**

- (i) RAD/20660/1 – Erection of a two storey side extension, incorporating existing garage (re-submission), 26 Sugworth Lane
- (ii) RAD/237/109-LB – Internal and external alterations to F Social, Radley College, comprising of window replacement, modifications to existing windows, internal strip out and refurbishment.
- (iii) RAD/237/110-LB – Internal alterations plus replacement of existing mid 20<sup>th</sup> C neo-classical portico with new canopy plus construction of additional entrance canopy to D Social residential block, Radley College.

**(c) Permission Refused:**

- (i) RAD/7171/2 – Erection of a four-bedroom chalet bungalow with detached double car port, Land adjacent to Park Farm Byre, Kennington Road.

- (d) **Certificate of Lawfulness (CLEUD), H Tuckwell and Sons Ltd:** The Parish Council received the detailed letter from Mary Thompson, OCC. It was noted that the second page had not been circulated to the Councillors and this was read out. **IT WAS AGREED** that the OCC should be asked to correlate the two statements about monitoring and asked the frequency of monitoring, as it was difficult to comprehend that monitoring of the site was sufficiently regular to find out what was happening on the site. It was noted that Cr Crowley had given photographic information on changes on the site, within the ten year period.

- (c) **Tarmac CLEUD:** No response had been received from the DC Enforcement Officer, and the Clerk was asked to chase this as a matter of urgency.

**64/09 APPLICATION FOR TOWN GREEN STATUS – THRUPP AND BULLFIELD LAKES, RADLEY**

Mrs Jo Cartmell spoke to this item at the beginning of the meeting, indicating that she had concerns about the possibility of a fence being put around the lake by the landowners, npower, in that it would cause herbage and shrubs growing around Thrupp Lake to grow into a hedge which would screen the lake, and it would deny local people the lovely open views they had across the lake at present. If it was to become a nature reserve it was important to be able to see the lake's wildlife with ease. It might be that a fence was to be put in place for health and safety reasons. But people had used the lakes for 50 years without incident. There were only a couple of places where the water was deep, and a Deep Water notice should be sufficient. She stressed that she hoped that npower would not fence the area off.

The Clerk was asked to ascertain the position of the recent planning applications from RWE Npower.

The Parish Council **AGREED** to consider the rest of this agenda item in confidential session.

**65/09 FINANCIAL MATTERS**

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

(i)	Miss S E Raven:	£754.81
	Salary, April 2009:	£675.73
	Village Cleaner:	£79.08
	(Salary, April 2009: £85.98)	

It was noted that:

- (a) the Clerk had received £980.20 to cover the Village Cleaner's salary from 1 April 2008 to 31 March 2009, receiving payment a month in advance, i.e. the April 2008 salary was paid at the March 2008 Parish Council meeting.. The total payment was £973.30, so the Clerk had been overpaid by £6.90, and Councillors noted that the payment for April 2009 had been adjusted accordingly.
- (b) the original arrangement had been to pay the Village Cleaner on a fortnightly basis. It was noted that the Clerk had now agreed to pay part salary on the 15<sup>th</sup> of the month, and the remainder when the payslip was received. So far, £40 has been paid to cover the April salary.

- (ii) Mrs K Sharp – Salary, April 2009: £151.72

(iii)	Post Office Ltd (HM Revenue & Customs) – Income and Employers NI payment:	£563.78
(iv)	Marrons – Legal Advice on CLEUD:	£460.00
(v)	Berinsfield Community Business:	£432.57
	(i) Cutting periphery of the Gooseacre field:	£172.50
	(ii) Gardening/Grass Cutting:	£260.07
(vi)	Radley College – Grass Cutting:	£207.00
(vii)	Oxfordshire Association of Local Councils – Subscription:	£433.73
(viii)	NALC – Local Council Review:	£13.50
(ix)	Oxfordshire Rural Community Council – Subscription:	£20.00
(x)	MRH Services – Service Inspection, Play Area:	£32.50
(xi)	Radley VHMIC – Hire of Village Hall for Garden Competition Presentations, 18 July 2009:	£24.00
(xii)	Mrs J Standen – Travel Expenses:	£27.59

(b) **DIGITAL MAPPING SYSTEM:** The Parish Council considered the report which had been circulated with the agenda. There was discussion on how this would benefit the residents of Radley Parish and the type of use which would be made of the system by the Parish Council. It was proposed by Cr J Standen that the Parish Council should purchase the system at a cost of £650.00, with one additional licence at a cost of £125.00, making a total of £775.00. The need for additional licences and equipment, such as a laptop and projector, would be reviewed in the future. This was seconded by Cr Pasquire and **AGREED**. One Councillor voted against the motion, and three Councillors abstained.

(c) **REPORT OF FINANCE AND ADMINISTRATION COMMITTEE, 9 APRIL 2009:** The notes of the meeting were received, and Cr Crowley presented the report. It was proposed by Cr Crowley, seconded by Cr Johnston and **AGREED** that the following recommendations should be accepted:

(i) **PLAYING FIELD AND SPORTS PAVILION - TERMS OF BOOKING AND CHARGES FOR HIRE: IT WAS AGREED** that the charges should remain as last year:

Block booking for the Radley Youth FC:	£450.00
Use of Pavilion:	£10.00 an hour
Use of Sports Pitch only:	£20.00 up to four hours
Single booking of sports pavilion and Sports Pitch – private users	£50.00 up to four hours

- (ii) GOOSEACRE PLAYING FIELD – DITCH BEHIND SPORTS PAVILION: It was **AGREED** that the Clerk should obtain an estimate from Berinsfield Community Business to clear the ditch.
  - (iii) FENCING FROM THE BACK OF THE VILLAGE HALL TO THE HEDGE: The Parish Council decided not to provide new fencing in this area.
  - (iv) VILLAGE POND – FENCING: The Parish Council considered the three estimates for bow-top fencing around the pond, with a single gate along the back fence, and **AGREED** that the estimate of £8,150.00 from MRH Services should be accepted. It was noted that an additional short stretch of fencing was required to meet up with the gate to the footpath, and the Clerk would follow this up.
  - (v) INTERNAL AUDITOR: The Parish Council **AGREED** that Mr Roger Symes should do the Internal Audit of the 2008/2009 accounts.
- (d) BUDGET STATEMENT ON PARISH COUNCIL SPEND DURING 2008/2009, WITH ORIGINAL AND REVISED ESTIMATES FOR 2009/2010: received
  - (e) DRAFT ACCOUNTS FOR 2008/2009: It was **AGREED** that these should be submitted to the Internal Auditor.
  - (f) EXTERNAL AUDIT FOR YEAR ENDED 31 MARCH 2009: It was noted that the notice had to be displayed from 15 to 28 June 2009, with the records being available from 29 June 2009 to 24 July 2009. The Audit Date was 31 July 2009.

## **66/09 CONSERVATION**

- (a) GARDEN COMPETITION 2009: The report from the Garden Competition Working Party was noted. After discussion it was proposed by Cr J Standen and seconded by Cr Rogers that, in view of the time taken to carry out the afternoon judging, the category “Most Colourful Flower Garden” should not be used this year. This proposal was **AGREED**, with three Councillors voting against it and two Councillors abstaining. The position should be reviewed again after the Garden Competition had been held.
- (b) OXFORDSHIRE VILLAGES OF THE YEAR 2009: The Parish Council **AGREED** to enter this competition.
- (c) LITTER: The Parish Council **AGREED** that dog/litter bins should be provided in the following places:
  - (i) Whites Road/Foxborough Road, at the entrance to the field by the footbridge, and
  - (ii) Church Road Car Park, at the entrance to the field.

It was noted that the Parish Council would have to pay the installation cost of approximately £60.00 for a litter bin in the car park. This could be used for dog litter and would be emptied by the District Council.

- (d) **FOOTPATH 9/BOAT:** It was noted that the Field Path Officer had looked at the barbed wire fencing along the BOAT, but considered that there was little that could be done. The Parish Council noted the interpretation of the law relating to this.

#### **67/09 VILLAGE HALL PROVISION**

Visits were continuing to village halls, and a detailed report would be made in due course.

#### **68/09 LAND ISSUES**

- (a) **LAND AROUND FIELDHOUSE AND SUGWORTH FARM, SUGWORTH LANE:** It was noted that Mr King was concerned at reports in the Parish Council minutes which indicated that he was trying to register his own land and that of his neighbour. In fact, he had discussed the issues fully with the complainant and the main reason for pursuing this was to secure his access rights (which previous owners of the access had advised him to do). There were concerns about some planning issues in the area in relation to trees and buildings, and the Parish Council **AGREED** that this should be referred to the DC Planning Department. The Parish Council were delighted to learn that Mr and Mrs King had liaised with the DC about litter collection, and were regularly litter picking along Sugworth Lane.
- (b) **PATH - THE TOP OF TURNERS CLOSE TO STONHOUSE CRESCENT:** The Clerk reported that the Vale Housing Association had asked for clarification of the access arrangements and it was noted that there had been a pole in the middle of the path at the Stonhouse Crescent end to prevent any through traffic.
- (c) **COMMONS LANE, LOWER RADLEY:** Forms had been sent to the Land Registry.
- (d) **FOOTPATH 8 – TO CONSIDER RENEWAL OF POST AND RAIL FENCING ALONG THE ROAD EDGE OPPOSITE THRUPP LANE:** It was **AGREED** that this should be provided as soon as possible and the Clerk was asked to make the necessary arrangements.
- (e) **TRIANGLE OF LAND – JUNCTION BY 33 LOWER RADLEY:** The Clerk was asked to clarify the area of land looked after by Oxfordshire Highways.

#### **69/09 HIGHWAY MATTERS:**

- (a) **SPEED LIMIT – A4183:** The Parish Council noted that the OCC were undertaking a speed limit review of roads, and this included the A4183 and Sugworth Lane. Two Vehicle Activated Signs (VAS) had been ordered for the area around Chandlings School – one by the junction of Bagley Wood Road and the other just south of the school entrance. The Parish Council's query about safety at the Radley and Sunningwell junctions had been passed to the Area Engineer.
- (b) **POTHLES THROUGHOUT THE VILLAGE:** The Clerk reported that photographs had been taken of the poor road conditions through the village and these would be submitted to Oxfordshire Highways.
- (c) **CYCLEWAY C5 – HAZARDS:** No further information had been received from Oxfordshire Highways.
- (d) **BAD REPAIR – 46/48 FOXBOROUGH ROAD:** It was noted that Oxfordshire Highways had inspected this area and would be arranging for the work to be undertaken properly. The Parish Council was thanked for drawing this to their attention.

#### **70/09 PARISH PLAN**

A meeting of the Steering Group was being arranged, and Cr Yorston **AGREED** to represent the Parish Council at this meeting.

#### **71/09 PARISH WEBSITE**

It was noted that a meeting of the Website Working Party was being arranged.

#### **72/09 ANNUAL PARISH MEETING, FRIDAY, 8 MAY 2009**

Councillors were reminded that the Annual Parish Meeting was being held on Friday, 8 May 2009.

#### **73/09 REPORT OF DISTRICT AND COUNTY COUNCILLOR**

Cr Johnston reported that both the District and County Council were very quiet at the moment, preparing for the forthcoming elections.

#### **74/09 CORRESPONDENCE**

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

- (a) Vale of White Horse DC:
  - (i) Various works to trees at 27 Bigwood Park: It was **AGREED** that this work was necessary

- (ii) Work to trees at 32 Bigwood Park: It was **AGREED** that this work was necessary
- (b) MRH Services – Report on Play Area: noted
- (c) North Berkshire Football League 1909 – 2009: The Parish Council had been asked to mark this occasion by various means, and the provision of a tree would be considered by the Tree Planting Advisory Working Party.
- (d) Information Commissioner’s Office: provision of instructional DVD ‘Tick Tock’: Cr Davies **AGREED** to consider this.
- (e) CPRE – Hands Off Oxford’s Green Belt: noted.
- (f) Equality and Human Rights Commission – Public Sector Duties: noted
- (ii) FOR INFORMATION**
- (a) Vale of White Horse DC:
  - (a) Worried about Facing Redundancy?
  - (b) Standards Committee, 28 April 2009
- (b) Summer Railfuture Conference, 4 July 2009, at Northallerton.
- (c) Open Spaces Society – appeal for funds
- (d) ONCF Environmental Bulletins, 26 March 2009, 2, 9, 16 and 23 April 2009
- (e) OPFA – The Playing Field, Spring 2009
- (f) Oxfordshire Highways – Oxfordshire County Council (Abingdon Marathon) (Traffic Regulations in Abingdon and Radley) Order 2009

**75/08 NOTIFIED BUSINESS**

NIL

Date: .....

Chairman

**CONFIDENTIAL MINUTE, 23 APRIL 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.

**76/09 APPLICATION FOR TOWN GREEN STATUS – THRUPP AND BULLFIELD LAKES, RADLEY**

The correspondence with Mr Wallace and Mr Rainford was noted. The draft press release from Npower was considered and various amendments were suggested. However, **IT WAS AGREED** that this could not be finalised until a response had been received from Mr Rainford to the Parish Council's letter dated 14 April 2009.

Date: .....  
Chairman