

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL  
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 25 FEBRUARY  
2010 AT 7.30 PM**

**PRESENT:** Cr J Standen (in the Chair)  
Crs Crowley, Henderson, Johnston, Pasquire, Rogers, D Standen,  
Yorston  
County Councillor Arash Fatemian  
Mr Malcolm Anderson (for part), Mrs Jane Dymock

**20/10 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Crs Davies and Dutton.

**21/10 DECLARATIONS OF INTEREST**

The following declarations of interest were made in relation to Planning Application RAD/7515/6:

- Crs Denis and Jenny Standen declared a personal and prejudicial interest
- Cr Crowley declared a personal interest
- Cr Johnston declared an interest as member of the DC Planning and Development Committee.

**22/10 MATTERS RAISED BY MEMBERS OF THE PUBLIC**

Mr David Price spoke against Planning Application RAD/7515/6, and gave the Parish Council copies of letters of objection from him and his wife and the owner of the Lower Radley Caravan Park.

**23/10 MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 28  
JANUARY 2010**

The Minutes of the Ordinary Meeting of the Parish Council held on the 28 January 2010 were **APPROVED** and signed by the Chairman with the following amendment:

Minute 7/10 (v) (c) - The last sentence should read – The PC was unhappy about the approach of District Councillor Patterson who had spoken about this application.

## **24/10 CLERK'S REPORT ON BUSINESS ARISING OUT OF THE MINUTES**

- (a) **COPSE – CHURCH ROAD:** The Clerk reported that she was pressing for the solicitor to finalise this financial year the paperwork in relation to the amendments to the lease.
- (b) **LAND AROUND FIELDHOUSE AND SUGWORTH FARM, SUGWORTH LANE:** It was understood from the DC Enforcement Monitoring Officer (Planning) was seeking permission to take this matter further.
- (c) **JUDICIAL REVIEW:**
  - (i) It was reported that the Chairman and Clerk had attended a meeting with representatives from Abingdon Town Council. It was clear that the Town Councillors were very aware that the donation of £5,000 had been promised when the expected costs were expected to be in the region of £40,000, and this matter was going to be discussed further by its Finance Committee in March before the donation from Abingdon Town Council was paid.
  - (ii) It was noted that Kennington PC had agreed to give a donation of £500 towards the legal costs and a cheque had been received for this amount. The Clerk was asked to thank Kennington PC for its generous support.
  - (iii) **VAT:** The HM Revenue and Customs Public Bodies Unit of Expertise had confirmed that VAT could be claimed back on the total cost of the legal services received by the Parish Council because it had placed the order, received the service, received a VAT invoice addressed to it, and the bill had been paid from the Parish Council's own funds.

## **25/10 POLICE MATTERS**

- (a) **RURAL ABINGDON NEIGHBOURHOOD POLICING UPDATE, FEBRUARY 2010:** noted
- (b) **RURAL ABINGDON NAG, 17 February 2010:** No report was available on this meeting.
- (c) **DAMAGED TREES, WHITES LANE:** It had not been possible to arrange a meeting of the Annual Tree Planting/Maintenance of Footpaths Advisory Working Group during February and it was hoped this could be held during March.
- (d) **CYCLE SAFETY TALKS:** It was not known if the Cycle Safety Talks had taken place.

- (e) **SPEEDING – KENNINGTON ROAD:** It was noted that concern had been expressed about the siting of the ANPR (automatic number plate recognition) operation as it did not cover the speed of vehicles passing the properties just inside the 30 mph sign. It was noted that PC Bryant was following this up. The Councillors thought that the grass verge could be used by the ANPR van which would give a good view of traffic coming into Radley.
- (f) **BURGLARY AT VICARAGE:** No further information was available.
- (g) **FOOTPATH 9/THRUPP LAKE – PROBLEM WITH MOTORCYCLISTS:**
- (h) **THRUPP LANE – QUAD BIKES:**  
It was noted that the police had mentioned in their monthly report that they were continuing to patrol Thrupp Lane.
- (i) **MOTORCYCLISTS – BEHIND STONHOUSE CRESCENT:**
- (j) **FOOTPATH 8 – USE BY MOTORCYCLISTS:**  
No further information had been received from Mr Neil Irwin, Motocross Events Organiser.
- (k) **SHOOTING – LAKE N:** Cr Crowley gave a brief report on the law relating to shooting, and the dates on which shooting was legal on land not accessible by the public. Cr Crowley **AGREED** to prepare a more detailed report for the Parish Council, which would give details of the incidents which had occurred in the area including the finding of a gas cartridge. This would then be forwarded to the police for comment, and the Parish Council would consider the possibility of applying for a byelaw to protect this area from particularly reckless disturbance.

## **26/10 PLANNING MATTERS:**

- (i) **New Applications:**
- (a) **RAD/18671/2 – Change of roof from flat roof to pitched roof, 30 Sugworth Lane:** No objections
- (b) **RAD/7515/6 – Demolition of single storey extensions to Lyric Wood and erection of new single storey extensions. Erection of two new dwellings, Lyric Wood, 6 Lower Radley:** Cr Guy Rogers took over the role of Chairman for this item in view of the declaration of interests made by Cr Jenny Standen. Cr Johnston withdrew from the meeting because of his membership of the DC Planning and Development Committee. Crs Jenny and Denis Standen outlined their objections to this application and then withdrew from the meeting. The Parish Councillors noted the comments made by Mr David Price and, following discussion, **AGREED** to object to this application on the grounds of over-dominance, noise disturbance, highway safety issues, traffic generation, car parking provision and local drainage issues. **IT WAS AGREED** that Cr Rogers should speak at the DC Planning and Development Meeting when this planning application came up for consideration.

**(ii) Permission Given:**

- (a) RAD/5565/1 – Erection of a two storey extension, 27 Stonhouse Crescent
- (b) RAD/899/2 – Demolition of existing house and erection of 4x3 bedroom houses with associated access and parking, 72 Foxborough Road
- (c) RAD/21063 – Erection of a single storey rear extension and conversion of south end of the garage to office space, 9 Selwyn Crescent

**(iii) Misc:**

- (a) TUCKWELLS CLEUD APPLICATION: It was understood from Mr Chris Hodgkinson, the Senior Planning Enforcement Officer at the OCC, that a CLEUD had not been submitted by Tuckwells, and it was understood that Tuckwells' planning agent was waiting for a copy of case law on industrial uses before submission. Mr Hodgkinson pointed out that this did not prevent the OCC from taking enforcement action, and he was busy completing the expediency report for the serving of the enforcement notice. The OCC's constitution required that this was then signed off by the County Solicitor, and OCC Councillor Fatemian as the divisional councillor, and OCC Councillor Steve Haywood, as the Chair of the OCC Planning and Regulation Committee. The report would set out the breach of planning control against planning policy and the 'material' considerations and the proposed works to remedy the breach. Mr Hodgkinson indicated that it had not been possible for him to complete this work due to other priorities, but as soon as it had been done and been approved by the County Solicitor a copy would be forwarded to the Parish Council.

OCC Councillor Fatemian was asked to press that action be taken on this as soon as possible, and the Parish Council looked forward to receiving a copy of the agreed report.

- (b) TARMAC CLEUD: The Parish Council received a detailed response from the DC Area Planning Officer (North) setting out the reasons why the DC had dealt with this application for a CLEUD rather than the Oxfordshire County Council. The Parish Council were surprised that at the time of the application for a CLEUD, Tarmac had submitted records of vehicle movements to and from the site in the form of daily driver logs which indicated that the level of vehicle movements fluctuated on a daily basis but that the maximum annual average daily vehicle movements over a 12-month period was 100 movements. This detailed information was not given to the Parish Council at the time it was asked to consider the request for a CLEUD.

It was noted that the Certificate established a lawful use at a particular time, in this case Class B2 (General Industry). On any lawful Class B2 site the level of traffic generation could be reasonably expected to vary significantly over time depending on the type of business occupying the site and the nature of the market that business is serving. This fluctuation could not be controlled or restricted via the planning process. The key issue, from a planning viewpoint,

was that the site remained within Class B2 use. This meant that, for the Tarmac site, it might be possible for the traffic generation from the site to increase above 100 movements per day without any legal ability for the Vale as planning authority to prevent it.

The Parish Council indicated that it would need to watch for further developments on this site. The condition of Thrupp Lane was quite clearly unsuitable for more heavy traffic and the fact that the Oxfordshire Highways had indicated that it was a failed road should be borne in mind when looking at the number of vehicle movements. This would be drawn to the attention of the DC.

- (c) **CPL YARD:** It was noted that Mr Mike Wilson continued the dialogue with CPL and some of the machinery was being moved to another part of the site to reduce the nuisance from coal dust and noise to residents.

## **27/10 FINANCIAL MATTERS**

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

(i)	Miss S E Raven:	£752.28
	Salary February 2010:	£666.30
	Village Cleaner, February 2009:	£85.98
(ii)	Mrs K Sharp – Salary February 2009:	£148.15
(iii)	Radley College – Grass Cutting:	£759.00
(iv)	Radley PCC – Hire of Church Room:	£128.00
(v)	MRH Services:	£195.00
	Inspection of Play Area:	£32.50
	Repairing fencing around Play Area:	£162.50

- (b) **LAND FOR ALLOTMENTS:** The Parish Council was delighted to learn that Mrs McDougall had indicated that she would look very carefully round the village to see if there was a suitable piece of land for additional allotments.
- (c) **DC GRANT FOR CLEANSING SERVICES:** Nothing further had been heard from the DC regarding grants for this service.
- (d) **PROVISION OF WIFI IN CHURCH ROOM:** It was noted that this matter had been discussed by the Radley PCC but members had agreed unanimously that as a church they would have no use for WIFI, although they were happy for other users to install it at their own cost.
- (e) **NEW SEATING – PLAY AREA:** The new picnic table was on order, and the siting would be determined taking into account that the Parish Council might want to provide a second one in the future.

- (f) **RISK ASSESSMENT SYSTEM FOR PARISH COUNCILS BY COLT PROJECT SERVICES LIMITED:** Cr Crowley considered that the package provided a very similar Risk Assessment record to that already used by the Parish Council, and there was no need to consider purchasing this package.

#### **28/10 CONSERVATION**

- (a) **GARDEN COMPETITION:** There had been a meeting of the Garden Competition Working Party to consider the paperwork for the 2010 Competition. The Clerk had been asked to find twelve judges so that there was no need to reduce the number of areas judged – if this was not possible, then further consideration would be given to reducing the number of areas.
- (b) **GRASS CUTTING/GARDENING:** It was noted that Cr Nutt and the Clerk have met representatives from the Berinsfield Community Services to review all the work undertaken by them. They had been asked to give estimates on various things, including weed clearance, and these would be put to the Finance and Administration Committee at its April meeting.
- (c) **RUBBISH:** It was not clear if all the areas of litter had been cleared, but a great deal of rubbish was being collected along the Radley Road about two weeks ago.

#### **29/10 HIGHWAY MATTERS:**

- (a) **PROVISION OF BUS SHELTER, FOXBOROUGH ROAD:** It was noted that Mr Mark Francis, Oxfordshire Highways had responded to the letter from Mr and Mrs Davie, explaining why he believed that the shelter would not have an adverse effect on vision when exiting the private road.

The OCC had confirmed that it would give a 50% grant towards the bus shelter provided this was claimed within this financial year. The order had been placed and Bus Shelters Ltd was aware of the restrictions in relation to the timing of provision and payment.

- (b) **35 BUS SERVICE – LACK OF ROAD GRITTING/SALTING DURING RECENT INCLEMENT WEATHER:** Letters had been received from the OCC explaining its policy and indicating that it was looking again at its criteria. It was understood that there would be a report in April following a review of all bus routes. Cr Pasquire expressed concern that she had had no response to her complaints to the OCC via the web system and was following this up with the OCC.
- (c) **THRUPP LANE – OVERNIGHT LORRY PARKING:** It was noted that the firm concerned had instructed its lorry drivers to park in approved overnight parking.
- (d) **CYCLEWAY C5 – HAZARDS:** It had not been possible to ascertain if this hazard had been removed.

- (e) **SIGN BY SHOP/SPINNEYS CLOSE BUNGALOWS INDICATING PEOPLE CROSSING:** It was understood that the sign was being moved on to a lamp column closer to Spinneys Close.
- (f) **POTHLES:** OCC Councillor Fatemian reported that he had arranged to tour the Parish with Mr John Beaumont, Oxfordshire Highways, to review the condition of the road. There were many areas of concern but attention was drawn to the verge in Sugworth Lane in between the two entrances to Bigwood Park which needed urgent attention. In addition, bad holes had appeared around drains in Foxborough Road and certain areas along Radley Road had deteriorated badly.
- (g) **SUGWORTH LANE:**
  - (i) **SIGNING AT JUNCTION WITH OXFORD ROAD:** No further information had been received from Oxfordshire Highways.
  - (ii) **MEETING WITH OCC - SPEED LIMIT ALONG OXFORD ROAD:** It was noted that a 50 mph speed limit was being recommended for this road.
- (h) **OVERGROWN HEDGES:** There was nothing further to report on this.
- (i) **THRUPP LANE – USE BY HEAVY VEHICLES AND THE GOODS VEHICLES (LICENSING OF OPERATORS) ACT 1995:** The Clerk reported that she had asked the OALC and Dr Evan Harris, MP, for an update on this.

### **30/10 RADLEY LAKES WETLANDS CENTRE**

Cr Jenny Standen tabled some copies of her notes on the Inaugural Meeting of the Radley Lakes Wetland Centre Management Group held on the 26 January 2010, although formal notes would be available in due course.

She reported on the meeting of the Management Committee which had considered options for a Visitor Centre in relation to the Sandles building, and the plans to build a small lily-shaped shelter at the southern end of the promontory on which the Sandles property sat before the end of March. The aim was to provide an attractive building and a basic shelter for groups, which would allow people to see the lake without the shelter being very visible itself. The shelter would be approximately 5 metres wide and 3 metres high, and should be below the size needed for planning permission or building regulations (this was being checked with Vale of White Horse DC). It was being designed by a team of two who have done many small buildings with the Wildfowl and Wetlands Trust among others.

The shelter was designed so that the community could play a role in erecting it. Northmoor Trust were thinking of holding one or possibly two community build events before the end of March, and it was queried whether anyone from Radley Parish, Abingdon Town Council, Save Radley Lakes, or the Abingdon Naturalists might be interested. The Parish Council thought there might be people interested but it would need to know when the events were likely to be held.

The Chairman indicated that she had papers relating to the designs for the Visitors Centre and the Shelter, and it was understood that these would also be put on the Northmoor Trust's website.

The Management Agreement had been drafted and lawyers for Npower were preparing a 25-year lease with the aim to complete this by April 2010. A legal licence was in place, and the initial financial arrangements would cover to 2010, with the Management Agreement being re-negotiated at the end of five years.

Discussions had commenced with landowners regarding access routes around the lake, and it was noted that Mr Harry Barton had met Mr Curtis and was planning to meet Mr Paddy Dockar-Drysdale shortly.

It was noted that a meeting of the Radley Local Liaison Committee was planned for Tuesday, 9 March 2010, at 7.30 pm at Didcot Power Station.

### **31/10 RADLEY PARISH COUNCIL – HEADED PAPER**

The Clerk reported that she had enquired about using for the Parish Council's headed paper the logo used by the Clerk to the Green Cloth which also appeared as the village logo on the Radley village website, and this did appear to be a possibility. The Parish Council indicated that it would be delighted to use this logo provided it met the copyright rules, and a specimen headed paper was **AGREED** by the Parish Council. The Clerk was asked to confirm the position with Mr David Beckett before the new headed paper was used.

### **32/10 MEETING DATES**

The following were **AGREED**:

- (a) **AUGUST MEETING OF PARISH COUNCIL:** As it was not possible to use the Church Room on the 26 August 2010, the Parish Council hoped it would not be necessary to hold this meeting. The small meeting room at the Village Hall was available should it be needed.
- (b) **VILLAGE FETE:** The Field and Sports Pavilion had been booked for the 19 June 2010, and the Parish Council **AGREED** that no charge should be made for this booking.

- (c) **SAVE RADLEY LAKES DOG SHOW:** The Field and Sports Pavilion had been booked for the 3 July 2010, and the Parish Council **AGREED** to waive its restriction on dogs and to make no charge for this booking.

### **33/10 PARISH PLAN**

The next meeting of the Steering Committee was Monday, 1 March 2010.

### **34/10 PLAY POLICY**

The Parish Council considered the policy which had been adopted by the Children's Trust and noted that the Oxfordshire Play Partnership was recommending that all Councils adopted the policy. It was noted that there was advantage in having a Play Policy especially when it was necessary to raise funding for new projects relating to play, and the Parish Council **AGREED** to adopt this Play Policy. Cr Henderson voted against this.

### **35/10 PARISH WEBSITE**

The statistics had been made available by Mr John Huddleston. There was nothing further to report this month.

### **36/10 REPORT OF DISTRICT AND COUNTY COUNCILLOR**

- (a) **DISTRICT COUNCILLOR:** District Councillor Johnston reported that the DC had now set its Council Tax, and there would be a 3.9% increase (the increase for a Band D property would be £4.38 a year). The new shared services with the South Oxfordshire DC would be complete by the end of this financial year.
- (b) **COUNTY COUNCILLOR:** Cr Fatemian gave a detailed update on the situation regarding the 35 Bus Service and the Potholes, and these had been reported earlier in the Minutes. He gave details of the attendance at his surgeries. It was noted that the OCC had set its budget, and there would be a Council Tax increase of 2.75% in 2010/2011, with plans to reduce the % increase over the next two years as part of a five-year report.

## **37/10 CORRESPONDENCE**

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

- (a) Oxfordshire Rural Community Council – Vibrant Rural Community and the ORCC's 90<sup>th</sup> Birthday: It was noted that the Parish Council had been invited to participate by completing details to include the community in a unique county book. In addition it had been invited to highlight one feature of the community and the Parish Council **AGREED**, on the recommendation of the WI, to put forward the Community Shop. **IT WAS AGREED** that the Clerk and Chairman should prepare the necessary paperwork.
- (b) Green Communities – Energy Saving Trust: The Parish Council **AGREED** to sign up to this – it was noted that the membership was free. Details should also be given to the Radley Parish Plan Steering Committee.
- (c) Oxfordshire Association of Local Councils – Update for Members, January/February edition 2010: It was noted that the new Model Standing Orders, prepared by NALC, were now available and should be considered by the Parish Council. **IT WAS AGREED** that the Chairman, Vice-Chairman and Chairman of Finance and Administration Committee should meet with the Clerk to review the Standing Orders.
- (d) Request for Donation – Ryder-Cheshire Volunteers: To be considered by the Finance and Administration Committee
- (e) PlaySafety – Inspection of Areas where children play: It was noted that the RoSPA inspection had been booked for July 2010
- (f) Play Area – MRH Services Report: It was noted that some rot was showing on the Junior Multi-Play Equipment, and Cr Nutt and the Clerk were meeting Mr Herring to look at this.
- (g) BDO LLP – AUDIT BRIEFING, WINTER 2010: The Clerk reported that she had asked Mr Roger Symes if he could undertake the Internal Audit for the 2009/2010 accounts.
- (h) ALLOTMENTS SURVEY BY SOUTH WEST COUNTIES ALLOTMENT ASSOCIATION: The Clerk would give details of the allotments available in the Parish.
- (i) RADLEY VILLAGE SHOP – EGM, 18 MARCH 2010: Notices would be put on the Parish Council notice boards.

**(ii) FOR INFORMATION**

- (a) Oxfordshire County Council: Temporary Footpath Closure, Thames Path, Sandford-on-Thames from 22 March 2010 for 13 weeks
- (b) Vale of White Horse DC:
  - (i) Unsung Heroes of the Vale: It was noted that letters of thanks had been received from Mr Chris Gasson and Mr Graham Steinberg for the Parish Council's nomination.
  - (ii) Help and Assistance in relation to Benefit Fraud, Surgeries, and Home Visits – Posters for display
- (c) Letter of thanks for donations: It was noted that letters of thanks had been received from Radley Guides, Radley PCC, Abingdon and District CAB, South and Vale Carers Centre, Oxfordshire Association for the Blind, KEEN, Thames Valley & Children Air Ambulance Trust
- (d) ASHTAV Magazine, January 2010
- (e) Landscape Gardeners – Marshalls and Holt
- (f) Radley Men's Sunday Football Team: There had been a request to book the Gooseacre Field, but they had been informed that the field was fully booked.
- (g) Open Space Newsletter, Spring 2010.

**38/10 NOTIFIED BUSINESS**

- (a) PROVISION OF TAP WATER AT MEETINGS: **IT WAS AGREED** that this had been very useful and should continue.

**39/10 ITEMS FOR CONSIDERATION FOR PRESS RELEASE**

NIL

Date: .....  
Chairman

**CONFIDENTIAL MINUTE, 25 FEBRUARY 2010**

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.

**40/10 CONFIDENTIAL MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 28 JANUARY 2010**

The Confidential Minutes of the Ordinary Meeting of the Parish Council held on the 28 January 2010 were **APPROVED** and signed by the Chairman.

**41/10 APPOINTMENT OF NEW CLERK**

All Councillors had had an opportunity to meet the two shortlisted candidates for the post of Clerk to Radley Parish Council before the start of the meeting.

Following discussion, it was proposed by Cr D Standen, seconded by Cr Nutt and **AGREED** that the post should be offered to Mrs Jane Dymock. **IT WAS AGREED** that the Chairman would do the necessary follow up action.

There was discussion on the handover arrangements, and **IT WAS AGREED** that this should be worked out by the Clerk who indicated that a second steel cupboard was needed to allow a tidy handover of the current paperwork.

Date: .....  
Chairman