

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 23 AUGUST
2007 AT 7.30 PM**

PRESENT: Cr J Standen (in the Chair)
Crs Crowley, Henderson, Johnston, Nutt, Rogers, D Standen, Wilson,
Wren
Four residents from Thrupp Lane attended for Item 129/07 (a)
Mr Maurice Dixon attended for Item 126/07 (i) (d)

121/07 APOLOGIES FOR ABSENCE

Apologies for absence were received from PC Delaney.

122/07 DECLARATIONS OF INTEREST

Cr Crowley declared a personal but non-prejudicial interest in relation to matters relating to the Radley Lakes.

Cr Johnston declared a non-prejudicial interest in matters relating to the Village Hall and personal interest in relation to Item 110(i) (b).

**123/07 MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 26
JULY 2007**

The Minutes of the Ordinary Meeting of the Parish Council held on the 26 July 2007 were **APPROVED** and signed by the Chairman with the following amendments:

Minute 108/07 (j) – heading should read: VALE OF WHITE HORSE DC – OFFER BY CHAIRMAN OF DC TO MEET PARISH COUNCIL

Minute 111/07, Paragraph 16 should read: The Parish Council noted that the Committee recommended that bound record books were essential for archiving, and

Minute 117/07 (i) should read: “.... when one tender would be selected and the necessary contract negotiated.”

Last minute on Page 71 should read 120/07, not 112/07.

124/07 BUSINESS ARISING OUT OF THE MINUTES

The Clerk reported:

- (a) **PLAY AREA:** Repair work had been taking place on the play area.
- (b) **VILLAGE HALL – BOOKINGS:** The Police had informed the Clerk that they did attend on the 9 June 2007. A call was received at 22.30, a unit was despatched at 22.33 and arrived at 22.49. The log stated that all was in order and there was no trace of anyone causing a disturbance.

The officers stated that they found an 18 birthday party in progress, there was some noise but nothing they considered excessive. They found no underage youths drinking or under the influence of alcohol and said that there seemed to be adequate and responsible adult supervision. They spoke to the organisers of the party to explain their presence and received assurances that everyone was being monitored – which they felt was a true reflection of what was going on.

Despite there being no mention of problems on the fields the officers patrolled the playing fields on foot (one of the officers had experience of the problems Radley Village Hall had faced) and found no offences being committed – although there was an unattended vehicle on the playing field, the owner could not be traced at the time. After approximately 20 minutes on scene, with their patrol car quite visible in the car park, they resumed having had no approach from anyone complaining about the party. It was not common practice to approach complainants following incidents such as this as it might draw attention to them and create a target for any miscreants who felt aggrieved that police had interrupted their party.

- (c) **VILLAGE POND:** Local Garden Centres had special bundles of barley straw – approx £6 for 1000 gallons of water. The Clerk had located two sacks of barley straw which someone was willing to donate to the Parish Council, and she would be collecting these. It was not certain if this would be sufficient to deal with the problem.
- (d) **SCHOOL CROSSING PATROL PERSON:** No further information had been received.
- (e) **CO-OPTION OF TWO PARISH COUNCILLORS:** The vacancies were now being advertised, asking interested people to contact the Clerk by the 21 September. Notices had been given to the Bursar at the College and Mr Paul Gamble, who was going to draw the notice to the attention of the Warden.

The Parish Council **AGREED** to meet people interested in filling the vacancies from 7 pm on the 27 September.

- (f) **PLAYING FIELD – MAINTENANCE/GRASS CUTTING ARRANGEMENTS:** Berinsfield Community Service had cleared the periphery of the field and would continue to do this at regular intervals.
- (g) **CONSERVATION AREA:** No further information had been obtained from the DC.

- (h) **VALE OF WHITE HORSE – OFFER BY CHAIRMAN OF DC TO MEET PARISH COUNCIL:** The DC Chairman had not yet confirmed that she could attend the October meeting.
- (i) **REVIEW OF TERMS OF REFERENCE OF THE FINANCE AND ADMINISTRATION COMMITTEE, 19 JULY 2007:** The Terms of Reference had been circulated to Committee members.
- (j) **NO SMOKING NOTICES:** A statutory “No Smoking” Notice had been pinned on the inside of the front double doors so that it was visible as soon as the door was open. This was a laminated copy obtained from Copycat Services.
- (k) **PARISH PLAN:** The Clerk reported that she had started to key in the old document and had also found the original pictures.
- (l) **REPORT ON BANKING ARRANGEMENTS:** The Clerk had been in touch with some fellow Clerks to ascertain what they do and had also written to COIF for details of their Deposit Account.
- (m) **GARDEN COMPETITION:** It was noted that a £25 donation had been received from Ringrose Tree Surgery.
- (n) **TREE PRUNING:** Radley College had indicated that it could not help with any of the trees on the Gooseacre Playing Field which needed attention, so Ringrose Tree Surgery had been asked to deal with them all.
- (o) **NEW VILLAGE HALL – TERMS OF REFERENCE/MEMBERSHIP OF WORKING GROUP:** A paper would be circulated to the next Parish Council meeting.
- (p) **PROVISION OF CCTV AT SPORTS PAVILION:** The Clerk had not yet managed to set up a site meeting to discuss this project.
- (q) **TOWN AND PARISH COUNCIL LIAISON EVENT, 27 SEPTEMBER 2007:** The Parish Council did not feel it was possible for one of the Councillors to attend this meeting in view of the matters under discussion at the Parish Council meeting being held on the same evening.

125/07 POLICE MATTERS

- (a) **REQUEST FOR FUNDING FOR LIGHTING AND YOUTH SHELTER, BMX TRACK OFF AUDLETT DRIVE:** PC Sean Delaney had reported that work was still being carried out on the BMX track. The Parish Council discussed the need for updating the track in view of the fact that a new track had been provided by the Leisure Centre in Audlett Drive. This would be discussed further when more information was available from PC Delaney.

- (b) **MOTOCROSS BIKE CLUB:** PC Delaney indicated that he would welcome the backing from the Parish Council to open a Motocross Bike Club at Dalton Barracks. The Parish Council **AGREED** that a letter of support should be sent as requested.
- (c) **SHAWS COPSE – THEFT OF GARDEN MATERIAL:** Cr Crowley drew attention to the theft of garden materials from Shaw’s Copse. This matter had been dealt with by the Community Police Support Officer.
- (d) **VILLAGE HALL:** The Clerk was asked if the police could take any action regarding the car which had been parked in the Village Hall car park for some months.
- (e) **CYCLE – OUTSIDE CHURCH:** The cycle had not been reported as missing so a Police Aware notice has been put on it. The cycle would be removed to Abingdon police station if it was not claimed.

126/07 PLANNING MATTERS

(i) New Applications

- (a) **RAD/7808/2 – Erection of a conservatory, 53 Foxborough Road:** Cr Johnston expressed a personal interest in this planning application. No objections.
- (b) **RAD/18671/2 – Change of roof from flat roof to pitched roof over existing two storey extension, 30 Sugworth Lane:** No objections.
- (c) **RAD/13253/1 - Erection of a first floor extension, 47 Stonhouse Crescent:** No objections
- (d) **OCC Planning Application relating to Radley CE Primary School:** Mr Maurice Dixon, Chairman of the School Governors, attended for this item and gave the background to the application and answered some questions on its content and the financing of the project. The Parish Council supported this application.

(ii) Permission Given

- (a) **RAD/20186 – Single storey rear extension, 17 Foxborough Road**

(iii) Misc:

- (a) **RWEnPOWER – FILLING OF GRAVEL PITS**
1. **Special Meeting of Parish Council:** No further reply had been received from Mr John Rainford.

2. Letter to RWE Npower: The draft letter prepared by Cr Wren was read out to the meeting. **IT WAS AGREED** that this should be sent with the addition of some information on the use of PFA over the last two years.
 3. It was noted that Assistant Chief Constable David Murray and Chief Inspector Dennis Evernden would attend the Parish Council Meeting on the 27 September 2007 to discuss the statement made by Chief Inspector Dennis Evernden to the High Court when the injunction was under consideration.
 4. Temporary Road Traffic Order – Radley, Byway Open to all Traffic (BOAT) 9: Cr Wilson **AGREED** to follow up with Sustrans and let the Parish Council know if there were any problems with this temporary closure.
- (b) **THRUPP AND BUILFIELD LAKES, RADLEY:** It was thought that the detailed report would be available during September.

127/07 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:	£456.06
	1. Salary, August 2007:	£379.06
	2. Village Cleaner, September 2007:	£77.00
(ii)	Mrs K Sharp – Salary, August 2007:	£139.33
(iii)	Radley PCC – Hire of Room:	£184.00
(iv)	Copycat Services – Photocopying:	£106.61
(v)	British Gas – Sports Pavilion:	£140.33
(vi)	Thames Water – Sports Pavilion:	£203.67
(vii)	Thames Water – Allotments:	£14.77

- (b) **VILLAGE HALL – FUNDING FOR REQUIRED WORK:** Cr Johnston reported that the DC had only agreed to equal the grant given by the Parish Council, £3,000 but had offered to give matching funding up to £4,000. Cr Johnston asked if the Finance and Administration Committee could consider giving an increased grant as this amount was necessary to go ahead with the sound-proofing scheme. It was confirmed that the application for funding had been submitted to WREN.

Cr Johnston left the meeting.

The Clerk confirmed that a letter had been received from the DC offering a grant of £3,000. **IT WAS AGREED** that this matter did not need to be referred back to the Finance and Administration Committee and it was proposed by Cr Nutt, seconded by Cr Rogers and **AGREED** that the Parish Council should increase its grant to £4,000 and apply for a matching grant from the DC.

Cr Johnston returned to the meeting and was told the decision of the Parish Council.

- (c) **GARDENING:** It was proposed by Cr Johnston, seconded by Cr Nutt and **AGREED** that the following estimates from Berinsfield Community Services should be accepted:
- (i) Improving levels in the copse area, Church Road Car Park: £175
It was accepted that weed killer was needed around each tree.
 - (ii) Providing bark for gardens at Village Hall and Centenary Gardens to reduce weeds: £140
- (d) **CAR PARK:** The Clerk reported that Falcon Signs had estimated that the cost of a notice with a pole would be in the region of £100. The cost of installation would be in addition to this. It was proposed by Cr Rogers, seconded by Cr Wren and **AGREED** that this should be pursued. The wording of the notice had still to be agreed.
- (e) **BINDING OF MINUTE BOOKS:** It was noted that two estimates had been obtained for binding the Minute Books. It was proposed by Cr Henderson, seconded by Cr Johnston and **AGREED** that the estimate from Temple Bookbinders for £181.50 should be accepted.
- (f) **REGISTER OF RISKS 2007:** The Parish Council accepted the Register of Risks for 2007.
- (g) **BUS SHELTERS:** Photographs showing bus shelters offered to the OCC through the current tender process were presented to the Parish Council, and the Councillors chose two preferred models. It was noted that the OCC would be seeking agreement in principle to the OCC installing new shelters (where agreed with the Parish Council) as part of a Premium Route upgrade in 2008/2009, i.e. from April next year). Certain sites could be upgraded sooner by mutual agreement. Any shelter provided would be passed into the ownership of the Parish Council and maintenance monies would be made available by the OCC. It was noted that RTI signs were being installed at Radley Rail Station and Sugworth Crescent.

IT WAS AGREED that a “No Smoking” sign should be put on the Pebble Hill bus shelter.

128/07 CONSERVATION

- (a) REPORT OF ANNUAL TREE PLANTING/MAINTENANCE OF FOOTPATHS ADVISORY WORKING GROUP, 3 AUGUST 2007: Cr Wilson presented the report.
1. FOOTPATHS:
 - (i) RIGHTS OF WAY SURVEY: Cr Wilson reported that he had been looking at the data with the help of Rita Ford, and the only “lost” footpath they could find was the Drovers’ Road... An application needed to be made to the Oxfordshire County Council and the necessary paperwork would be requested. However, a quick decision was unlikely.
 - (ii) PLACES FOR PEOPLE: Cr Wilson had obtained details of the paperwork from TOE regarding grants for improvements to footpaths. The Advisory Working Group considered that the only footpath this applied to was Footpath 8, which should be widened by one metre to allow pedestrians and cyclists to use the footpath safely. **IT WAS AGREED** that:
 - (a) A letter should be sent to Radley College and Mr Bill Homewood to see if this was possible.
 - (b) Mr Gordon Hill should be asked if he was willing to give an estimate for this work.
 2. GARDENING
 - (i) Bulb Planting, Lower Radley: **IT WAS AGREED** that:
 - (a) Mrs McDougall should be advised that the Parish Council would prefer traditional daffodils to be planted. Compost and fertiliser would be required. Mrs McDougall would be asked to produce a planting plan.
 - (b) Mr Paul Gamble should be asked if Radley College boys would be able to help with the planting.
 - (c) Mrs McDougall also wished to plant a tree in memory of her sister.
 - (ii) Centenary Garden: **IT WAS AGREED** that Low Maintenance plants, such as honeysuckle, clematis and climbing rose, should be planted along the fence. The cost was likely to be around £60 provided the Councillors undertook the planting.

3. TREE PLANTING: It was noted that the DC no longer ran the Amenity Tree Planting Scheme. The Advisory Working Group considered that the Parish Council should undertake more tree planting, and possible sites were discussed. **IT WAS AGREED** that three (tilia cordata – small leaved lime) should be planted to fill the gaps at the Radley College end of Whites Lane. It was proposed by Cr Johnston, seconded by Cr Wilson and **AGREED** that the estimate from ISS Waterers Landscape (formerly J V Strong) to supply, plant, with a perforated pipe for watering, and maintain for one year after planting at a cost of £150 plus VAT per tree should be accepted.
4. CONSERVATION: **IT WAS AGREED** that:
 - (i) Cr Crowley should prepare some options for the Parish Council to consider in relation to Conservation.
 - (ii) An approach would be made to North Leigh Parish Council to see what action had been taken to reduce the hours when street lighting was on. The Parish Council would then consider this matter again.
- (b) ORCC – VILLAGE OF THE YEAR COMPETITION: Cr J Standen reported that the Village had been short-listed in this Competition and invited to make a presentation at very short notice, which she, along with Mrs Christine Wootton, Eleanore Henderson and the Clerk had undertaken. The result of the competition would be known at the beginning of October. During this work it became clear that the distribution of the PCC Welcome Booklet was not clear, and the Clerk was asked to clarify the position with the PCC indicating that the Parish Council felt this should go to all newcomers to the Parish.
- (c) VILLAGE POND: It was noted that Nigel Franklin was unable to continue on the Village Pond Management Committee. As he represented Radley Primary School, the school would be asked for another representative. The Clerk was asked to write to Nigel Franklin thanking him for his help and with best wishes.

129/07 HIGHWAY MATTERS

- (a) INCREASED TRAFFIC ALONG THRUPP LANE/CONDITION OF THRUPP LANE/NOISE FROM CLEANAWAY VEHICLES: Mr Mike Wilson and three other residents from Thrupp Lane attended and presented the detailed report which had been circulated to Parish Councillors. It was suggested that the detailed survey of vehicle movement should be repeated periodically to show that the problem was on-going, and the residents agreed to let the Parish Council know when they would be undertaking further surveys. Cr Johnston undertook to speak to the responsible District Councillors about the Recycling Contract and the noise nuisance.

The planning problems of this area were discussed fully, and it was appreciated that these were extremely complicated. Both DC and OCC were involved and should be kept informed of the situation.

The Parish Council was extremely disappointed that the OCC had taken no action regarding the request to look at the possibility of allowing traffic from the Curtis Site to exit via Barton Lane. **IT WAS AGREED** that the Parish Council should invite County Councillor Roger Belson to meet the Chairman, Vice-Chairman and Clerk at Thrupp Lane to review the traffic problem along this deteriorating road.

- (b) **HIGHWAY MATTERS:** The Clerk had not been successful in arranging a meeting with OCC Highways, but was continuing to pursue the matters of concern to the Parish Council. It was noted that a date for the Lower Radley Traffic Survey was being pursued.

Councillors were extremely concerned about the tree at the Whites Lane end of Foxborough Road. The Clerk had been in touch with the OCC Highways on a number of occasions, but could not get a reply. Photographs would be taken and forwarded to the OCC Highways to ensure the correct tree was being reviewed.

130/07 PARISH WEBSITE

The Editorial Policy prepared by the Radley Village Website Working Group and the statement prepared by Cr Crowley, which had been circulated with the agenda, were discussed fully. It was proposed by Cr Henderson, seconded by Cr D Standen that the Editorial Policy prepared by the Radley Village Website Working Group should be adopted. This was accepted six votes to three.

131/07 ANNUAL PARISH MEETING, 27 APRIL 2007

This item was deferred. The Clerk undertook to prepare a list of action taken following this meeting for the Parish Council to see.

132/07 REPORT OF DISTRICT AND COUNTY COUNCILLOR

Cr Johnston reported:

- (i) **Vale of White Horse DC:** The work undertaken by the Vale DSO during the recent floods had been reviewed and it was considered that the team had handled the situation well.
- (ii) **Oxfordshire County Council:** It was reported that the date for the decriminalisation of parking had been delayed. It was noted that there was

pressure to reinstate the budget for weed-killing on roads/paths because of the damage being caused by its withdrawal.

133/07 CORRESPONDENCE

(i) FOR ACTION

NIL

(ii) FOR INFORMATION:

- (a) Oxfordshire County Council:
 - (i) Review of Primary School Provision in Oxfordshire
 - (ii) Oxfordshire Services – Your guide to the OCC
 - (iii) News, August 2007
 - (iv) Oxfordshire Minerals and Waste Local Development Framework – Update on Timetable for Core Strategy, Waste Sites and Mineral Sites
- (b) Vale of White Horse:
 - (a) Flooding Information Pack
 - (b) Town and Parish Council Code of Conduct
 - (c) Free Electric Blanket Testing
 - (d) Review of Polling Districts and Places
- (c) Uffington White Horse Show 26 and 27 August 2007
- (d) ClimateXchange update 17
- (e) Play Facilities:
 - (i) Saltex 4-6 September 2007
 - (ii) Wicksteed Playscapes
 - (iii) Lydford Park Play Seminar, 13 September 2007
 - (iv) Record RSS Ltd

134/07 NOTIFIED BUSINESS

- (a) **STATION ADOPTION:** Parish Councillors were asked to note that the Public Meeting was being held on Friday, 14 September 2007.

Date:

Chairman