

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL  
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 24 FEBRUARY  
2005 AT 7.30 PM**

**PRESENT:** Cr D Standen (in the Chair)  
Crs Crowley, Henderson, Mott, Nutt, J Standen, Wilson, Wyatt  
Mr Davie (for part)  
Inspector Chris Farmer (for Item 20/05)

**16/05 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cr Johnston.

**17/05 DECLARATIONS OF INTEREST**

Cr Nutt declared an interest in relation to the item being raised under the Confidential Agenda.

**18/05 MINUTES OF ORDINARY MEETING OF THE PARISH COUNCIL, 27  
JANUARY 2005**

The Minutes of the Ordinary Meeting of the Parish Council held on 27 January 2005 were **APPROVED** and signed by the Chairman with the following amendments:

- (a) Minute 4/05: last word of third sentence should read “sewer”.
- (b) Minute 9/05: the last sentence in paragraph 6 should read “The balance from last year would be included”.
- (c) Minute 9/05: should read “Councillor Crowley and Lynda Pasquire would be responsible for the marking.
- (d) Minute 10/05 (d): the last sentence should read: “ABITS had confirmed that the footpath was on the long list of issues that had been identified by Halcrow.”
- (e) Minute 11/05(b) (v) second sentence should read: “Arrangements would be made for the electrical installations and equipment to be inspected ...”
- (f) Minute 11/05 (b) (v) final sentence should read: “... that only electrical equipment approved by the Parish Council ....”

**19/05 BUSINESS ARISING OUT OF THE MINUTES**

- (a) **TRIANGLE OF LAND – BY GARAGES IN STONHOUSE CRESCENT:** The DC had confirmed that this was DC land, and the matter had been referred to the Estates Department.

- (b) **SEWER – FOXBOROUGH ROAD:** It was noted that Badgers Copse did not have an adopted system, and that any regrading to allow the system to be adopted was over to the residents. When this matter was raised in 2000, the Parish Council was told that developers only had to satisfy the planners that the system was adequate to cope with the flows.  
  
Mr Davie outlined the steps he was taking to try to prove that the sewer had been adopted. He would continue to press for this despite the protestations from Thames Water and the DC.
- (c) **VANDALISM TO SPORTS PAVILION – COST OF REPAIRS:** A quote had just been received from Mr Sillman, the cost being very much in line with MRH Services.
- (d) **TRANSPORT MITIGATION MEASURES FOR VILLAGES SURROUNDING ABINGDON:** It was understood that a “sorting” meeting would shortly be taking place with ABITS, and feedback would be given to Parish Councils.
- (e) **NOISE NUISANCE:** The Clerk reported that South Oxfordshire DC had still not had any feedback from the police, but were pressing for this.
- (f) **MEN’S FOOTBALL CLUB – PAYMENT OF RENT:** A signed copy of the letter had been received from the President of the Radley Men’s Football Club.
- (g) **MEETING WITH BURSAR, RADLEY COLLEGE:** No further information had been received from the Bursar.
- (h) **OXFORDSHIRE BLUE PLAQUES – REQUEST FOR NOMINATIONS:** The necessary action was being taken.
- (i) **SPORTS PAVILION – FLYGT PUMP:** It was noted that ITT Pump Ltd had withdrawn the charge for the repair work.
- (j) **GOOSEACRE PLAYING FIELD:** The Radley Youth Football Club had indicated that it did not wish to tender for the grass cutting as it would mean that more specialised equipment would need to be purchased. The Clerk was asked to ascertain from JV Strong its charges for 2005.

## **20/05 POLICE MATTERS**

Inspector Chris Farmer attended the meeting. He indicated that PC Jeff Wheble was transferring to another post on the 14 March 2005, and that steps were being taken to replace him.

Inspector Farmer outlined the work being done to:

- (i) restructure the police services so that its boundaries were coterminous with those for local authorities;

- (ii) improve the performance and ensuring that national standards were being applied;
- (iii) Improve partnership work with other agencies for a multi-agency approach. This involved local authorities, social services, education, health, public utilities, other emergency services;
- (iv) provide consistent neighbourhood policing.

He indicated that the Abingdon Sector had a population of 66,000, with 48 officers.

There was discussion on:

- (i) The work undertaken by Control Room staff in prioritising action required. 999 numbers go through the Control Rooms at Abingdon and Milton Keynes, and the 0845 number goes through to Windsor and Kidlington. These are manned by police staff and more operators were needed to man the service;
- (ii) The Parish Council being the ears and eyes of the police force;
- (iii) Problem areas in the village, such as motorcycles along the river meadows and vandalism at the sports pavilion. It was not known what action was being taken regarding the vandalism which happened last summer;
- (iv) The need for Area Beat Officers to build up a relationship with the Parishes.
- (v) The use of Community Police Officers
- (vi) The regular problem at the Railway Station at 10 pm on Friday evenings.

Inspector Farmer was thanked for attending the meeting.

## **21/05 PLANNING MATTERS**

### **(i) New Applications**

- (a) RAD/15714/7 and RAD/1571/8-LB – Link house to rear annexe via single storey extension with new lounge and fourth bedroom. Erection of new garage, Spinneys, 51 Lower Radley: It was considered that this was over-development of the site. The Parish Council would like Lower Radley to become a Conservation area, and this development was out of character with the area. In addition, there seemed to be some conflict in the answers to two of the questions on one of the forms – Question 2(c) (iv) indicated that there would be no demolition; question 5 said there would be.
- (b) RAD/9616/3 – Erection of a conservatory, Lower Farm Cottage, 90 Lower Radley: No objections
- (c) RAD/3279/12 – Erection of 3x3 bedroom terraced dwellings and associated parking and vehicular access including redesign of car park layout for public house, The Bowyer Arms: It was considered that this was over-development of the site and was out of character with the area. Insufficient consideration had been given to the parking needs of the residents, and there was concern that more traffic would be coming out of the current exit to the public house, which was on a dangerous bend.

The DC should be informed that the Parish Council had informed the developers that it would not agree to the bus shelter being moved. Widening of the road to the station was coming up under the Halcrow consultation on Transport Mitigation Measures for Villages Surrounding Abingdon, and to move it nearer to the public house means that it would be nearer the dangerous bend.

- (d) RAD/237/98 – Proposed single storey extension, Tutors House C Social, Lower Shrubbery, Radley College: No objections
- (e) RAD/18971 – Proposed single storey rear extension and first floor extension over existing garage, 16 Sugworth Lane: No objections
- (f) RAD/18977 – Proposed two storey side extension, 28 Whites Lane: No objections
- (g) RAD/237/99 – Amendments to planning permission RAD/237/93 for the construction of new real tennis court alongside existing sports hall, extension and alteration work to sports centre entrance area and alterations to car park to incorporate additional area for an internal climbing wall facility, Radley College: No objections

## 22/05 FINANCIAL MATTERS

### (a) ACCOUNTS FOR PAYMENT

It was proposed by Cr Nutt, seconded by Cr Wyatt, and **AGREED** that the following payments should be made.

(a)	Copycat Services – Photocopying:	£38.45
(b)	Mrs S Crabb:	£60.00
(c)	British Gas – Sports Pavilion:	£109.89
(d)	HLB AV Audit:	£411.25
(e)	Miss S E Raven:	£403.22
	Salary, February 2005:	£348.22
	Cleaner – March 2005:	£55.00

- (b) HLB AV AUDIT REPORT – ACCOUNTS 2003/2004: The Parish Council noted that the audit had been completed satisfactorily, and the external auditor had raised the following issues assist the Council in improving their internal controls or working practices. The Council was recommended to consider these but was under no statutory obligation to act upon them:

- (i) Fidelity Guarantee: A local council, under S114 Local Government Act 1972, must take security as it considered sufficient in the case of any of its officers likely to handle its money. The auditors acknowledged that the Council had reviewed its level of cover, however, this would still appear to be insufficient in light of the bank balances held at 31 March 2004 and the amount of precept then subsequently received in April 2004. It was advised to have adequate Fidelity Guarantee Insurance cover in order to protect the council against potential loss. The Auditors strongly recommended, therefore, that the Council considered the level of insurance cover it had and sets this to a level so that it was adequate for this purpose. The Council should review this at least annually as the Council's circumstances might change. The Auditors recommended that the amount was sufficient to cover the maximum amount of money the council held at any one time during the year. A Council did not have to have Fidelity Guarantee Insurance if it considered that no security was 'sufficient' but there must be objective grounds for such a conclusion. Smaller Councils might decide therefore that the cost of this insurance was disproportionate to the risk involved. If this was so the Council should minute this decision annually.
- (ii) Minuting Approval of Annual Return: It was essential that the Council's minutes were fully maintained as they were the lawful record of the events of the Council's meetings. The minutes supplied did not specifically minute the council's approval of the Statement of Accounts and Statement of Assurance and of the yes/no answers which were given. It was recommended that the Council in future stated its specific answers to the Statement of Assurance and their acceptance of the Statement of Accounts and minutes these appropriately.

The Parish Council accepted these recommendations. The Clerk reported that the insurance cover had been reviewed when the new play area was insured, and the Fidelity Guarantee Insurance was now correct.

- (c) APPOINTMENT OF INTERNAL AUDITOR 2004/2005: The Parish Council **AGREED** that Mr Roger Symes should continue as Internal Auditor.
- (d) THRUPP LANE LEASE: The Parish Council noted that the Law Society had looked into this matter and had been in discussion with the solicitor regarding the failure to register the lease. The sum of £100 had been offered as compensation, and the Law Society recommended that the Parish Council accepted this. The Parish Council **AGREED** to this offer of compensation.

## **23/05 CORRESPONDENCE**

### **(i) ACTION REQUIRED**

- (a) Vale of White Horse DC:

1. Local Government (Misc Provisions) Act 1982 Public Entertainment Licensing – Consultation: Radley College: No objections
  2. Supporting Town and Village Vitality: no action
- (b) Oxfordshire County Council
1. Support available in Oxfordshire for establishing new out of school hours childcare: Details to be put in Radley News
  2. Consultation –Draft Rights of Way Improvement Plan: Comments required by 29 April 2005: Cr Wilson **AGREED** to report back at the next meeting.
  3. Radley Parish Council Minutes and Account Book – Archives requirement to complete Data Protection Form: The Clerk would complete the Form.
- (c) DEFRA – Clean Neighbourhoods and Environment Bill: noted
- (d) The Rural Development Service, DEFRA, and the South East Rural Community Council – Rural Community Funding Meetings: noted
- (e) Office of the Deputy Prime Minister:
1. Citizen Engagement and Public Services: Why Neighbourhoods Matter: noted
  2. Vibrant Local Leadership: noted
- (f) The Standards Board for England: A Code for the Future. Comments required by 17 June 2005: no action
- (g) ChildLine Midlands and East Anglia – Request for donation: To be considered by Finance and Administration Committee
- (ii) For Information:
- (a) Vale of White Horse DC: The Vale Community Strategy 2004-2008
  - (b) Oxfordshire County Council:
    1. 2007 A Special Year in Oxfordshire – How you can get involved.
    2. Scrutiny Review of Energy from Waste – Working Group of Councillors undertaking review held meeting on 21 February 2005.
    3. Oxfordshire News, Winter 2004
  - (c) Pindar: Public Transport Timetables
  - (d) Abingdon and District Twin Town Society – Newsletter, February 2005

- (e) ORCC News, Winter 2004/05
- (f) Abingdon Arts Festival 2005
- (g) Garrick Outdoor Shelters
- (h) Oxfordshire Playing Fields Association – Spring Association Meeting, Wednesday, 16 March 2005, 10 am – 1 pm, Steeple Aston

## **24/05 CONSERVATION MATTERS**

- (a) **VILLAGE SEATS:** The Clerk was still pressing for a reply from the OCC on the sites of the seats at Lower Radley turn and the entrance to Pebble Hill.
- (b) **GARDEN COMPETITION 2005:** Cr J Standen reported that the Garden Competition Advisory Working Group had met on the 24 February 2005, and had **AGREED:**
  - 1. **Date of Garden Competition:** It was noted that Mr and Mrs Paddy Dockar-Drysdale would be away the weekend of the Garden Competition and unable to host the tea. They would be interested in hosting it in 2006 if they are available.
  - 2. The Church Room had been booked for the 9 and 23 July 2005.
  - 3. Cr J Standen would provide tea on the 9 July 2005.
  - 4. **Review of Areas, Criteria and Prizes:** It was noted that the Working Party had considered the details. It did not feel that any more prizes were necessary, but amendments had been made to the Areas, the Criteria and to the Flyer. Detailed consideration was given to the Parish Council awards. It was considered that it was very difficult to decide who should get these and that it would be better to include a section in the flyer thanking everyone who looked after their gardens. It was proposed by Cr Mott and seconded by Cr Nutt that the changes to the criteria should be considered by two qualified judges. This proposal was defeated by five votes to two, with one abstention. The amendments to the Areas were accepted by the Parish Council, and the amended Flyer would be circulated at the next meeting of the Parish Council.
- (c) **WHITES LANE – REPLANTING OF TREE:** It was noted that the new lime tree had been planted.
- (d) **CENTENARY GARDEN:** It was not known whether the new shrubs had been planted.
- (e) **AMENITY TREE PLANTING:** The Clerk reported that the DC would not be doing any amenity tree planting in Radley. A meeting of the Annual Tree Planting/Maintenance of Footpaths Advisory Working Group would be held to

consider the reasons given and ascertain whether a bid could be made to The Tree Council for Community Trees Funding.

**25/05 VALE OF WHITE HORSE LOCAL PLAN 2011 – PUBLIC LOCAL INQUIRY**

The Parish Council hoped that the District Councillor would advise if any action should be required.

**26/05 OCC TRANSPORT NETWORKS REVIEW**

**IT WAS AGREED** that no action should be taken by the Parish Council.

**27/05 THE SOUTH EAST PLAN**

Cr J Standen's report was noted. **IT WAS AGREED** that no action should be taken by the Parish Council. Councillors could respond to the questionnaire should they wish.

It was noted that SPADE were holding a meeting on the 9 March 2005, at 7.30 pm at Sunningwell Village Hall, and that the South Oxfordshire DC was holding a forum meeting at Sandford Village Hall on the 15 March 2005. Councillors should inform the Clerk if they wished to attend.

**28/05 HIGHWAY MATTERS**

- (a) FOOTWAY BY RAILWAY BRIDGE: The Clerk was pressing for a site meeting.
- (b) FOOTPATH BY CEMETERY: The Clerk had pressed the Bursar for a reply.
- (c) CONDITION OF FOOTWAYS: The outcome of the OCC bids for funding was not yet known.
- (d) FOOTPATH 8 – CHANGE OF DESIGNATION TO CYCLEWAY: The OCC Footpaths Officer had advised that an approach should be made to Craig Rossington, Senior Transport Planner to discuss the adoption process further. This had been done and a reply was awaited.

**29/05 SPORTS PAVILION**

Deferred until the next meeting

**30/05 PARISH WEBSITE**



- (a) REVENUE FROM WEBSITE: It was noted that it was necessary to be VAT registered if income was more than £58,000.
- (b) REPORT TO OXFORDSHIRE COUNTY COUNCIL: This would be discussed at the next meeting.

**31/05 REPORT OF DISTRICT AND COUNTY COUNCILLOR**

NIL

**32/05 NOTIFIED BUSINESS**

NIL