

MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 22 JULY 2004 AT 7.30 PM

PRESENT: Cr D Standen (in the Chair)

Crs Crowley, Gilbert, Henderson, Johnston, Mott, Nutt, J Standen, Wilson, Wyatt

108/04 DECLARATION OF ACCEPTANCE OF OFFICE

Cr Gilbert signed the declaration of acceptance of office.

109/04 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cr Wren.

110/04 DECLARATIONS OF INTEREST

Crs Mott, J Standen and Wilson declared an interest in relation to the cheques which would be paid to them by the Parish Council. There were no other declarations of interest.

111/04 MINUTES OF ANNUAL MEETING OF THE PARISH COUNCIL, 30 JUNE 2004

The Minutes of the Annual Meeting of the Parish Council held on 30 June 2004 were **APPROVED** with the following amendments:

- (a) Minute 90/04 (b) should read: "... Councillors stressed they were willing to act as eyes and ears, but needed a prompt response from the police when incidents were occurring".
- (b) It was noted that the paragraph numbers were incorrect and needed to be amended from the second 96/04 to read 97/04 to 107/02.

112/04 BUSINESS ARISING OUT OF THE MINUTES

- (a) TRIANGLE OF LAND – BY GARAGES IN STONHOUSE CRESCENT: It was not known residents were still using this area to dump garden rubbish.
- (b) SEWAGE – FOXBOROUGH ROAD: Cr Johnston reported that this matter was still being investigated. It was noted that Mr Davie was going to look at the Berkshire Archives.
- (c) OALC ANNUAL GENERAL MEETING, 5 JULY 2004: The Clerk reported that she had attended this meeting, most of which was dedicated to a talk on anti-behaviour of young people and the provision of youth shelters.
- (d) SITING OF LOWER RADLEY LAMP 11: It was agreed that a site meeting should be held with the OCC Street Lighting Officer to determine the best site for the lamp.

113/04 POLICE MATTERS

PC Jeff Wheble was unable to attend the meeting, but the Parish Council noted the tabled report he had prepared. This covered the following points:

- (a) CRIMES IN PARISH: In the period 1 to 21 July 2004 only one crime was recorded. This was a theft from DSJ Newsagents.
- (b) MOTORCYCLISTS – THAMES PATH: Community Support Officers finally made it onto the footpath two weekends ago, supported by ad hoc visits from police officers in plain clothes. Nothing untoward was reported during that time.

- (c) GOOSEACRE: A motorcycle was seized from the playing field under Section 59 of the Police Reform Act on 17 July 2004 after several bikes had been seen racing around the area. The bike, which was brand new, had yet to be reclaimed from the police recovery people, but was likely to cost the owners around £300 to retrieve. A further four youngsters with bikes had been officially warned and their details taken. When the police visited the area yesterday, all motorbikes were carefully parked in the Village Hall car park.
- (d) THRUPP LANE: PC Wheble reported that he had discussed the burnt out cars with Mr Curtis, following which Mr Curtis arranged for twelve burnt out vehicles to be removed from the area and taken to a scrap yard. Mr Curtis told PC Wheble that he was looking into more effective measures to stop people abandoning vehicles in the area. Mr Curtis had apologised for the time it had taken to remove the cars.

The local fisherman had complained about the blocks being moved to the top of Footpath 9, near the junction with Thrupp Lane, as this made it very difficult for disabled fishermen to get to the river. In view of this Mr Curtis had moved the blocks back to the original position. No reply had been received from the OCC Footpath Officer regarding closing the path to vehicles, and the Clerk was asked to contact Sarah Berrill, the DC Access Officer, to get a view on the provision of blocks.

114/04 PLANNING MATTERS

(i) New Applications

- (a) RAD/18671 – Two storey rear extension. New dormer to front and demolition of garage, 30 Sugworth Lane: no objections subject to comments of neighbours.
- (b) RAD/18685 – Demolish part of garage. Erection of two storey extension over garage. New front porch and conservatory, 32 Ferny Close: The Parish Council objected to this application on the grounds that it was overdevelopment of the site and unneighbourly.
- (c) RAD/7512/1 – Rear extension to lounge with bedroom over. Front porch extension. Demolition of outbuilding, 28 Sugworth Lane: no objections subject to comments of neighbours.

(ii) Permission Given

- (a) RAD/18569 – Extension and alteration to bungalow, 77 Lower Radley
- (b) RAD/1894 – Single storey utility and dining room extension, 19 St James Road
- (c) RAD/237/96-LB – Minor demolitions and revisions to roof space and small linking roof between roofs, E Social, Radley College
- (d) RAD/7633/7 – Replacement of boundary fence (re-submission), 118 Lower Radley.

115/04 FINANCIAL MATTERS

- (a) REPORT OF FINANCE AND ADMINISTRATION COMMITTEE, 8 JULY 2004
Cr Crowley presented the report.
 - (a) REVIEW OF RISKS – PREPARATION OF REGISTER OF RISKS:
IT WAS AGREED that no action should be taken to amend the Parish Council's Register of Risks. The Clerk would obtain the views of the Internal Auditor.

- (b) **REPAIRS TO SPORTS PAVILION:** It was noted that the Clerk had met Mr Herring on site and he would be providing estimates for:
- (i) repairing the main door, and facing it with stainless steel
 - (ii) facing the windows with stainless steel
 - (iii) repairing the tiles on the roof side of the pavilion
 - (iv) repairing the soffit
 - (v) replacing the wooden veranda with a concrete one.

IT WAS AGREED that, as no specific funding had been set aside for this work, it might be necessary to delay the painting of the sports pavilion. It was noted that Cr Nutt would approach the Radley Youth Football Club to see if they would help with the painting provided the Parish Council provided the paint.

- (c) **PAYMENT OF RENTS 2003/2004:** It was noted that the Radley Youth Football Club had paid the £90 agreed by the Parish Council, but the Radley Men's Football Club still owed £150, and the cheque for the deposit had been returned unpaid from the bank. The Parish Council endorsed the action taken following the meeting of the Committee in writing to the Chairman of the Radley Men's Football Club asking for the rent to be paid and the key to the sports pavilion to be returned within ten days of receipt of the letter. Cr Mott confirmed that the letter had been delivered by hand, but no reply had been received.

- (d) **MEETING WITH RADLEY MEN'S AND YOUTH FOOTBALL CLUBS: IT WAS AGREED** that no useful purpose could be served by a joint meeting. The Radley Men's Football Club had been asked to set out the things to be discussed if it wished the Parish Council to reconsider this matter.

- (e) **THRUPP LANE PLAYING FIELD**

It was noted that the District Council had not had a reply from Mrs Dockar-Drysdale.

- (f) **GOOSEACRE RECREATIONAL FIELD/SPORTS PAVILION**

Cr Crowley tabled an addendum to the Finance and Administration Committee minutes relating to the question of playing field revenue. It made the following points:

- (i) This had become quite a complex issue in the light of the recent loss of availability of the Thrupp Lane Playing Field to the parish. The central question which occupied the committee was the extent to which the Parish Council should subsidise one particular club, especially when only a small proportion of the membership allegedly comes from within the parish. Over the past few years the cost of providing playing facilities for the football clubs has amounted to around, or in excess of, 20% of the Council's expenditure budget (= precept - overheads) and some councillors (and ratepayers) had felt this to be too high.
- (ii) Whilst the Parish Council no longer had any outgoings in respect of the Thrupp Lane Playing Field, it was facing the prospect of imminent increases (to "market levels") in rent for use of the Gooseacre Playing Field. Also it still had to meet the (substantial) costs of providing and maintaining the pavilion. The provision of these facilities was by far the Council's principal service activity.
- (iii) Members of the committee were unable to reach a consensus as to the correct level of support that should be provided for the benefit of the football clubs.

However, this was a policy matter that needed to be addressed by full council.

(iv) At the Annual Parish Meeting, the Radley Youth Football Club (RYFC) requested that favourable consideration be given to contributing to the cost of cutting the grass on the Thrupp Lane Playing Field. In considering this matter and the related issue of rents for use of the Gooseacre Playing Field and pavilion during the coming year, the following points needed to be borne in mind:

1. The RYFC had not contacted the Parish Council's grass cutting contractor either to engage them in a contract or to establish a price, nor have they indicated that they would even be willing to use the same contractor. This was an issue for the Council, as its grass cutting estimate for the coming year for cutting one playing field was reduced by only £600 (25%) which, according to the contractors, reflected the overhead costs involved in getting their equipment onto the site.
2. The proper legal way to convey financial support to a private body, such as the RYFC, was by means of a grant. (Providing the grass cutting by way of a service was not within the powers of the Parish Council). **IT WAS AGREED** that, if the RYFC wished the Parish Council to give it a grant, it should make a formal application, including copies of its accounts showing all sources of anticipated revenue, and when the outcome of the application for a grant from the DC is known.
3. It was understood that the RYFC had approached the DC asking if it would meet the cost of grass cutting, and the DC was going to advise the club to apply for a grant. It was not known whether the club had done this. The Committee considered a DC grant was a more appropriate source of funding in view of the wider geographical distribution of the RYFC's membership. The consensus view of the Committee was that the Council should await the outcome of this application before deciding whether to award the RYFC a grant themselves. (This would also allow the amount to reflect properly the proportion of the membership coming from within the parish.)
4. The Parish Council charged football clubs and others for the use of the facilities (pavilion and Gooseacre Playing Field). It made little sense to be taking with one hand while giving with the other. At the end of the day, it was the overall level of support and subsidy that the Parish Council should provide that was the issue. The recommended rental level reflects the pro-rata costs (to the Parish Council) at prevailing levels plus a 10% increase across the board to cover anticipated cost increases.

It was proposed by Cr Johnston, seconded by Cr Nutt that the rent charged to the Radley Youth Football Club for the 2004/2005 season should be £400 (a reduction of £200). This was **AGREED** by seven Councillors, with two abstentions.

It was proposed by Cr Crowley, seconded by Cr Johnston, that the other rents should be increased by 10% as follows:

- (i) Use of pavilion: £10.00 an hour
- (ii) Use of Recreational Field only: £17.50 for up to four hours
- (iii) Single booking of sports pavilion and recreational field – private users: £50.00 up to four hours
- (iv) Single booking of sports pavilion and recreational field – other local authorities: £110 up to four hours.

This was **AGREED** by eight Councillors, with one abstention.

5. It was understood that the Thrupp Lane Playing Field rental agreement between the RYFC and Mrs Dockar-Drysdale forbid subletting or hire to other organisations. This would seem to preclude use by other clubs, such as the Men's FC, as a means by which the RYFC could defray their costs. The Thrupp Lane Playing Field was therefore available for the exclusive use of the RYFC, an important point to bear in mind when considering financial support towards its provision and upkeep.

The Parish Council **AGREED** the recommendation of the Finance and Administration Committee that the annual rent for the use of the Gooseacre playing field and pavilion by the RYFC should be £400 (a reduction of £200) and that other rents should be increased by 10

IT WAS AGREED that the Council needed to decide a policy for determining the future level of support they should provide for the benefit of sports clubs, and also whether they should be seeking to acquire (secure tenure of) new facilities for the Parish. This would be put on the agenda of a future meeting.

(g) PARISH COUNCIL ALLOWANCES – REPORT OF VALE OF WHITE HORSE PARISH REMUNERATION PANEL, JANUARY 2004

It was noted that co-opted members were not able to claim Parish Council mileage expenses under the current legislation. It was appreciated that this was an anomaly and it was hoped the legislation would be corrected in due course. This was drawn to the attention of co-opted members.

(h) ACCOUNTS FOR PAYMENT

It was noted that the following accounts had been paid:

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|---|-----------|
| (i) MRH Services – Fencing, Play Area: | £3,475.95 |
| (ii) Copycat Services – Photocopying: | £37.25 |
| (iii) Chubb Fire Ltd – Servicing of Fire Extinguishers,
Sports Pavilion: | £167.41 |
| (iv) Inland Revenue: | £314.29 |
| (v) Radley PCC – Hire of Room: | £96.00 |

It was noted that an account had been received from Chubb Fire Ltd for the replacement of two missing fire extinguishers. However, one had been found and reinstated in the sports pavilion, and an amended bill would be sent.

(b) ACCOUNTS FOR PAYMENT:

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

(i)	Miss S E Raven	£96.75
	Payment for Village Cleaner – July 2004:	£68.75
	Refund of Payment to Allsports Trophies – Garden Competition engraving:	£28.00
(ii)	Mr and Mrs R Iley – Attia Trophy, Garden Competition:	£50.00
(iii)	Mr and Mrs B Mott – Tuckwell Trophy and Parish Council Trophy, Garden Competition:	£50.00
(iv)	Mrs J Standen – Lunches, Garden Competition:	£103.00
(v)	British Gas – Sports Pavilion:	£85.65
(vi)	Ringrose Tree Surgery – Tree Pruning:	£117.50
(vii)	Dr M Wilson – WebSite Expenses:	£29.38

116/04 CORRESPONDENCE

(i) ACTION REQUIRED:

(a) Vale of White Horse DC:

- (i) Public Entertainment Licensing: Edward Cavanagh, The Bowyer Arms PH: no objections
- (ii) Are you interested in renewable energy?: to be put on notice boards

(b) Oxfordshire County Council:

- (i) Draft Oxfordshire Structure Plan 2019 – Notice of Examination in Public, which begins 12 October 2004: noted
- (ii) Review of Support for Oxfordshire Transport Co-ordinator Post: The Parish Council supported this post.

(c) Government Office for the South East – Proposed Changes to Regional Planning Guidance for the South East – Energy Efficiency and renewable Energy and Tourism and Related Sports and Recreation: The Parish Council **AGREED to take no action.**

(ii) CORRESPONDENCE TO NOTE:

(a) Vale of White Horse DC – Council News

(b) Oxfordshire County Council:

- (a) News July 2004
- (b) Quality of Life and Sustainable Development Indicators 2003/04
- (c) Best Value Performance Plan 2004/2005

(c) Starpeople – The Millennium Commission Magazine

(d) Clerks and Councils Direct, July 2004

(e) Local Council Review, July 2004

(f) South-West and South-East Oxfordshire Primary Care Trust Board, 22 July 2004

(g) South East Rambler, July 2004-08-20

- (h) Oxfordshire Playing Fields Association Newsletter Summer 2004
- (i) Oxfordshire Community Partnership Strategy Launched
- (j) Mrs L Tidbury – Trees, Church Road

117/04 CONSERVATION MATTERS

- (a) GARDEN COMPETITION, 10 JULY 2004: It was reported that the Garden Competition had been very successful, and the presentations were taking place on 24 July 2004 in the Church Room. The list of winners was noted. The Chairman and Vice-Chairman would finalise the list of Parish Council nominations, and the Parish Council **AGREED** the letter to be sent to those households awarded a Parish Council nomination.
 - (i) BEST KEPT VILLAGE COMPETITION 2004: The Parish Council noted the report on Radley.

118/04 HIGHWAY MATTERS

- (a) FOOTPATH BY CEMETERY: A site meeting was being arranged to discuss the work the OCC could undertake.
- (b) VILLAGE SEATS – SITES: Further sites were put forward for consideration, and Councillors were asked to raise these with nearby householders.

119/04 UPDATE ON PROJECTS

- (a) PLAY AREA: A second visit from RoSPA would take place on the 23 July 2004.

120/04 PARISH WEBSITE

Cr Wilson reported that by the end of August there should be a site which would be working enough for people to see it. Photographs were required, and this would be put on the agenda of the next meeting as a reminder.

It would be possible to launch the website about the middle or end of October, and Councillors were asked to think how this could be publicised. Suggestions made were a flyer around to all households, notices in the village shop, at the post office, at the public house, on Parish Council notice boards.

121/04 VALE OF WHITE HORSE DISTRICT COUNCIL'S STANDARDS COMMITTEE ACTION PLAN 2004/05

The Parish Council noted the Action Plan.

122/04 REPORT OF DISTRICT AND COUNTY COUNCILLOR

Cr Johnston reported that the District Council was putting structures in place to strengthen the work undertaken on litter, dog fouling, etc. The people who collected the green box rubbish had been told to ensure that no litter was left behind after their collections.

The Oxfordshire County Council were looking into ways of strengthening the way it monitors its own finances.

123/04 NOTIFIED BUSINESS

NIL

CONFIDENTIAL MINUTE, 22 JULY 2004

The Chairman formally moved that the Parish Council moved into confidential session and that the public and press be excluded for this item to avoid the release of exempt information.

124/04 CONFIDENTIAL MINUTE, 30 JUNE 2004

125/04 BUSINESS ARISING OUT OF THE MINUTES