

## **Radley Parish Council**

Report of Meetings of the Village Pond Management Committee held at Radley College on Monday, 2 February 2004; at 7pm and Saturday, 14 February 2004; at 2 pm

Present: Mr Nigel Franklin, representing Radley Primary School,  
Mr Paul Gamble, representing Radley College,  
Cr Denis Standen, representing Radley Parish Council  
Clerk of Radley Parish Council

### **1. Remit of Management Committee**

Work would be carried out in accordance with the report obtained by the Parish Council, and a report would be made to the Parish Council:

### **2. Issues considered:**

- (a) Management of the Pond
- (b) The perimeter area
- (c) Fencing
- (d) Safety of support wall at road edge of site. IT WAS AGREED that the OCC Highways Department should be asked to inspect this as a matter of urgency.
- (e) Trees - Roadside and around Village Pond. The Management Committee coppiced one willow by the pond, but considered that expert advice was required on action in relation to the larger trees. Some of the trees appeared to be supporting the roadside wall, and there was concern about the outcome when these were cut back. IT WAS AGREED that a meeting with Simon Ringrose should be arranged.

### **3. Work to be carried out:**

- (a) Remove gold fish from the pond, as they were detrimental to other livestock in the pond. IT WAS AGREED that local residents, via Radley News, should be asked not to add livestock to the pond.
- (b) Advice required on clearance and stocking of pond. Suggested approaches - Mary Lambe, Vale of White Horse DC; Rod d'Ayala, Ecologist; Innogy; Oxford Brookes University.
- (c) Mark footpaths and seed March/April: Footpaths were marked, and Radley College Boys would clear these areas and sow wild flower/meadow grass seed provided through Radley College. It was thought that Radley College boys could look after the Green and Red areas throughout the term time (See attached Plan).
- (d) Nesting Boxes/Hedgehog box/Bird Feeders would be provided via donations/Radley College/RSPB. It was thought that Radley College boys could arrange a weekly roster for filling the feeders.
- (e) Provision of Notice Board by gate.
- (f) Padlock with five keys to be provided.

### **4. Funding**

It was suggested that an application for funding should be made to Awards for Hall, which gave a maximum of £5,000. As this would be a good resource for children from the local primary school, and possibly wider, it was thought it would meet the criteria.

### **5. Meetings of Management Committee**

The Management Committee would meet twice a year, February and September, and would be in contact in between times as and when necessary.

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL  
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 25 NOVEMBER  
2004 AT 7.30 PM**

**PRESENT:** Cr D Standen (in the Chair)  
Crs Crowley, Gilbert, Henderson, Johnston, Mott, Nutt, J Standen,  
Wilson, Wyatt  
PC Jeff Wheble

**179/04 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Inspector Farmer.

**180/04 DECLARATIONS OF INTEREST**

Cr Johnston declared an interest in matters relating to the Radley Village Hall and the Oxfordshire Playing Fields Association.

There were no other declarations of interest.

**181/04 MINUTES OF ORDINARY MEETING OF THE PARISH COUNCIL, 28  
OCTOBER 2004**

The Minutes of the Ordinary Meeting of the Parish Council held on 28 October 2004 were **APPROVED** and signed by the Chairman with the following amendments:

- (a) Minute 164/04 (d) should read: "... Footpath 8 ..."
- (b) Minute 166/04 (iii) should read: "It was noted that the house was being built ..."
- (c) Minute 170/04 (b) should read: "The Clerk reported that she had arranged to meet the Bursar."
- (d) Minute 172/04 should read: "It was noted that land at Pebble Hill was not one of the proposals."

**182/04 BUSINESS ARISING OUT OF THE MINUTES**

- (a) **TRIANGLE OF LAND – BY GARAGES IN STONHOUSE CRESCENT:** The Clerk had ascertained that the DC would be discussing the position with the Vale Housing Association.
- (b) **SEWAGE – FOXBOROUGH ROAD:** It was noted that the residents had still not had a reply from Thames Water.
- (c) **VANDALISM TO SPORTS PAVILION – COST OF REPAIRS:** The Clerk reported that she had received an estimate for the repair work from Mr Herring, and was trying to get a similar estimate from Mr Sillman.

A detailed report had been received from PC Leafe, and funding was being included in the budget for the suggested measures.

- (d) **TRANSPORT MITIGATION MEASURES FOR VILLAGES SURROUNDING ABINGDON:** A presentation was being held on Wednesday, 8 December 2004, at 6.30 pm at Sunningwell Village Hall, and Crs Crowley and Mott would be attending.

It was understood that Bill Homewood would be repairing the fencing along Footpath 8 after Christmas.

- (e) **THRUPP LANE LEASE – CORRESPONDENCE WITH SOLICITOR:** An acknowledgement had been received from the Law Society.
- (f) **OFFICE OF THE DEPUTY PRIME MINISTER – CONSULTATION:** Cr Wyatt apologised for not being available to present these documents:

- (i) Draft Code of Conduct for Local Government Employees, and
- (ii) A review of Restrictions on the Political Activities of Local Authority Employees and Pay of Political Assistants.

No action was required.

- (g) **NOISE NUISANCE:** The Clerk reported that the party held at Chislehampton was a private one and did not have to have an entertainments licence, but South Oxfordshire DC was awaiting a report from the police.

### **183/04 POLICE MATTERS**

PC Wheble gave apologies for Inspector Farmer who had been unable to attend because of work commitments.

PC Wheble reported that there had been four crimes since the last meeting. The following incidents were reported:

- (a) There had been an incident at the Lower Radley Caravan Park, and PC Wheble confirmed that he was in touch with one of the residents
- (b) Report of drug dealing at Thrupp Lane 10 pm every night: PC Wheble would speak to Cr Nutt about this.
- (c) Radley Railway Station: The police had been called to deal with youngsters playing on the railway platform.
- (d) The new glass front of the church notice board had been taken out, laid down in the middle of the road, and fractured when a car ran over it.
- (e) Vandalism at Sports Pavilion: PC Wheble apologised for the confusion over the investigation of the vandalism, and would follow up immediately.

PC Wheble confirmed that he had held a couple of police surgeries, but these were not well attended. It was thought that a Parish Council representation would be helpful. The next surgery was planned for Saturday, 4 December 2004, at 12.15 pm in the Village Hall, and Cr D Standen would attend.

#### **184/04 PLANNING MATTERS**

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

- (a) RAD/7808/1 – Proposed loft conversion with front dormer window, 53 Foxborough Road: No objections, subject to neighbours' comments.

##### **(ii) Permission Given**

- (a) Land at Garage Blocks rear of 26 Stonhouse CresceD/18543/1 – Demolition of six garages. Erection of 4 x 1 bed flats and associated car parking (re-submission), Land at Garage Blocks rear of 26 Stonhouse Crescent.
- (b) RAD/18800 – proposed two storey rear extension, 13 Selwyn Crescent.
- (c) RAD/18685 – Demolish part of garage. Erection of two storey extension over garage. New front porch and conservatory, 32 Ferny Close.

##### **(iii) Permission Refused**

- (a) RAD/13502/2 – Proposed garage, 15 Lower Radley.

##### **(iv) Withdrawn**

- (a) RAD/15714/5 and RAD/15714/6-LB – Link house to rear annex via single storey extension with new lounge and fourth bedroom. Erection of new garage (Amended application), Spinneys, 51 Lower Radley.

#### **185/04 FINANCIAL MATTERS**

- (a) REPORT OF FINANCE AND ADMINISTRATION COMMITTEE, 18 NOVEMBER 2004

Cr Crowley presented the report of the meeting, and the following was considered in detail:

- (i) PAYMENT OF RENTS 2003/2004: The outstanding rent of £150.00 from the Radley Men's Football Club had not been received, although the President had indicated that he would probably have to pay it himself. There was discussion on whether legal action should be taken to recover the money, but **IT WAS AGREED** that a letter should be sent to the President suggesting that the Parish Council should retain the goal posts

and nets in lieu of the outstanding rent instead of taking legal action. The Clerk should clear this action with the OALC.

The key had not yet been returned, and the Clerk was asked to press for its return.

- (ii) RENTS FOR 2004/2005 SEASON: It was noted that the Radley Youth Football Club had paid the total rental of £400 for the 2004/2005 season.
- (iii) PRELIMINARY CONSIDERATION OF BUDGET FOR 2005/2006:
  - a. Website: £100 should be allowed for the annual cost of maintaining the website.
  - b. Playing Field Expenditure:
    - (i) Grass Cutting/Gardening: A meeting had been requested with JV Strong to review the grass cutting and gardening work and the cost. If the cost was not reduced, other tenders should be invited.
    - (ii) Security – Sports Pavilion: An allowance should be made for providing a CCTV camera and security lighting.
    - (iii) Rent to Radley College: The Bursar should be asked for details of the increase in the rent.
    - (iv) The Radley Youth Football Club had asked for help towards the cost of £160 to install a tap in the lean-to. It was noted that the Parish Council had agreed that the Club could install a tap provided it paid for it. There was no reason to change this decision.
    - (v) Signs for Recreational Field: A sum of £500 should be included for further signs.
    - (vi) Footpath to Sports Pavilion: The need for a footpath was discussed. It would be necessary to obtain agreement from Radley College should it be decided to go ahead with this. There was discussion on the need for a footpath to the sports pavilion from either the Village Hall or the gate in Gooseacre.
  - c. Play Area
    - (i) REPLACEMENT PLAY AREA: The accrual for the replacement play area should be £4,000.
    - (ii) CONDITION OF ENTRANCES TO PLAY AREA: **IT IS AGREED** that the surfaces at the entrances would be

improved by the provision of paving slabs. The Clerk was asked to get estimates for this work.

- d. Conservation: The Annual Tree Planting/Maintenance of Footpaths Advisory Working Group would advise on the budget for conservation.
- e. Village Pond – Fencing: It was noted that the OCC and Radley College had been asked to advise on the purpose of the brick wall and both considered that this was for landscaping purposes. In view of this it was proposed by Cr Johnston, seconded by Cr Nutt and **AGREED** that the work on the new fencing proceeded.
- f. Bus Shelters: It was proposed by Cr Johnston, seconded by Cr Wilson and **AGREED** that the Parish Council had a rolling programme for the provision of bus shelters, and a sum of £1,500 should be put in the budget. Possible sites for bus shelters were Foxborough Road, opposite the new cantilever bus shelter; outside the entrance to Radley College; and at Pebble Hill, opposite the present bus shelter.
- g. Traffic Calming: The speedwatch signs had disappeared. The Clerk would follow this up with the OCC.
- h. Car Park at Cemetery: It was understood that the Bursar was ascertaining the views of the College's solicitor in relation to a footpath from the road to the car park. **IT WAS AGREED** that Council asked for a meeting with the Bursar to review the lease for the car park and the entrance for farm vehicles.

It was considered that the resurfacing of the car park was for safety purposes and Parish Councillors, with one exception, considered that its resurfacing could not await discussions on the lease. **IT WAS AGREED** that the Clerk continued to obtain estimates for this work so that applications for funding could be made. It was noted that estimates had been requested from three firms for the resurfacing work. One had been received to date and the figure for the resurfacing and the new footpath was approximately the same as the figure included in the draft budget figures, £12,000.

- i. General Maintenance Budget: The Clerk was asked to review the figures included. A sum for the redecoration of the sports pavilion should be included.
- j. Loan Repayment: The payment due in April 2005 was the last payment on the loan.

- k. Adventure Trail – Playing Field: **IT WAS AGREED** that the sum of £2,000 should be included in the accruals, and that details should be obtained so that the Parish Council could have a full discussion on this.
- l. The budget figures for donations, the general contingency fund, and the precept had previously worked out in accordance with the following:
  - (i) Donations: 2% of the precept
  - (ii) Contingency budget: 5% of total budget
  - (iii) The balance should be equal to six months activity

A revised budget would be prepared for the next meeting of the Finance and Administration Committee so that a recommendation could be made on the precept for 2005/2006.

(iv) PRELIMINARY DISCUSSION ON DONATIONS

It was noted that requests for grants had been received from the following:

- (a) Abingdon and District CAB
- (b) Radley PCC – Radley News
- (c) Victim Support
- (d) South and Vale Carers Centre
- (e) Christmas Hamper

Abingdon and District CAB had indicated that it cost £11.30 per client contact and there had been at least 103 contacts from Radley between April 2003 and March 2004. The possibility of increasing the grant from £100 to £200 was discussed.

More information was being sought and this would be discussed further at the next meeting.

(v) ACCOUNTS FOR PAYMENT

It was noted that the following payments had been made:

- (a) Thames Water – Sports Pavilion: £56.10
- (b) Thames Water – Allotments: £22.88
- (c) Mr John Huddleston Website: £58.74
- (d) Copycat Services – Photocopying: £103.81
- (e) ORCC – Subscription: £20.00

There was discussion on the level of subscription to be given to the Oxfordshire Playing Fields Association as £35 was the minimum

subscription. Cr Johnston declared an interest and left the meeting. It was proposed by Cr Wyatt, seconded by Cr Wilson and **AGREED** that the subscription be increased to £50.00 for 2004/2005. Cr Mott objected to this increase.

(b) ACCOUNTS FOR PAYMENT

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

- (i) Oxfordshire Playing Fields Association - Subscription: £50.00
- (ii) Playground Management Ltd – Play Area: £464.13
- (iii) British Gas – Sports Pavilion: £96.91
- (iv) Miss S E Raven: £403.22
  - (a) Salary, November 2004: £348.22
  - (b) Payment to Village Cleaner, December 2004: £55.00

**186/04 CORRESPONDENCE**

(i) **ACTION REQUIRED:**

- (a) Vale of White Horse DC:
  - (i) Oxfordshire Blue Plaques – Request for Nominations: The criteria were discussed and the names of Charles Gore and George Butterworth were mentioned. Councillors were asked to consider this further, and the Clerk was asked to raise the matter with the Chairman of the History Club.
  - (ii) Take Charge of Waste – Christmas Collections: Details would be put on the notice boards.
  - (iii) Researching funding for community projects: It was noted that a website was now available.
  - (iv) Part III Local Government Act 2000 – Town and Parish Council update: noted.
  - (v) Local Government (Misc Provisions) Act 1982 Public Entertainment Licensing – Consultation: The Parish Council had no objection to the request for a licence by Mr R J Hayton on behalf of the Radley Village Hall.
- (b) Oxfordshire County Council:
  - (i) Transaction – Oxfordshire’s Local Transport Plan: No action was required



- (ii) Me? A County Councillor?: The notice would be put on the notice boards.
- (iii) “Nada” the new waste minimization lifestyle magazine: The Parish Council did not think this should be put on display in the Parish.
- (c) The Oxfordshire Woodland Project – application for grant towards tree planting: To be considered by Finance and Administration Committee.
- (ii) **CORRESPONDENCE TO NOTE:**
  - (a) Vale of White Horse DC – Standards Committee, 12 October 2004
  - (b) Oxfordshire County Council:
    - (i) News, November 2004
    - (ii) Public Transport Timetables
  - (c) Oxfordshire Association of Local Councils, 22 November 2004: The Clerk reported that she had attended this meeting, and there had been useful presentations on rural transport and rural housing.
  - (d) Trust for Oxfordshire’s Environment – Annual Meeting, 3 December 2004
  - (e) Thames Valley Primary Care Agency – Application for pharmacy services in Berinsfield.
  - (f) South East Oxfordshire NHS Primary Care Trust:
    - (i) Guide to local health services 2004/2005
    - (ii) Public Board Meeting, 18 November 2004.
  - (g) The Standards Board for England – Lobby group, dual-hatted members and the Code of Conduct: guidance for members: copies of the booklet were circulated to Councillors.
  - (h) Grimshaw group – specialist stone cleaning service
  - (i) Clerks & Councils Direct, November 2004
  - (j) Local Council Review, November 2004
  - (k) Office of the Deputy Prime Minister – News Release: A Picture of Change – new £20k competition to find England’s top community space.
  - (l) Fire Service – Public Meeting, 11 November 2004

### **187/04 CONSERVATION MATTERS**

- (a) VILLAGE SEATS: A reply had not yet been received about the sites of the seats at Lower Radley turn and the entrance to Pebble Hill.

### **188/04 HIGHWAY MATTERS**

- (a) RAILWAY BRIDGE: The Clerk reported that she had referred this to the OCC.
- (b) FOOTPATH BY CEMETERY: This matter would be raised at the meeting with the Bursar.
- (c) CONDITION OF PAVEMENTS: It was understood that the repair of footways at Sugworth Lane, Church Road and Foxborough Road had been put forward for consideration.
- (d) FOOTWAY – SUGWORTH CRESENT: Cr Johnston indicated that he had reported this footway to the OCC.
- (e) LOWER RADLEY – CONDITION OF ROAD: The Clerk indicated that she had reported this to the OCC.
- (f) HORSE MANURE: The Parish Council noted a complaint about horse manure on the pavement, and the Clerk was asked to include this in the report in Radley News.
- (g) GRAFFITI – SUGWORTH LANE: The ownership of the fence in Sugworth Lane was clarified.
- (h) POTHOLE – FERNY CLOSE: To be reported to the OCC.
- (i) FOOTPATH 8: The possibility of the designation being changed to a cycle way should be explored.

### **189/04 UPDATE ON PROJECTS**

- (a) PLAY AREA: **IT WAS AGREED** that the official opening of the play area should take place in the spring.
- (b) MANAGEMENT/INSPECTION ARRANGEMENTS: It was noted that the insurance company expected a weekly inspection by the Council. **IT WAS AGREED** that this should be the responsibility of Cr Nutt, as the Playing Field Coordinator. Each visit would be marked in a book to show the date of the visit and whether any action was needed.

**190/04 PARISH WEBSITE**

The Parish Council indicated that it was extremely grateful to Councillors Wilson and Crowley and Mr and Mrs Huddleston for the work undertaken on the website.

Cr Wilson indicated that the site would be interactive and would include a Radley Forum where people could put topics forward about life in the Parish. It would be possible for it to include a section on small local advertisements for people in the village. There was discussion on this and it was proposed by Cr J Standen, seconded by Cr Henderson and **AGREED**, six votes to four, that the Working Group should exclude items for sale section on the local interactive part of the site in the light of the service offered at the local shop, and that this policy be reviewed in six months time.

It was also mentioned that local businesses could put details on the website at a charge of, say, £100.

**191/04 ACCESS TO RADLEY RAILWAY STATION**

The Clerk reported that she had been in touch with Mr Mike Crane of First Great Western Link, and he would be happy to meet representatives of the Parish Council at Radley Station to discuss the situation. The meeting would be held on Friday, 10 December 2004, at 10 am. Crs D Standen, J Standen, Mott, Crowley and Wilson indicated they would like to attend.

**192/04 REPORT OF DISTRICT AND COUNTY COUNCILLOR**

Cr Johnston reported that the Vale of White Horse District Council would be taking over responsibility for licensing from February 2005, and had appointed two new staff to deal with this. It was clear that income would not cover expenditure.

In relation to the Oxfordshire County Council, it looked as though the grant settlement was going to be lower this year, and if there was a shortfall services like highways maintenance tended to suffer.

The Oxfordshire County Council work had been taken up with footpaths and traffic calming measures.

**193/04 NOTIFIED BUSINESS**

NIL

Date: .....

Chairman