

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 28
SEPTEMBER 2006 AT 7.30 PM**

PRESENT: Cr B Mott (in the Chair)
Crs Crowley, Henderson, Nutt, Rogers, D Standen, J Standen, Wilson,
Wren, Wyatt
Mr John Harpwood (for Item 122/06)
Mr Graham Steinsberg (for Item 119/06)
PC Nigel Broomfield

113/06 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cr Johnston.

114/06 DECLARATIONS OF INTEREST

Cr Crowley declared a personal but non-prejudicial interest as set out in the Standards Board for England lobby group, dual-hatted members and the Code of Conduct, top paragraph, page 7 in relation to matters relating to the Radley Lakes.

Cr Rogers reported that he had moved to Abingdon, but his address was within two miles of the Radley/Abingdon boundary. **IT WAS AGREED** that this allowed Cr Rogers to continue as a Parish Councillor.

There were no other Declarations of Interest.

**115/06 MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 27
JULY 2006**

The Minutes of the Ordinary Meeting of the Parish Council held on the 27 July 2006 were **APPROVED** and signed by the Chairman.

116/06 BUSINESS ARISING OUT OF THE MINUTES

- (a) **VILLAGE HALL MANAGEMENT COMMITTEE:** It was not yet known whether it would be possible for the Parish Council to have two representatives.
- (b) **DEPARTMENT FOR TRANSPORT – GREATER WESTERN FRANCHISE - DRAFT TIMETABLE:** The Clerk was asked to ascertain when the new timetable would be available.
- (c) **CCTV SECURITY SYSTEM:** This would be discussed further at the next Finance and Administration Committee.

- (d) **GOOSEACRE RECREATIONAL FIELD – BOUNDARY RESPONSIBILITY:** No further information had been received from the Bursar.
- (e) **LAND REGISTRY – VOLUNTARY REGISTRATION:** The Clerk had discussed this with the Land Registry and had supplied a map showing the areas concerned so that the possibility of registration could be investigated.
- (f) **PLAY AREA:** The Clerk was following up action in relation to the broken slab and the cracks in the safety surface.
- (g) **KENNINGTON PARISH COUNCIL – VILLAGE/PARISH ACTION PLAN:** It was noted that Kennington Parish Council had agreed with the suggestion from Radley Parish Council, but action on the Village/Parish Action Plan had ceased at the moment.
- (h) **CAR PARK – PATH TO SCHOOL:** Letter from Mr Maurice Dixon, Chair of Governors, setting out the action taken to raise funds, unsuccessfully, to get the path resurfaced, was noted. It was understood that there were some discussions taking place with the church, and this matter would be considered further when the result of these discussions were known.
- (i) **DEFINITIVE MAP AND STATEMENT OF PUBLIC RIGHTS OF WAY FOR OXFORDSHIRE:** The Parish Council received the new edition of the Definitive Map and Statement of Public Rights of Way for Radley Parish, noting that this was the legal record of public rights of way (footpaths, bridleways, restricted byways and byways open to all traffic) in Radley as at 21 February 2006 and as such was the conclusive evidence as to the particulars it contained. It replaced the edition dated 1 May 1999.

117/06 POLICE MATTERS

The following matters were discussed:

- (a) **Anti-Social Behaviour, Gooseacre:** It was noted that a dedicated patrol to deal with anti-social behaviour in the evenings had operated through the summer holidays, and Radley had been visited regularly. The last information the police had received was that they had been no recurrence of the problem.
- (b) **Crime figures from January to September 2006, with comparison figures for 2005, were received.**
- (c) **Neighbourhood Policing:**
 - (i) **Area Forum, 5 October 2006:** Chief Inspector Purnell would be attending to speak on Neighbourhood Policing, and the Patrick Legge, the DC Team Leader for Environmental Protection would be discussing environmental crime and enforcement. The DC hoped that Radley Parish Council would be represented at the meeting.

- (ii) Rod Lovegrove and Sgt Dave Metcalf would be attending the October meeting of the Parish Council to talk about Neighbourhood Policing.
- (d) Car Parking – Gooseacre: Complaints had been made about the amount of parking along Gooseacre when football matches were being played. The Clerk reported that she had mentioned this to the Secretary of the Radley Youth Football Club and he was taking measures to ensure people attending the football matches parked in the football club’s car park off Thrupp Lane.
- (e) Rural Abingdon Neighbourhood Action Group, Wednesday, 22 November 2006, at 7 pm at Kennington Village Hall: It was hoped that the Parish Council could be represented at this meeting.
- (f) Speeding, Lower Radley: The police were arranging for a speed indicator device to be put in Lower Radley to monitor the situation. There had been a problem with parking at the Old Forge, but this had been resolved following links with the occupier of the property. The Clerk was asked to investigate the possibility of “pedestrians walking” signs by the railway bridge, where there were no footways.
- (g) Neighbourhood Policing – Funding for Police Community Support Officers (PCSO): The Clerk reported that she had attended a meeting on the 21 September 2006 on this subject, when representatives from Thames Valley Police had raised the possibility of Parish Councils helping with the funding of PCSO posts. This matter would be discussed at the Finance and Administration Committee.
- (h) Community Safety Strategy 2005-2008: PC Broomfield drew attention to the action being taken by the DC under the Community Safety Strategy, and the Parish Council **AGREED** to refer the problems relating to Footpath 9 to the DC.
- (i) Posters and Flyers for the Halloween and Fireworks Season: noted
- (j) Campaign to tackle vandalism: noted
- (k) PC Broomfield reported that he had been transferred to another post, and would not be the Area Beat Officer for Radley after the 16 October 2006.
- (l) Crime stoppers: Details of service were noted.

118/06 PLANNING MATTERS

(i) New Applications

- (a) RAD/6149/3 – Erection of a rear glass conservatory to form porch area/sun lounge, 18 Sugworth Lane: No objections

- (b) RAD/7171/1 – Change of use from cattle byre to residential, Park Farm, Kennington Road: No objections
- (c) RAD/237/105-LB – Insertion of French doors in place of existing window, New floor, The Cottage, Radley College: No objections
- (d) Application for a Certificate of Lawful Use by Tarmac Limited, Land at Thrupp Lane: The Parish Council did not feel it could usefully comment on this as the solicitors were correcting a situation which had been operating for a number of years.

(ii) Permission Given

- (a) RAD/237/101 and RAD/237/102 - LB– Erection of two boarding accommodation blocks incorporating alterations including extensions to Listed Buildings 6 and 7 Chestnut Avenue being Socials 9 and 10, Radley College.
- (b) RAD/237/103 and RAD/237/104-LB – Proposed single storey extension and alterations to D Social to form prefect’s room, Radley College
- (c) RAD/19682 – Proposed two storey extensions, 4 Drysdale Close
- (d) RAD/6149/3 – Erection of a rear glass conservatory to form porch area/sun lounge, 18 Sugworth Lane
- (e) RAD/19685 – Refurbishment of existing boathouse, including new pitched roof and external insulated cladding, The New Boathouse, Lower Radley
- (f) RAD/19532 – Conversion of loft, rear extension and internal alterations, 9 Sugworth Crescent

(iii) Misc:

- (a) RWEnPOWER – filling of gravel pits: It was noted that the Government Office for the South East had issued an Article 14 Direction, which gave the Secretary of State longer to consider whether to call the planning application in. The OCC were not sure how long it would take to reach this decision, but had written asking for a time frame. The Clerk indicated she had also asked this question, but had not got a reply.

Cr Crowley tabled a report from Radley Lakes, and indicated that there was nothing to stop members of the public writing to the Secretary of State about this matter.

119/06 FUTURE OF VILLAGE SHOP

Mr Graham Steinsberg attended for this item, and spoke to the paper circulated to the Councillors. It was noted that a detailed business plan had been prepared, and the cost to set up the shop would be in the region of £150,000. He outlined the work undertaken by the Steering Group assisted by Jane Barker, and reported that a public meeting would be held on Wednesday, 18 October 2006, at 7.30 pm in the Village Hall, and that a leaflet would be delivered to all households in the Parish. Councillors agreed to help with the distribution of the leaflet, and a copy would be put on the website.

The Clerk reported that the OALC had referred to NALC the query about Parish Council funding. The advice received indicated that the Parish Council would not be able to purchase shares in this community enterprise, and that Section 137 was not easy to justify either. There was currently discussion on the need for a "Power of Well-Being" which would cover this type of expenditure, but this was unlikely to be agreed for the Parish Council to give any help to the Village Shop.

Mr Steinsberg was thanked for coming to the meeting to update the Parish Council.

120/06 FINANCIAL MATTERS

- (a) TO APPROVE THE 2005/2006 ACCOUNTS FOR SUBMISSION TO THE EXTERNAL AUDITOR: It was proposed by Crowley, seconded by Cr Rogers and **AGREED** that the accounts should be approved for submission to the External Auditor.
- (b) COMMENTS OF INTERNAL AUDITOR ON 2006/2006 ACCOUNTS: Noted
- (c) REGISTER OF RISKS 2006: The Register of Risks was accepted by the Parish Council subject to clarification on two points – insurance cover in relation to the sports pavilion and the position in relation to vehicles parked in the car park.
- (d) ACCOUNTS FOR PAYMENT

It was noted that the following accounts had been paid in between meetings because of the cancellation of the August meeting:

(i)	Thames Water – Allotments:	£16.07
(ii)	Thames Water – Sports Pavilion:	£57.24
(iii)	Copycat Services – Photocopying:	£79.71
(iv)	Flygt Pump Servicing – Sports Pavilion:	£704.85
(v)	Berinsfield Community Business – Grass Cutting/Gardening:	£408.32
(vi)	Oxfordshire County Council – Street Lighting, Church Road Car Park:	£592.55
(vii)	Play Safety Ltd – RoSPA – Inspection of Play Area:	£74.03

(viii)	Miss S E Raven:		£449.06
	Salary, August 2006:	£379.06	
	Village Cleaner, September 2006:	£70.00	
(ix)	Mrs K Sharp – Cleaner/Caretaker, Sports Pavilion:		£139.33
(x)	MRH Services – Painting Sports Pavilion:		£1,189.83

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

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| (i) | Mr K J Bentley – Clearing blocked pipes, Sports Pavilion: | | £60.00 |
| (ii) | Miss S E Raven: | | £535.15 |
| | Salary, September 2006: | £379.28 | |
| | Village Cleaner, October 2006: | £96.25 | |
| | Toilet Seat – Sports Pavilion: | £18.98 | |
| | Rubbish Bags – Sports Pavilion: | £2.28 | |
| | Paint, Sports Pavilion: | | £38.36 |
| (iii) | Mrs K Sharp – Cleaner/Caretaker, Sports Pavilion: | | £139.33 |
| (iv) | Berinsfield Community Business – Grass Cutting/Gardening: | | £298.16 |
| (v) | Southern Electric – Sports Pavilion: | | £51.30 |
| (vi) | Mr J Huddleston - hosting package and domain registration: | | £58.75 |
- (e) **SAVE RADLEY LAKES – REQUEST FOR FINANCIAL SUPPORT:** It was reported that the OALC had advised that the Parish Council had powers to give financial support to legal proceedings. It was proposed by Cr Rogers, seconded by Cr J Standen and **AGREED** that the Parish Council could not commit itself to taking any legal action, but that it would offer its support to Save Radley Lakes, and it would in the future consider making a donation if and when this was necessary. The Chairman abstained from voting.

121/06 RECOGNITION OF YOUTH LEADERS IN THE PARISH

Deferred until the next meeting

122/06 PROVISION OF BUS SHELTERS IN THE PARISH

Mr John Harpwood attended for this item and spoke to a letter he had presented to the Parish Council, which set out his strong objections to the possibility of a bus shelter being put on the pavement outside his house. The Parish Council **AGREED** to take his comments into consideration when it considered the provision of additional bus shelters in the Parish.

123/06 SITING OF SECOND NOTICE BOARD

The Chairman and Vice-Chairman reported that they had looked at two sites in the Village for the second notice board, on the fence at the entrance to the post office and in the hedge by the bus stop at the entrance to the Church Room/Primary School. The Postmaster was willing for the notice board to be put by the post office, but this would need to await the installation of new fencing. The Clerk had written to the Radley PCC to see if it would allow the Parish Notice Board to be put by the Church hedge.

The Clerk would follow up with the DC whether there was any need for planning permission.

124/06 RELOCATION OF DOG BIN

The Parish Council reviewed the site plan for the relocation of the dog bin, and **AGREED** the site put forward by the DC.

125/06 INFORMATION BOOKLET FOR RADLEY HOUSEHOLDS

IT WAS AGREED that the Chairman and Clerk should discuss this with the Church Council representatives.

126/06 CORRESPONDENCE

(i) ACTION REQUIRED:

- (a) Vale of White Horse DC:
 - (i) Working Together to Tackle Crime – Meeting of the North East Area Forum, 7-9 pm, 5 October, Cumnor Village Hall: It was hoped that the Parish Council could be represented.
 - (ii) Housing Strategy Forum, 11 October 2006, from 10 am until 12.30 pm, followed by lunch (Change of Date): The Parish Council would not be represented.
 - (iii) Chair's Charity Dinner and Gala Casino Night, 20 October 2006: Details were noted by the Councillors.
 - (iv) Reception for Town and Parish Council Mayors and Chairmen and Clerks, 8 November 2006, 6-8 pm: The Parish Council would not be represented.
- (b) Oxfordshire Rural Community Council:
 - (i) Affordable Housing – No Action
 - (ii) Parish Plans – Your Village Meeting, Saturday, 14 October 2006, Pine Lodge, Little Milton, 10 am to 4 pm (£30 per person): The Parish Council did not wish to attend.

- (iii) Best Kept Village – Request for feedback
- (c) Upper Thames Major Resource Development: The Parish Council did not wish to make any comments
- (d) The Thames Path National Trail Companion 2007 – Updating: The Clerk had provided the updated information.
- (e) South East England Regional Assembly – Partial Review of South East Plan – Provision for Gypsy and Traveller Caravan Sites: The Parish Council would not
- (f) Oxfordshire Playing Fields Association – Annual General Meeting, 31 October 2006: noted
- (g) Thames Valley & Chiltern Air Ambulance Trust – Request for Funding: This would be put to the Finance and Administration Committee
- (h) Complaint –Hedges/Tree Branches, Foxborough Road property: This complaint had been referred to Radley College.
- (i) Culham Motocross – Meeting 9/10 September “Girls only” and One day meeting, 1 October 2006. This is likely to be last meeting at the motocross circuit this year: noted
- (j) Radley PCC – advice on planning requirements for new Church Notice Board: The Clerk had obtained guidance from the DC Planning Department and would pass this back to the PCC.
- (k) South and Vale Carers Centre – Request for Donation: This would be put to the Finance and Administration Committee.
- (ii) FOR INFORMATION:**
 - (a) Oxfordshire County Council:
 - (i) News, August and September 2006
 - (ii) Affordable Housing: renting and buying in Oxfordshire
 - (iii) Home 2 School Newsletter: Autumn 2006
 - (iv) Oxford Local Transport Plan www.oxfordshire.gov.uk/ltp
 - (b) Vale of White Horse DC:
 - (i) Supplementary Planning Guidance Adopted 20 July 2006
 - (ii) Annual Electoral Registration Canvass
 - (iii) The Community Grant Scheme
 - (iv) Reduce canopy by 40% on one Horse Chestnut at 6 Norfolk Close
 - (v) Gambling Act 2005
 - (c) ENCAMS – Local Environmental Quality – a Town and Parish Council Guide

- (d) Clerks and Councils Direct, September 2006
- (e) OALC Circular August 2006
- (f) South East and South West Oxfordshire Primary Care Trusts: – Flu Campaign
 - (a) Flu Campaign
 - (b) Meeting, 28 September 2006, at 9.30 am
- (g) SPISE News 47, Summer 2006
- (h) SLCC – Bucks & Berks Local Conference, 28 September 2006
- (i) IOG Saltex 2006, 5-7 September
- (j) Glasden – Local Council News-sheet, Summer 2006
- (k) Philip Hall – Contract Spraying
- (l) S&C Slatter, Sports and Play Surfaces
- (m) Donations to Garden Competition:
 - (i) Bowyer Arms: £168.00
 - (ii) Ringrose Tree Surgery: £25.00
- (n) Girl Guiding:
 - (a) Details of presentations, 21 September 2006: A number of Councillors reported that they had attended the presentation.
 - (b) Letter of thanks from Nicola North
- (o) ORCC – Annual General Meeting, 18 October 2006, 7 pm Tackley Village Hall
- (p) Urbanscape – Product Catalogue 2006
- (q) REKK – Six steps to a successful Youth Shelter

127/06 CONSERVATION MATTERS

- (a) FOOTPATH 9: It was noted that the position of the OCC has not changed in respect of the removal of the barriers. The Rights of Way Field Officer appreciated that there might be an issue with motorcycles but Footpath 9 was a byway and motorcycles were legal users of the route. Any problems with speeding or unsafe use should be referred to the police who have powers to resolve this issue. This matter was referred to the police, and the Clerk was also asked to raise it with the DC.
- (b) BENCH, PEBBLE HILL: The Clerk reported that photographs had been taken of people using the bench, and copies of these had been sent to Radley College.
- (c) VILLAGE POND: The report from Mr Rod D’Ayala was noted. This would be referred to the Village Pond Management Committee for comments.
- (d) REPORT OF RADLEY FOOTPATHS FROM MR JOHN ORCHARD: noted
- (e) FOOTPATH 10: It was noted that this footpath had been ploughed again by the farmer, and this matter had been referred to the OCC. There was discussion on

whether the Clerk should write to the farmer expressing concern that this footpath had been ploughed once again, but the Parish Council **AGREED** that the correct procedure was to write to the OCC for them to take the official action.

128/06 RADLEY PLAY AREA

The RoSPA Play Area Safety Inspection Report dated 31 July 2006 was received. It was noted that there were a number of matters requiring action, and the Clerk would follow these up with Councillor Nutt, the Playing Field Co-ordinator.

129/06 HIGHWAY MATTERS

- (a) **JUNCTION AT WHITES LANE/FOXBOROUGH ROAD:** The possibility of a meeting with the Oxfordshire Highways and the Bursar and farmer to discuss the hedge at this junction was being pursued.
- (b) **PEDESTRIAN CROSSING, SANDFORD LANE:** No reply had been received.
- (c) **PEDESTRIAN CROSSING, CHURCH ROAD:** The Clerk had been in touch with the school regarding a “lollipop” person, but had not yet had a reply.
- (d) **TRAFFIC PROBLEMS – LOWER RADLEY:** A meeting with a representative of Oxfordshire Highways to discuss possible safety measures was being pursued, but the action being taken by the police was noted.
- (e) **SUGWORTH LANE:** It was noted that safety signs had been made available. The signs had been loaned for a period of three months.
- (f) **ROAD/FOOTWAY REPAIRS:** It was noted that a lot of areas were marked up for repair, but it had not been possible to ascertain when the work would be undertaken.
- (g) **JUNCTION CHURCH ROAD/KENNINGTON ROAD:** Complaints had been received about the bad visibility at this junction due to overgrown verges. This matter had been referred to Oxfordshire Highways, and action should be taken shortly.

130/06 PARISH WEBSITE

Cr Wilson reported that a contract was required for Darren Sandbach, setting out the terms (£20 an hour for a maximum of ten hours as required), and he would liaise with the Clerk did not think that the budget allocated for 2006/2007 would be sufficient to meet the cost of the website expenses as more input from Darren Sandbach was required and this would be in the region of £200. **IT WAS**

AGREED that this work should proceed, and the budget for the website would be reviewed in October when the revised budget was prepared.

131/06 REPORT OF DISTRICT AND COUNTY COUNCILLOR

Councillor Johnston had provided a written report, combining District and County Councillor matters:

- (a) The Vale has written to the Secretary of State and asked her to call in the Radley Lakes application and hold a public enquiry. At the time of writing no reply had been received. RWE had in the meantime asked to meet Vale Councillors, a meeting was now being arranged but the date of the meeting was not known.
- (b) On the County there has been some prevarication. They sat on the 10th July decision for over a month while they satisfied themselves that due procedure had been followed. They did not inform Cr Johnston, but have now apologised in writing for that failure. The matter now sat with the Secretary of State, as it had for some weeks. We are already well over the month's timetable for a response, but delay in dealing with hot potatoes is nothing new for Whitehall Cr Johnston was sure that others on the Council would update the Parish on other parallel development on the matter.

The Councillors asked for a copy of this report.

132/06 NOTIFIED BUSINESS

NIL

Date:

Chairman