

**MINUTES OF AN MEETING OF RADLEY PARISH COUNCIL HELD IN THE CHURCH ROOM, RADLEY ON THURSDAY 23<sup>rd</sup> OCTOBER 2014**

**PRESENT:** Crs J Standen (in the chair), Betts, Crowley, Henderson, Howard, Johnston, Platts, Pasquire, D Standen, Yorston

**In attendance:** The clerk

**152/14 APOLOGIES FOR ABSENCE:** Apologies were received from Cr Kallie.

**153/14 DECLARATIONS OF INTEREST: DISPENSATIONS:** None requested.

**154/14 MATTERS RAISED BY MEMBERS OF THE PUBLIC:** There were none.

**155/14 MINUTES OF THE MEETINGS HELD ON 24<sup>th</sup> OCTOBER 2014:**  
The minutes were **RESOLVED** to be a true record of the proceedings and were signed as such by the Chairman.

**156/14 POLICE MATTERS:** Cr Pasquire reported that there had been more motorbike activity at Radley Lakes recently owing to a gate having been left open. People were encouraged to report any intimidation. It was agreed that the Council would write to Mr Curtis reporting the open gate.

**157/14 PLANNING MATTERS:**

(a) **NEW APPLICATIONS:** Cr Johnston withdrew from the meeting for the duration of this item.

The Council made the following comments:

(i) P14/V2589/HH: Erection of 3 bay oak framed carport/garage (one bay enclosed, two open). Previous consent granted (P03/V1007) - revised location requested: Spinneys Cottage 51 Lower Radley. **NO OBJECTION**. The Council wished to concerns about the proximity of the new position to the listed building to the Conservation officer.

(b) **OTHER APPLICATIONS:** There were none.

(c) **VALE DECISIONS:** None

(d) **LOCAL PLAN SUB-COMMITTEE:**

- SRV had reformed with a change of membership.
- The meeting arranged to include Kennington had been held with Kennington residents and one Kennington parish councillor present. Cr Howard recommended that new group should be formed with different small groups addressing the issues of interest to them. 51 individuals had offered to help by way of the recent consultation.
- It was highlighted that responses to the District Council's consultation must be made on their form and that objectors must state whether the plan was legally compliant only. It was **AGREED** that the Council's response would be based on Cr Henderson's recommendations.
- It was **AGREED** that the Council should ask to speak at the examination in public.
- Cr Henderson would circulate a copy of the forms with a link to the Vale's website.
- It was delegated to the clerk with the chairman and vice-chairman to determine the final wording of the Council's objection. It was **AGREED** that the Council

should ask for a Community Infrastructure Levy level of £140 instead of the £120 proposed by the Vale.

- It was **AGREED** that the Council would continue to hold and make use of the Save Radley Village database and website.
- Infrastructure Delivery: The Vale officer (Ged Cassell)'s letter was received and it was agreed that the links to the Parish plan should be carried out as far as possible.

(e) NEIGHBOURHOOD PLANNING:

It was **AGREED** that this should be an agenda item for the next meeting. Crs J Standen, Platts and Yorston were delegated meet the Vale Planning Policy officer (Katherine Pearce) the following week.

The clerk was asked to contact communities who were presently preparing Neighbourhood Plans and to investigate consultants and costs.

**158/14 FINANCIAL MATTERS:**

(a) REPORT OF THE FINANCE AND ADMINISTRATION COMMITTEE MEETING: The Council received the minutes and considered the committee's recommendations.

(i) CLERK HOURS:

The committee had considered the clerk's timesheets from April to November and **recommended** that her hours should be increased from 20 to 23 per week. This was **RESOLVED** by Council.

It was **RESOLVED** that her salary should be reviewed.

(ii) BUDGET

MATTERS TO BE CONSIDERED:

*i. Memberships and subscriptions:* It was **RESOLVED** that the Council should continue with current subscriptions.

*ii. Grants budget:* It was **RESOLVED** that the donations budget should remain at £3,000.

*iii. Legal advice:* The Council **RESOLVED** to allocate a budget of £3,500, to allow the Council to take legal advice or contribute to representation at the Local Plan Examination in Public.

*iv. Planning committee admin budget:* The committee **RESOLVED** that the Council should allocate £2,000 again in the next year.

*v. Tree planting/pruning (overspend 14/15):* A budget of £2,000 budget for tree pruning was **AGREED**.

*vi. Garden competition:* The Council noted that donations from companies were required to achieve the budget sum.

*vii. Scope of the gardening contract:* It was **AGREED** that there should be no change.

*viii. Churchyard maintenance:* Provided appropriate insurance was in place, the committee had no objection to the current contractor continuing to maintain the churchyard.

*ix. Verge cutting:* The committee noted that the village had complained at the poor standard of cutting owing to Highways' reduced service. It was **RESOLVED** that the Council should maintain verges in the centre of the village. It also **RESOLVED** that the Council should allocate a sum of £500 to clearing pavements throughout the village in the autumn.

*x. Bus shelters:* It was **RESOLVED** that the Council should install a further bus shelter in Foxborough Road. The Council **RESOLVED** to proceed with installing a shelter outside the former post office.

(iii) **PLAYING FIELD MATTERS:** As the Football Club’s lease on the other field was uncertain, it was **RESOLVED** that the Council should write to the Football Club informing it that:

- a) The tournament may only be held if the Club has access to the field for parking.
- b) That the playing field must not be used after June for either matches or training.
- c) That the Council will consider in July whether it will renew the lease for the 2015-16 season.

Cr Johnston reported that the Village Hall committee had agreed unanimously that they could not accommodate Football Club cars as match days can generate as many as 200 vehicles.

It was suggested that the Council might provide a small number of parking spaces on the field for the use of playing field bookings and the clerk was asked to establish the number of spaces required and the likely cost.

(iv) **PRECEPT:** (see below)

(v) **GRANTS:**

Applications received from Citizens Advice Bureau, South and Vale Carers Centre and Oxfordshire Association for the Blind and on the committee’s recommendation, the Council **RESOLVED** to make donations as itemised:

Oxfordshire Association for the Blind	£ 100
South and Vale Carers	£ 250
Abingdon CAB	£1,000
<b>(Budget remaining</b>	<b>£ 760)</b>

(b) **BUDGET 2015-16:** It was proposed by Cr Crowley, seconded by Cr Henderson and **RESOLVED** that the budget should be approved.

(c) **DIRECT DEBITS:** it was **RESOLVED** that the following should be paid by direct debit.

- Website domain name: 123-reg.co.uk – due in November 2015 -£8.23
- Website hosting – due in November 2015 - £56.40
- Information commissioner – due in July 2015 £35.00
- Allotments water charge – variable paid quarterly on receipt of bill.
- Pavilion water charge – variable paid quarterly on receipt of bill.
- Pavilion electricity charge – variable paid quarterly on receipt of bill.

It was agreed that should the Council move to monthly fixed direct debit for utilities, a statement of balances should be produced at the end of the financial year and any credit recovered.

The Council noted that payment by Direct Debit is permitted by the regulations provided each mandate is signed by two authorised signatories and payments are reported to the Council in the same way as cheques.

(d) **ACCOUNTS FOR PAYMENT:** Cr Howard declared an interest in this item as one of the payments was for her and did not participate in the vote. Members noted income and it was proposed by Cr Pasquire, seconded by Cr Johnston and **RESOLVED** that accounts as listed should be paid:

<b>Income</b>			
	Allotment rent and charges	13.80	
	<b>Total income</b>	<b>13.80</b>	
<b>Expenditure</b>			
	Supplier	Item	Power to Act

13.8  
0

13 <sup>th</sup> December				
Chq 892	Mrs L Crowley	Website hosting (2 invoices)	64.78	LG Act 1972 s111
893	Jon Sherwood	Verge cutting	150.00	Highways Act 1980, s.96
894	British Gas Business	Electricity supply pavilion	87.16	LG (Misc Provisions) Act 1976
895	Radley History Club	Hire of screens for Save Radley Village event	20.00	LG Act 1972 s111
896	ST Grounds Maintenance	Empty Play area bin	50.00	LG(Misc Provisions)1976
897	Copycat Services	Save Radley Village printing	144.00	LG Act 1972 s111
898	Berinsfield CB	Gardening	514.44	LG(Misc Provisions)1976
899	MRH Services	Play area inspection	44.75	Public Health Act 1874 s164
900	Mr Andrew Fraser-Urquart	Legal Advice	1,020.00	LG Act 1972 s 111
27 November				
Chq 901	Mrs J E Dymock	Net Salary (November)	As sheet	LGA 1972 s112
		Village cleaner (December)	As sheet	Litter Act 1983
		Telephone	13.93	LG Act 1972 s 111
902	HMRC	PAYE, NIC	As sheet	LGA 1972 s112
903	OCC	Pension contributions	As sheet	LGA 1972 s112
904	ST Grounds Maintenance	Empty play area bin	185.00	LG(Misc Provisions)1976
		Clean Gooseacre ditch		LG(Misc Provisions)1976
		Strim perimeter of play area		LG(Misc Provisions)1976
905	SLCC	Annual membership	149.00	LGAct 1972 s112
906	Ms Phyl Howard	Refund - SRV printing	94.71	LGAct 1972 s111
907	CPRE	Annual membership	36.00	LGAct 1972 s111
		<b>Total expenditure</b>	4,057.47	

- (e) ACCOUNTS: The Council noted the balances and received the current reconciliation.

Barclays Bank current account:	35,188.77
Business Saver Account	149,113.24
Business Premium Account	0.63
	<b>184,302.64</b>
Cashbook balance	183,264.67

159/14 DISTRICT AND COUNTY COUNCILLOR REPORTS: Cr Johnston reported:

- (a) **DISTRICT:** Much effort was going into preparing the Vale budget and he anticipated no change to Council tax.  
Another round of outsourcing was expected, and this might include Internal Audit.
- (b) **COUNTY:** The road works were due to be completed on 10<sup>th</sup> December, following delays caused by wet weather.  
There was an enormous amount going on here too with the budget and further cuts to bus subsidies were expected, as well as grass cutting and maintenance.  
The County Minerals plan had gone to cabinet and was approved, but there is more work to be done before it goes to the Full Council, then to Examination in Public. If the plan can be put in place, the county won't be at risk of speculative applications.

**160/14 HIGHWAY MATTERS:**

- (a) **STATION PARKING:** Nothing further to report.  
The Council noted that SCRAP had been wound up. The Vale and County were currently wrangling over who would pay for parking enforcement.  
It was **AGREED** that the Council should write to Sue Scane (OCC director of Environment and Economy) making its position clear; that the parish was being seriously compromised by this road safety issue. If the Council did not receive satisfaction, it would go to Complaints then to the ombudsman.
- (b) **TRAFFIC IN LOWER RADLEY:** Nothing further.
- (c) **OVERHANGING SHRUB FOXBOROUGH ROAD:** Cr Johnston would send to the Council a letter he had received from a resident.

**161/14 COMMUNITY RESILIENCE:**

- (a) **DEFIBRILLATOR:** The Council received the mobile homes park warden's response that she is unable to fund a defibrillator, but thought that Pebble Hill residents should have access to a defibrillator and **RESOLVED** to apply for grants to install one here and one at the shop.
- (b) **COMMUNITY EMERGENCY PLAN:** Cr Betts reported that he was gathering information and advice.

**162/14 THRUPP LANE ISSUES:**

- (a) **HIGHWAYS AND TRAFFIC:** It was **RESOLVED** that the Council would commission a traffic survey in Thrupp Lane through Oxfordshire County Council at an estimated cost in the region of £180.
- (b) **PLANNING:** Nothing to report
- (c) **ROMP:** Nothing to report

**163/14 CONSERVATION:**

- (a) **TREE PRESERVATION ORDERS:** It was **RESOLVED** that it should be delegated to the Rights of Way and tree planting working group to compile a list of trees at risk.
- (b) **ASSETS OF COMMUNITY VALUE:** Councillors were asked to consider any possible sites for listing.

**164/14 CORRESPONDENCE:** The Council noted items of correspondence.

- (a) **FOR ACTION:**
  - (i) Neighbourhood Planning Conference – March 2015 (details below)
  - (ii) Time for change : West Oxfordshire needs your help to solve the A40 congestion crisis
  - (iii) ORCC: Radley Parish Plan - case study request

- (iv) Update on new voter registration system
- (b) FOR INFORMATION: Noted.
  - (i) Carol Milward, Yvonne Milward and Wendy Faulkner all thank you for nominating them for the Vale chairman's community awards.
  - (ii) Communication from Thame Valley Police Superintendent Andy Boyd
  - (iii) Age UK Oxfordshire's AGM, Friday 14th November 2014
  - (iv) RURAL OXFORDSHIRE ACTION RALLY (ROAR) calling Oxon parishes.

**165/14 MATTERS FOR REPORT or discussion without decision:** None.

**166/14 CONFIRMATION OF THE DATE OF THE NEXT MEETING:**  
Ordinary meeting: Thursday 18<sup>th</sup> December at 7.30pm in the Church Room

Signed.....Date.....  
(Chairman)