

MINUTES OF A MEETING OF RADLEY PARISH COUNCIL HELD IN THE CHURCH ROOM, RADLEY ON THURSDAY 24th SEPTEMBER 2015 at 7.30pm

PRESENT: Crs J Standen (in the chair), Betts, Dudding, Henderson, Johnston, Pasquire Crowley, D Standen, Walker and Yorston (to item 99/15b).

IN ATTENDANCE: the clerk

109/15 APOLOGIES FOR ABSENCE:

Apologies were received from Crs Crowley and Kallie.
And from District Councillor Ed Blagrove.

110/15 DECLARATIONS OF INTEREST: None

DISPENSATIONS: None requested.

111/15 MATTERS RAISED BY MEMBERS OF THE PUBLIC: None

112/15 MINUTES OF THE MEETINGS HELD ON 23rd JULY 2015:

The minutes were **RESOLVED** to be a true record of the proceedings for signing as such by the Chairman.

113/15 POLICE MATTERS:

- (i) August and September Neighbourhood Updates were circulated by email.
- (ii) It was noted that there had been very few incidents in the Neighbourhood Area. There had been some damage to cars parked in Foxborough Road and this had been raised with Cr Walker by two commuters.

114/15 PLANNING MATTERS:

(a) NEW APPLICATIONS

- (i) **P15/V2114/FUL** - Change of use of three existing barns from Office (B1) use to create three dwellings (C3 use) for staff accommodation - Park End Barns Kennington Road – **NO OBJECTION**
- (ii) **P15/V2078/HH:** Proposed single and two storey extension: 2 Norfolk Cottages. **OBJECT** –
Loss of light into living areas, particularly the kitchen of 8 Norfolk Close. Application does not give due consideration to existing trees on the site and in the garden of 8 Norfolk Close. The Council insists that an arboricultural method statement is provided before the application is considered. Neighbour queried the accuracy of the plans and the Council assumes that these will be verified by the Vale.
- (iii) **P15/V2063/FUL:** Removal of personal condition 1 on planning permission 00/01495/COU (P00/V1495/COU) for farm shop: Peachcroft Farm Twelve Acre Drive Abingdon – **NO OBJECTION**
- (iv) **P15/V1598/HH:** Proposed single storey front and rear extension. Also demolish existing garage.26 Selwyn Crescent Radley. Council wished to note that its previous decision was made in good faith on the basis of the plans provided. It asks that in future applications are sufficiently detailed for the Council to make a decision. **NO OBJECTION** due to special circumstances
- (v) **P15/V1865/HH:** 75 Lower Radley: Conversion of existing garage into living accommodation together with the extension and remodelling of the house including new single-storey front entrance porch. Erection of single storey

building to incorporate garden storage and home gym – Council upheld its **OBJECTION**.

(b) NEIGHBOURHOOD PLAN: Cr Dudding reported that:

- The Vale cabinet discussed its response to meeting Oxford's unmet housing needs at a meeting in August at which it was estimated that an extra 3000 new dwellings might need to be provided in the Vale. It was implied that most would come to the Oxford fringe and Abingdon. Cr Dudding made a submission on behalf of the Parish Council which was widely reported in the press.

The Inspector had changed the agenda for the first day of the EIP so he could consider this question on the first day.

- Cr Johnston reported that the Lib Dems abstained in the cabinet meeting as they disagreed that the duty to co-operate had been fully met. There was a lengthy session on what had been removed from the Green Belt and questions asked regarding whether there were any other sites not put forward.
- Cr Henderson had spoken at the EIP and proposed that a council representative should in future attend meetings of the Oxford Growth Board.
- Radley College masterplan had been shelved for the time being so the College did not wish at present to engage with the community on terms for the North Radley site.
- Next steps: 5 topics were identified and a proposed plan of work was published on the website. The October 21st meeting would now be a meeting for anyone who thought they could help with the production of the Neighbourhood Plan.
- Neighbourhood Plan conference: Attended by Crs Dudding and J Standen. The key message was that a Neighbourhood Plan must complement the Local Plan. Cr Dudding reported that she had been pressing to discover how it was possible to make a Neighbourhood Plan in view of current uncertainties. Advice from Adrian Duffield was to look to the Green Belt review.
- Cr Dudding had met Radley Primary School Chair of Governors and Headteacher and they report that they had been considering irrespective of the Local Plan of upgrading to a full form entry. She had also gathered from a meeting with Radley College that they are keen to continue to help the school.
- Cr Dudding and the clerk met Vale officers David Potter and Andrew Maxted and the most important result was they had undertaken that the Parish Council may be present when the Vale meets with developers.
- Information has been circulated in Radley News and by email and information has been uploaded to the website.
- The Parish Council **APPROVED** a proposal to amend the Terms of Reference of the Working Group:

1.) The purpose of the proposed changes is to recognize the role which the Neighbourhood Plan Working Group is playing in leading for the Parish Council on matters related to the Local Plan process.

2.) The name of the Group should be amended to :

Radley planning policy and Neighbourhood Plan group

3.) Section

2. Purpose and Mission Statement should be moved to the beginning of the TOR and rephrased to read:

Radley Parish Council

1. Purpose

The purpose of the Working Group is to

- i. advise the Parish Council on matters arising in connection with the Local Plan 2031 process, and to take action on the part of the Parish Council on these matters when authorised to do so.*
- ii. design and manage a process which will result in the preparation of a draft Neighbourhood Plan for Radley.*

4.) The background section should become section 2 and be amended as follows:

2. Background

The Vale of White Horse is currently preparing a new Local Plan to provide a framework for development planning decisions in the district for the period to 2031. Part 1 of the process is expected to be completed in or around mid-2016. The Part 2 process will commence thereafter.

The Neighbourhood Plan, once completed, confirmed through independent examination and approved through a local referendum, will form part of the local development plan alongside the Local Plan.

Continue with existing text. Insert after: 'The area for the plan is defined as the Radley Parish boundary', the text

'excluding the site to the north of Abingdon and west of the parish which is proposed as a strategic housing site in the Local Plan Part 1, which VOWHDC has excluded from the Neighbourhood Plan area against the wishes of the parish council'.

Delete 'as approved by VOWHDC'. Continue as existing text.

- (c) **REPORT FROM THE EXAMINATION IN PUBLIC:**
Cr Henderson reported that he attended on Wednesday afternoon when the Inspector considered the SHMA, County Econometrics, SQW and picked out agricultural and space science employment.
Cr Dudding wished to recognise how much work Cr Henderson had done to represent the Council in this.
- (d) **OTHER APPLICATIONS:**
Installation of 1 x DSLAM equipment cabinet: PCP027 Access Road to Wick Hall
OPP 34 Eason Drive Abingdon: P15/V1983/T28 - Noted
- (e) **DISTRICT DECISIONS**
- (i) **P15/V1000/FUL:** Park End Barns Kennington Road Radley Abingdon OX14 2JW
Conversion and extension of the existing barn at Park End to a residential unit. **GRANTED**
 - (ii) **P15/V1317/FUL:** Kennington Road Radley Abingdon OX14 2JW
Change of use of agricultural land to all-weather astro pitch, with structural landscaping (as amended by drwgn0.103A excluding the proposed footpath diversion) **GRANTED**
 - (iii) **P15/V1448/HH:** 63 Foxborough Road Radley single storey rear extension **GRANTED**
 - (iv) **P15/V1473/DIS:** 9 Lower Radley Abingdon OX14 3AX
Discharge of conditions 2 (Materials),4 (Drainage Details),5 (Access),6

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(Turning Space),7 (Drainage),8 (Soakaways), and 9 (Landscaping) of planning application P15/V0568/FUL Demolition of existing bungalow. Erection of two new detached dwellings. (as amended by revised site plan received 18 March 2015) **DISCHARGED**

(v) **P15/V1152/FUL:** 1a Foxborough Road Radley Abingdon OX14 3AB Conversion of dwelling at No1a to 2 self-contained dwellings (as amended by agents revised parking plan submitted on 22 July 2015 and drawing 3955-2015-P1a).**GRANTED**

(vi) **P15/V1983/T28:** PCP027 Access Road to Wick Hall OPP 34 Eason Drive Abingdon OX14 3YD Installation of 1 x DSLAM equipment cabinet. **Planning permission not required.**

(f) COUNTY DECISIONS: None

(g) APPEALS: None

(g) TOWN AND PARISH FORUM: Change of date – now 16 November - noted.

115/15 FINANCIAL MATTERS:

(a) ACCOUNTS FOR PAYMENT: It was proposed by Cr Johnston, seconded by Cr Pasquire and the following were **AGREED** for payment:

Income:				
VWHDC		Precept	25,941.00	
Radley Youth		Playing Field rent	1000.00	
	Supplier	Item		Power to Act
30 July				
998	Turtle Engineering	Defibrillator cabinet	630.00	LG Act 1972 s 137
999	Wel Medical Ltd	Defibrillator	1010.10	LG Act 1972 s 137
1000	Thames Water	Water supply allotments	21.99	Small holdings and Allotments act 1908
SO	Mrs J Dymock	Clerk salary, village cleaner salary, phone line rental	As sheet	LGAct 1972 s112 Litter Act 1983, LGAct 1972 s111
19 August				
1001	cancelled			
1002	ST Grounds Maintenance	Empty Play Area bin	50.00	Public Health Act 1874 s164
1003	Jon Sherwood	Grass cutting expenses	60.00	Highways Act 1980 s96
1004	Berinsfield Community Business	Gardening	294.30	LG (Misc Provisions) Act 1976
1005	DE Electrical	Install defibrillators	38.00	LG Act 1972 s 137
1006	Copycat Services	Garden competition certificates	72.00	LG Act 1972 s 137
1007	Thames Water Utilities	Water and waste pavilion	111.03	LG (Misc Provisions) Act 1976
30 August				
1008	HMRC	Employee PAYE & NIC	As sheet	LGAct 1972 s112
		Employer NIC	As sheet	
1009	OCC Pension	Employee pension	As sheet	LGAct 1972 s112

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	fund	contributions		
SO	Mrs J Dymock	Clerk salary, village cleaner salary, phone line rental	As sheet	LGAct 1972 s112 Litter Act 1983, LGAct 1972 s111
23 September				
1010	Mrs J Dymock	Refunds: telephone calls, mileage, use of home as office	246.82	LG Act 1972 s111.s112
1011	HMRC	Employee PAYE & NIC	As sheet	LGAct 1972 s112
		Employer NIC	As sheet	
1012	OCC Pension fund	Employee pension contributions	As sheet	LGAct 1972 s112
1013	ST Grounds Maintenance	Empty Play Area bin	50.00	Public Health Act 1874 s164
1014	Berinsfield Community Business	Gardening	294.30	LG (Misc Provisions) Act 1976
1015	Playsafety Limited	Annual Play Area inspection	81.60	Public Health Act 1974
1016	MRH Services	Play area quarterly inspection	44.75	Public Health Act 1974
1017	BDO LLP	External Audit fee	360.00	LG Act 1972 s111
1018	cancelled			
30 September				
SO	Mrs J E Dymock	Clerk salary, village cleaner salary, telephone line rental	As sheet	

(b) MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE: It was **RESOLVED** that the committee would meet on 8 October to consider budget priorities for the next 3 years. All councillors were invited to attend or to send their views.

(c) NOTICEBOARDS:
The Council received quotes and **ACCEPTED** an offer to repair or replace the noticeboard for the cost of materials.

(d) EXTERNAL AUDIT: The Council received the report of the external auditor: "On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

(e) PLAY AREA:
The Council **RESOLVED** to carry out the repairs following repairs:

Item	Comment	Action recommended
Junior multiplay	Timber top bar rotting	Replace timber
	Barrier log splintering	Replace splintered timber
	Laminate lower platform	Replace damaged wood
Wet pour	Joints opening up in places	Seal joints
Junior multiplay	Barrier log splintering	Replace splintered timber

(f) COUNTY OFFER TO PARISH COUNCILS:
Cr Dudding reported that the County planned to cut to the minimum highway works to carry out only statutory requirements. There had been a very different view between the smaller villages and the town councils about whether they could take on such work.

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The clerk was asked to recommend to the Finance committee on 8 October which could be taken forward.

(g) RECONCILIATION: The Council received the current reconciliation.

(h) BALANCES were noted:

Barclays Bank current account:	46,606.06
Business Saver Account	149,681.95
Business Premium Account	<u>0.63</u>
	196,288.64
Cashbook balance	195,762.47

(i) FINANCIAL STATEMENT:

The Council received the current financial statement and position against the budget.

(j) PUMPING STATION ADOPTION – THAMES WATER: Update on timings noted.

(k) PLAYING FIELD BOOKINGS:

It was noted that rent had been received from Radley Youth Football Club.

Insurance documents and safeguarding policy were still required

Payment was outstanding for a personal booking made by Mr Sharp. Two reminders had been sent.

The Council was concerned to note that football club roles were being undertaken by a limited number of members. The Council was minded to take its concerns to relevant bodies.

(l) PENSION AUTOMATIC ENROLMENT: The Council's staging date is 1 April 2016. The clerk reported that there is a lengthy process to confirm that the LGPS is suitable for automatic enrolment and that employees are enrolled.

116/15 DISTRICT AND COUNTY COUNCILLOR REPORTS:

(a) COUNTY: Cr Johnston reported that at the most recent full council meeting, the local Transport Plan was approved, including plans for a park and ride and lorry park at Lodge Hill.

All Children's Centres were at risk.

The owner of the old coal yard in Thrupp Lane had allegedly agreed to remove all dumped materials and use the yard only for permitted activity. County officers would be monitoring.

(b) DISTRICT:

Cr Johnston highlighted that the Vale planning department is suffering from staff turnover, mainly senior staff

Cr Blagrove was not present but had submitted a written report:

"Not a huge amount to report from me at the moment that has full substance as there are a few things 'in motion' really.

Oxford's Unmet housing need is continuing to be investigated and we should have some more robust numbers of what the Vale might be expected to accommodate in October, although even that will not be the final official figure. Matt Berber, leader of the council, is meeting Bob Price this week to discuss some of the inspectors issues raised.

I am sure Bob might also have something to add on this as it is a very unfortunate issue that the Vale do not want, or have caused themselves, but our duty to co-operate forces us to, so all at the Vale will be working to make the best of it, I am sure.

With regards to some of the other general queries raised in July regarding the Parish boundaries etc, I am still chasing things up with the cabinet and hope to send some responses as and when I have them.

I hope tonight's meeting goes well. Unfortunately the Scrutiny committee is regularly being called on the same evening as the Parish Council, but I will endeavour to make it to as many meetings as I can, or will send on a written report when it is not possible.”

117/15 HIGHWAY MATTERS:

(a) **REPORTS BY COUNCILLORS:**

A resident had complained at the standard of grass cutting outside the lower churchyard. The clerk confirmed that this was one of the verges still cut by Oxfordshire Highways and therefore outside the Council’s control.

He had also commented on the condition of the pavement alongside the allotments and this would be reported to Highways, noting that this could be the result of Thames Water’s works.

(b) **FOOTPATH 8:**

The Council was asked to consider Mrs Milward’s proposal for alterations to Footpath 8.

It was **RESOLVED** that:

- i. The Council would apply to have the footpath up to 12 Acre Drive designated as a bridleway (cyclists and horses – not including motorised vehicles, provided the path met the standard required of a bridleway and no extra works were required.
- ii. The Council would apply to have the remaining portion of the footpath designated Public Right of Way.
- iii. The Council would investigate grant funding for the installation of lighting on the footpath.
- iv. The Council would approach Highways regarding the installation of signage warning of cyclists emerging from the path,
- v. But the Council did not proposed to amend the orientation of the ends of the path, considering it to be unsafe if cyclists were to be able to exit from the path faster.

It was recognised that Highways’ consent would be required and a site meeting had been requested.

An enquiry had been submitted to First Great Western regarding a grant for promoting sustainable methods of transport by the installation of lighting on FP8.

(c) **BOAT (Byway Open to All Traffic):**

The Council **RESOLVED** to refer to the Finance and Administration committee consideration of the cost of applying to the Highway Authority for a Traffic Regulation Order to prohibit vehicular traffic on the BOAT. (Estimated cost to the Council £5,000)

(d) **STATION PARKING:** The clerk had been able to speak to Mr Tole at the recent SLCC meeting and he promised to return details of temporary lines by the end of September.

He reported that he needs to meet First Great Western and he thinks that there is some movement on parking charges.

(e) **THAMES WATER WORKS LOWER RADLEY:**

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Report from Thames Water (*Network Field Operations Specialist (F.O.S)– Thames Valley*):

The whole pipe has been replaced. There was still a length with an incorrect fall which was not replaced because the cost of repairs so far has already exceeded the budget. It will be managed by annual CCTV investigation and cleaning.

They still had to: Reinstate the drives down to the railway line,

Replace a faulty domestic connection once Highways give permission to dig in the road.

(e) Verges cut 2x in September

(f) REPORTS MADE:

(i) Eucalyptus Church Road. Highways did not consider that the tree is impacting on safety or use of the pavement and suggest this might be an issue for SEB as it is growing into electricity wires.

A report had been made to SEB.

(ii) 3, Lower Radley Caravan Park: Crs Standen were concerned that the resident was digging into the bank with the potential that the road might be undermined.

The site owner replies:

Further to your email with reference to 3 Lower Radley Park, I have today visited the park and in doing so I looked at plot 3, I have taken a photo of the bank and it is about the same as number 4 of which has been like that for the past 30 years so I have been made aware, also they have timber sleepers, which I presume they intend to use, at this point in time I don't think there is a problem in undermining the road, however I will make sure that no further soil is taken away.

(iii) Brambles on Greene King land encroaching onto the bus stop: The area manager says that the area will be dealt with.

118/15 CONSERVATION:

(i) TREE PLANTING:

Bob Earl asked whether the crab apple tree planted by the Parish Council on the verge outside his house could be replaced with a non-fruiting variety.

It was delegated to the Annual Rights of Way and Tree Planting working group to consider his request and communicate their decision to Mr Earl.

(ii) OXFORD FLOOD ALLEVIATION SCHEME:

Richard Dudding requested the Parish Council's attendance at a meeting with the Environment Agency (EA) on Monday 11 January, by which time the EA would have looked at the implications for areas downstream.

Cr Johnston reported that the EA hoped to have an initial line for the channel by early October and they were at present doing a wide range of boreholes to establish ground conditions.

(iii) ALLOTMENTS: Outstanding action: to discuss compensation with the allotment holders.

119/15 THRUPP LANE ISSUES: None to add.

120/15 COMMUNICATIONS: Nothing to report at present.

(i) TRANSPARENCY CODE:

Details of the transparency code for councils with a turnover up to £25,000 and over £200,000 were noted.

Although not mandatory for council's with a turnover between those figures, Cr Walker would work with the clerk to put information on the website.

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- (ii) It was noted that two more emails had been sent to database and the information duplicated on the website and in Radley News. The database stood at 429.

121/15 CORRESPONDENCE:

VALE CHAIRMAN'S AWARDS: The Council **RESOLVED** to nominate Crs Crowley and Pasquire.

122/15 MATTERS FOR REPORT: None

123/15 CONFIRMATION OF THE DATE OF THE NEXT MEETING:

Thursday 22nd October at 7.30pm in the Church Room.

Finance and Administration Committee: Thursday 8th October at 7.30pm in the Church Room.

Signed.....Date.....

(Chairman)