

MINUTES OF A MEETING OF RADLEY PARISH COUNCIL HELD IN THE CHURCH ROOM, RADLEY ON THURSDAY 22nd NOVEMBER 2018 at 7.30pm

PRESENT: Crs J Standen, Crook, Crowley, Dudding, Henderson, Johnston, D Standen, Walker, Wittneben, Yorston.

IN ATTENDANCE: 1 member of the public, District Councillor Ed Blagrove and the clerk.

166/18 APOLOGIES FOR ABSENCE: None

167/18 DECLARATIONS OF INTEREST: There were none.

DISPENSATIONS: None requested.

168/18 MATTERS RAISED BY MEMBERS OF THE PUBLIC:

Mrs Jessop summarised her position on the allocation of primary school places. She had provided detailed information and this would be an agenda item for the December meeting.

169/18 MINUTES OF THE MEETING HELD 25th OCTOBER 2018:

Corrections:

154/18: ... This required the support of **the County** and this was expected to be forthcoming.

- **RESOLVED:** That apart, the minutes were an accurate account of the meeting.

170/18 COMMUNICATIONS:

The Council had previously agreed that it would support a quarterly or bi-monthly paper newsletter to be distributed free to every household, and Cr Walton had offered to provide a draft for consideration. Cr Walton reported that she had spent 5-6 hours working on the project but had not been able to assemble sufficient suitable material. There was agreement that it was unrealistic to pursue this project unless and until someone could be found to take it on.

It had been agreed at the previous meeting that the Council should maintain a Facebook landing page signposting to the website where parish information would be posted.

The Council discussed a draft Code of Practice to provide guidance for councillors commenting on parish council business through social media.

- **RESOLVED:** to adopt the Code of Practice at Annex B.

171/18 POLICE MATTERS:

- (a) There had been reports of cars being broken into in Sandford Lane.
- (b) Smartwater: The Chairman would seek further information at the forthcoming Area Action Group.

172/18 PLANNING MATTERS:

- (a) NEIGHBOURHOOD PLAN:

RESOLVED: The Council should invite the Planning Policy and Neighbourhood Plan Steering Group to consider next steps relating to

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Neighbourhood Plan implementation and the application of the Council's expected CIL income, and to report back to the January Council meeting. Their advice should cover:

- proposals for monitoring the delivery of Neighbourhood Plan planning policies
- proposals for taking forward Neighbourhood Plan community actions, including mechanisms for updating them where appropriate
- preliminary advice on the expected quantity and timing of CIL income, and on possible projects for financial support
- advice on future membership of the Planning Policy and Neighbourhood Plan Committee and on possible consultative arrangements for taking forward consideration of priorities for the Council's share of CIL.

- (b) **Planning application P17/V1863/FUL** for development at 77-79 and 81-91 Church Road, Radley had been approved.

The clerk had queried conditions on construction traffic and the position of the proposed crossing in Church Road, to which the Vale officer's response was:

1. The wording of this condition is as asked for by the Highways Authority (OCC). Although construction traffic times are not listed explicitly, we would expect this information to be submitted as part of the Construction Method Statement under the requirements for 'vehicle parking facilities' and 'loading and unloading of plant and materials', particularly in this location opposite the school.
2. The location of the zebra crossing has not been confirmed and a condition to confirm its location will be added to the decision notice for the NW Radley site ref. P17/V1894/O. I refer to this in paragraph 6.37 of my report.

- (c) **STRATEGIC SITES:**

- (i) **NW RADLEY:** Cr Blagrove reported that the S106 agreement was being drafted and would include a condition that the new White's Lane access should be in place before work on the southern part of the site commenced, and the new Church Road access would be in place before work on the northern part of the site commenced. Councillors queried whether this meant the new Radley Road/White's Lane **junction** would be in place before any housing construction work began, a point the PC had strongly urged in responding to the planning application. They were also concerned that construction traffic emerging onto Church Lane opposite the school should be kept to a minimum.

Cr Blagrove said he would seek further advice to clarify the position.

SOUTH KENNINGTON: The S106 agreement was expected to be signed off this month. Cr Henderson reported that Redrow had agreed to construct the development with hedgehog highways.

NORTH ABINGDON: Cr Dudding asked whether any other councillor was free to attend the next meeting of the developer's liaison group on 11th December as she had a prior commitment. The meetings were a useful way of keeping in touch with progress on that development.

- (c) OCC MINERALS POLICY: Cr Johnston reported that the policy would be signed off at a County Council meeting on 23rd November.
- (d) ROMP: Cr Johnston confirmed nothing had been received by the 31 October deadline.
- (e) EXPRESSWAY:
It was proposed that the Council should join the No Expressway Alliance as was consistent with the Council's published policy to oppose the Expressway in its entirety.
 - **RESOLVED** to join the No Expressway Alliance.
- (f) RADLEY LAKES MASTERPLAN: Mr Dudding had arranged meetings with landowners other than JCSL and would report to a future meeting.

173/18 FINANCIAL MATTERS:

- (a) The reconciliation was received.
- (b) The monthly finance report was received and is appended to the minutes.
- (c) The Council noted the minutes of the 8 November meeting of the Finance and Administration Committee. The Council
 - **RESOLVED** to accept the following recommendations:
 - i) The Council should **accept a quote for cutting Gooseacre** from Ady Podbery of £65 a cut with conditions:
 - The Council contracts for 14 cuts per year (enquiries of other councils show that this is a standard base number) with further cuts as necessary depending on the length of the growing season.
 - The contractor is asked to have flexibility to arrange their schedule or make extra cuts to suit any special event.
 - The contractor should also be responsible for strimming the perimeter of the field so that the playing area can be cut as far as possible by mower.
 - That the Football Club should be permitted to carry out top up cuts provided the Club holds appropriate insurance and indemnifies the Council against any damage or injury occurring during or by virtue of their cutting the grass.
 - ii) The **grounds contract** should go to tender over the winter.
 - iii) The costs associated with the **tree condition schedule**.
 - iv) That felling the sycamore on the green in Lower Radley should be followed by **planting** a significant replacement with a budget of £600.
 - v) Subject to the release of the tax base that the **Band D equivalent** should be unchanged for 2019/20 at £60.05.
 - vi) The following **grants** should be made from the £2850 budget remaining:
 - Abingdon Bridge: £800
 - Be Free Young Carers: £500
 - Citizens' Advice Bureau: £1,300.
 - **RESOLVED** that the white lines on Footpath 8 should be repainted as early as the contractor advised.
- (d) PRECEPT 2019/20:
 - **RESOLVED** to return to the precept in December, provided the tax base had been received from the District Council.
- (e)
 - **RESOLVED** that the following accounts were approved for payment:

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Income:

Radley College	Contribution to the speed limit change on Kennington Road	3961.42
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Expenditure

	Supplier	Item	Payment	Power to act
31 10 18				
	DD Google Ireland	Email hosting	36.30	LG Act 1972 s142
08 11 18				
	101457 Seton UK	Grit bin for the car park	371.94	Road Traffic Regulation 1984
22 11 18				
	101458 HMRC	PAYE & NI	149.74	LG Act 1972 s112
	101459 OCC Pension Fund	Pension contributions	359.11	LG Act 1972 s112
	101460 Berinsfield Community Business	Gardening	189.96	LG(Misc Provisions)Act 1976, Public Health Act 1896
	101461 Jon Sherwood	Grass cutting expenses	70.00	Highways Act 1980
	101462 ST Grounds Maintenance	Empty Play area bin	50.00	Public Health Act 1936
	101463 Turtle Engineering	Service defibrillator cabinets	138.00	Public Health Act 1936
	101464 Jenks Oxford	Tree surgery	2100.00	Open Spaces Act 1906
	101465 Mrs J Mulcahy	Refund of cost of wheelbarrow for the use of the pond group	30.00	Public Health Act 1936 s260
	1014566 SLCC	Membership	175.00	LG Act 1972 S111
25 11 18				
	DD Castle Water	Water supply allotments	6.15	Allotments Act 1950
30 11 18				
	SO Mrs J Dymock	Salary, village cleaner, telephone	1089.20	LGAct 1972 s112,111, Litter Act 1983

- (f) • **APPROVED** printing of 100 copies of the Neighbourhood Plan at £550 + VAT. This was the best of three quotes sought.
- (g) **SCHOOL CROSSING PATROL:** The position had been advertised again in the school newsletter, the website, in the village shop and also to village organisations with no response. The next agreed step was to advertise the vacancy on the OCC schools' recruitment page and in the press.
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174/18 COUNTY AND DISTRICT COUNCILLOR REPORTS:

- (a) **COUNTY:**
Cr Johnston reported that he had attended a briefing on the Expressway with the Highways Agency and ascertained that both Radley and Kennington were in the

area of search. The Highways Agency had revealed that a broad line to the South worked best against their criteria.

(b) DISTRICT:

Cr Blagrove reported that the Council had agreed to reduce the number of houses proposed for Dalton Barracks in Local Plan Part 2 by 1200. Only the relevant areas would come out of the Green Belt.

The CIL spending strategy had come to a Cabinet briefing and would go to Scrutiny before being ratified by the full Council.

A Health and Welfare strategy was being created to promote a healthier Vale.

Cr Johnston reported that given the urgency of the situation, the Lib Dem group had considered that the only course of action was to endorse the proposal on the Local Plan Part 2. During the Examination in Public, he had made the point that some proposals were ill advised including the safeguarding of land in Sunningwell for a bus lane.

175/18 HIGHWAY MATTERS

(a) There were no reports of any highway problems.

(b) KENNINGTON ROAD SPEED LIMIT:

Radley College had contributed £3,961.42 towards the cost of installing the 40mph speed limit on Kennington Road between the Warden's house and Sugworth Lane.

(c) COMMUTER PARKING:

Cr Johnston offered a grant of £1,500 from his County Councillor Community Priority Fund towards the costs of a scheme for parking restriction around Radley station. This was gratefully accepted by the Council.

The Council received a report of a meeting with Lee Turner OCC Principal Officer (Traffic Schemes)(South).

It was **AGREED** that new restrictions should be installed on Church Road and the length of parking on Foxborough Road should be reduced by one car. The Council with OCC would consider where additional restrictions might be necessary.

There would be no further funding from First Great Western. OCC would fund planning for the proposals and a temporary trial of restrictions.

- **RESOLVED** that the Council would organise an informal consultation and would pay the costs of the formal consultation and installation of the lines at a total cost of £3,600.

(d) SPEED MONITORING KENNINGTON ROAD AND FOXBOROUGH ROAD:

Following advice from the Thames Valley Police Traffic Management officer, it was

- **RESOLVED** that speed monitoring should be organised in Kennington Road and Foxborough Road at a cost of £195 for each.

(e) ROAD SAFETY, CHURCH ROAD:

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OCC had added a “slow” road marking alongside the school sign on Church Road to their 2019/20 maintenance list and offered to install a warning sign alongside the Church.

- **RESOLVED** that the warning sign should be installed as soon as possible.

(f) **ROAD SAFETY IN FOXBOROUGH ROAD:**

Cr Crook made a detailed proposal that:

- i) A radar speeding sign should be installed on Foxborough Road
- ii) The Council should seek to have the speed limit in the village reduced to 20mph.

- **RESOLVED** to consider expenditure for a SIDS sign at a future meeting

Cr Johnston would investigate County policy on 20mph speed limits.

(g) **SEWER BLOCKAGE CHURCH ROAD:** Thames Water had not answered supplementary questions on the blockage fully.

- **RESOLVED:** That this should be an ongoing agenda item.

(h) **FOOTPATH 8:** A report of mud left after hedge cutting on the 12 Acre Drive end of the path would be passed to the farmer.

(i) **SALT BINS:** A new salt bin was installed in the Church Road car park near the entrance. The delivery pallet had gone to the school's Foundation Stage Unit who could make use of it.

Salt had also been added to the salt bin in Spinneys Close.

176/18 CONSERVATION:

(a) **VILLAGE POND - RAILINGS:** The Council had sought opinions on the suggestion that the fence should be removed from the front of the pond. There was concern that the considerable drop from the road into the pond area would be dangerous. It was recommended the best course of action was to reduce the height of the hedgerow on the entrance to the car park.

- **AGREED** that the Council would not proceed to seek Highways' view on the railings being removed.

(b) **LOWER RADLEY SYCAMORE:** The tree was taken down on 13th November and found to have extensive damage to the trunk. Branches were cut down to manageable lengths and left to be collected by members of the public. The trunk had been left in large lengths.

- **RESOLVED** that the large lengths of trunk should be removed.

Cr Dudding would seek neighbours' recommendations on a replacement to bring to the next meeting.

(c) **RADLEY LARGE WOOD:** Nothing further

(d) **TREE OF REMEMBRANCE:**

OCC/The Woodland Trust provided two “whips”, an oak and a silver birch, the latter of which was planted in the Lower Churchyard on 10th November.

(e) **LOWER CHURCHYARD:** Still nothing further.

(f) **ALLOTMENTS:** The clerk was beginning to offer allotments to those on the waiting list.

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177/18 THRUPP LANE ISSUES: Nothing further.

178/18 CORRESPONDENCE:

- (a) Dates of OCC Town and Parish liaison events.
- (b) Invitation to and event at the Earth Trust.

179/18 MATTER FOR REPORT: None

180/18 ITEMS FOR THE NEXT AGENDA:

- Expressway
- SIDS signs
- Lower Radley green
- Sewage blockage in Church Road

181/18 DATE OF THE NEXT MEETING:

Ordinary meeting: Thursday 13th December at 7.30pm in the Church Room, following a meeting of the planning committee if one is required.

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

ANNEX A: Draft finance report for November 2018:

DRAFT FINANCE REPORT				Revised estimates			
				Budget	Actual	Remains in	
Income				2017-18	2018-19	2018-19	<u>Budget</u>
	Precept		52,549.00	52,850.00	52,850.00	0.00	
	CTRS Grant		559.00	0.00	0.00	0.00	
	Bank Interest		355.00	600.00	0.00	600.00	
	Garden Competition Donations		0.00	500.00	0.00	500.00	
	Grants		200.00	0.00	3,961.42	-3961.42	
	Village Hall Litter Cleaning		148.42	148.20	0.00	148.20	
	Allotments Rent & Water Cha		137.04	150.00	108.76	41.24	
	Playing Field Rent		1,595.00	1,600.00	1,860.00	-260.00	
	VAT refund		2,272.04	2,272.04	2,758.75	-486.71	
	Insurance claims		0.00		0.00	0.00	
	Refund		0.00		2,843.17	-2843.17	
	Cheque paid back in		96.00				
			57,911.50	58,120.24	64,382.10	-6,261.86	
Expenditure							
	Administration						
	Overheads		23,499.94	25,572.98	14,108.46	11,464.52	
	Neighbourhood Pla		4,928.07	0.00	450.00	-450.00	
	Grants		2,387.50	3,000.00	150.00	2,850.00	
	Village Hall		2,435.46	2,050.00	0.00		
	Playing Field and pavilion		7,933.40	9,615.00	913.15	8,701.85	
	Play Area		2,013.39	2,450.00	1,027.87	1,422.13	
	Conservation		6,920.71	12,606.58	3,709.41	8,897.17	
	Village improvements		5,256.42	14,580.00	0.00	14,580.00	
	General maintenance		403.15	500.00	197.84	302.16	
	Contingency			7,500.00		7,500.00	
	VAT		2,494.82	3,000.00	662.28	2,337.72	
			58,272.86	80,874.56	21,219.01	59,655.55	
	Brought forward		198,340.97		197,979.61		
	Carried forward		197,979.61		241,142.70		

ANNEX B:

SOCIAL MEDIA

Code of conduct for councillors.

Context

It is the responsibility of the Clerk to issue and maintain formal statements setting out the views and policies of the Council, and to ensure that they are publicly accessible whether on the Council's website or through some other means. S/he may seek to draw attention to a decision or formal statement by means of an email bulletin, a post on social media, the issue of a Press Notice, a contribution to Radley News, the display of paper notices, the

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distribution of leaflets or through such other mechanism as may be agreed by the Council. S/he will not engage in subsequent dialogue about the merits of the policy but may respond on matters of fact and clarification.

Role of councillors

Within this context, councillors are encouraged to engage with local residents about parish council business, including through social media. Councillors should have regard to the following three rules when commenting on parish council business.

- Councillors should take care to represent the agreed position of the parish council accurately, where relevant referring readers to published parish council documents.
- Where a councillor wishes to express a view that is different from that of the parish council, they should make it clear that their view is personal and not that of the parish council;
- All communications by parish councillors on council business should be informative, balanced and respectful in tone, both to other councillors and to members of the community.