

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL
HELD IN THE CHURCH ROOM, RADLEY ON THURSDAY 28th APRIL 2011**

PRESENT: Cr J Standen (in the chair)
Crs Crowley, D Standen, Pasquire, Henderson, Johnston, Rogers
and Yorston
In Attendance: County Councillor Fatemian and two member of the public

51/11 DECLARATIONS OF INTEREST:

Cr Pasquire declared a personal interest in matters relating to the Friends of Radley Lakes and a personal and prejudicial interest in items relating to Radley Village Shop.

Crs J Standen, Davies and D Standen declared personal interests in matters relating to Friends of Radley Station.

52/11 APOLOGIES FOR ABSENCE:

Apologies were received from Councillors Dutton and Davies

**53/11 MINUTES OF THE ORDINARY MEETING OF THE PARISH
COUNCIL, 28th MARCH 2011:**

Corrections to the minutes:

Item 40/11(c) : Should read: "the Development Plan does not propose **any** change to the Green Belt."

Item 45/11 should read: "Letters have gone out"

Item 48/11(e) altered to read: "dumping of rubbish **in the vicinity of** the site"

Item 49/11: should read: "Residents in various parts of the village."

54/11 MATTERS ARISING FROM THE MINUTES:

- (a) **THRUPP LANE:** There had been a report of fly-tipping in a gate belonging to Wick Hall and of asbestos tipped on Mr Dockar Drysdale's land. The clerk was asked to report this.
- (b) **MOTORCYCLISTS ON PRIVATE LAND:** As requested by councillors, the clerk had written to landowners asking them to confirm that they have not given permission for motorcyclists to use their land.
- (c) **POTHoles:** Councillors were asked to report any other highway problems they encounter to the Clerk for forwarding to Highways.
- (d) **MINERALS AND WASTE STRATEGY:** The Committee had voted not to re-examine the decision made at the February Cabinet meeting to remove Radley from the list of preferred sites.

- (e) OCC PARTNERSHIP WORKING UNIT: A report had been received in response to Crs Crowley and Pasquires' questions at the meeting and it was copied to councillors.
- (f) OVERNIGHT WORKING, THRUPP LANE: The clerk had established that the lorries had been from Tarmac's site supplying concrete to overnight working at Redbridge. She had written letters of complaint to Tarmac, Network Rail and their contractor.

Tarmac's Managing Director had responded as had Gordon Tuck, District Manager. They had asked what steps could be taken to minimise disturbance to residents and offered to organise a site meeting with Thrupp Lane residents which the Parish Council would also attend.

55/11 MATTERS RAISED BY MEMBERS OF THE PUBLIC:

Dr Kashti brought a proposal from Thrupp Lane residents for improving the appearance of the approach to the village from the south end. Residents requested Parish Council support to help them to take over responsibility for verge and hedge cutting.

The Council was aware that other parishes have informal arrangements of this sort with Highways but agreed that the first step would be to ask for Highways' agreement. It was thought that such a plan would come under the umbrella of the Conservation Working Party and some concern was expressed about continuing commitment.

The clerk was asked to write to the owners of signs on the corner of Thrupp Lane regarding their poor condition and to contact the Planners to establish whether they have planning approval.

56/11 POLICE MATTERS:

HAVE YOUR SAY MEETING: It had been agreed that it would be appropriate to hold a future meeting at the station between 5.30 and 6.30pm.

57/11 PLANNING MATTERS:

- (a) NEW APPLICATIONS:

RAD/19245/1 (11/00534/FUL): Demolition of existing rear conservatory and removal of link roof. Construction of new single storey rear extensions and extend over existing link with new roof: Conchiglia, Thrupp Lane.

Cr Johnston declared a personal and prejudicial interest as a member of the planning committee and withdrew from the meeting while the application was discussed.

The Council had **NO OBJECTION** to the application.

- (b) TUCKWELL CLEUD: Crs Crowley and J Standen had attended a meeting at Oxfordshire County Council offices at which Thrupp Lane residents, their barrister, OCC counsel and officers were present. They reported that there had been useful exchange of information but there was no indication yet of a timescale for determination.
- (c) APPLICATION FOR A CERTIFICATE OF LAWFULNESS BY J CURTIS AND SONS, THRUPP LANE: There was nothing further to report. The Council will write to OCC asking whether there has been any progress.
- (d) TUCKWELLS, THRUPP LANE: Crs Crowley, Pasquire and J Standen had attended a site meeting with OCC officers and Thrupp Lane residents. Notes of the meeting will be circulated to councillors.
- (e) 1, FOXBOROUGH ROAD: It had been confirmed that any sub-division of the property would require planning approval.
- (f) TREE WORKS, BIGWOOD: The Arboricultural officer had advised that the trees posed a danger to the public and had given permission for them to be felled immediately. He is spending on site in relation to possible unauthorised felling and some work which is required.

58/11 HIGHWAY MATTERS:

- (a) MATTERS RAISED BY COUNCILLORS:
 - (i) Thrupp Lane: Residents have reported damage to the road opposite the Drysdale Close.
 - (ii) Sugworth Lane: Pothole 1m across by 15cm deep opposite the western entrance to Bigwood.
 - (iii) Lower Radley Rail Bridge: It is reported that the crack on the approach is becoming wider.

- (b) MOTORBIKES USING THE BOAT:

The clerk had reported that landowners had assured the Council that they have not given permission for motorcyclists to use their land. The clerk was asked to forward their letters and a memo of phone conversations to the police.

The police had visited the homes of van drivers seen unloading motorbikes and advised them that their bikes can be crushed if they are found there again.

The Parish Council was keen to pursue re-designation of the BOAT as either a bridleway or footpath and asked the clerk to investigate the procedure.

- (c) **THRUPP LANE:** The Earth Trust planning application was being held up subject to Highways completing a traffic survey. However, the Parish Council had followed up its response by stating that it “fully supports” the application.

59/11 FINANCIAL MATTERS:

- (a) **REPORT ON THE MEETING OF THE FINANCE AND ADMINISTRATION MEETING HELD ON 14TH APRIL:**

- (i) **Budget for 2011/12:** The committee had scrutinised the budget and had some concern at setting a deficit budget for this year, but noted that some expenditure deferred from the previous year was included.
- (ii) **Grant to the Earth Trust:** It was a condition of the Vale’s grant to the Earth Trust to support volunteering in the Parish that it was matched by the Parish Council. The committee recommended that a grant of £2,000 be made, with the same conditions as the Vale had imposed.

Councillors would like to see details of the project to support volunteering in the parish before making a decision and the matter will be a formal agenda item for the May meeting.

- (iii) The committee had discussed the continuing high cost of maintaining the pavilion and agreed that they should meet users to agree a more equitable contribution. The football club had been invited to the meeting but had not attended.
- (iv) **INSURANCE:** The Clerk has obtained alternative quotes for Parish Council insurance and the committee had asked her to obtain further quotes to fix the premium for 3 or 5 years. This would mean that values were not index-linked for the life of the policy. Zurich had quoted £ 1, 676.08/year for a 5 year term.
- (b) **FINANCIAL PACKAGE:** The clerk had requested approval of the purchase of a system that had been recommended by other clerks. It was proposed by Cr Johnston, seconded by Cr Crowley and **AGREED** purchase a subscription licence for RBS Alpha package for £295 per annum.
- (c) **APPOINTMENT OF THE INTERNAL AUDITOR:** The Council **AGREED** to re-appoint Mr Roger Symes as internal auditor.
- (d) **APPROVAL OF THE ACCOUNTS FOR 2010/11:**

The following account papers had been circulated:
Summary of income and expenditure and bank reconciliation
Parish Council Summary
Balance Sheet
Risk Assessment
Notes on the Accounts
Asset register

Internal Audit arrangements

Last year's internal audit had raised a question about the format of the asset register and this had been revised during the year. The risk assessment had been reviewed and updated.

It was proposed by Cr Johnston, seconded by Cr Henderson and the Council **APPROVED** the accounts for the year 2010/11.

(e) ACCOUNTS FOR PAYMENT:

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

Payment made since the last meeting:

378	British Gas Business	Gas supply Sports Pavilion (Local Govt Misc Provisions Act 1976 s.19)	£50.08
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Payments made at the 14th April meeting of the Finance and Administration Committee:

379	S.J Green	New door Sportsfield lean to (Local Govt Misc Provisions Act 1976 s.19)	£480.00
380	British Gas Business	Gas supply Sports Pavilion (Local Govt Misc Provisions Act 1976 s.19)	£0.86
381	HMRC	PAYE and Nat Insurance (LGA 1972 s111)	£568.40
382	OALC	Annual Subscription (LGA 1972 s143)	£465.91
383	Mrs J E Dymock	Refund for cleaning materials (Local Govt Misc Provisions Act 1976 s.19)	£47.69
384	ORCC	Annual Subscription (LGA 1972 s143)	£30.00

New payments:

385	Mrs J E Dymock	Salary (LGA 1972 s112)	£ 690.98	£777.56
		Village Cleaner	£ 86.58	
386	Mrs Karen Sharp	Salary (Local Govt Misc Provisions Act 1976 s.19)	£	148.15
387	Miss S Raven	Parish Plan expenses (LGA 1972 s111)	£	80.00
388	Miss S Raven	Balance of gratuity	£	740.00
389	MRH Services	Pavilion shower ceiling	£ 719.89	£ 1,573.27
		Install kissing gate and fence	£ 730.00	
		Install signs by new kissing gate	£ 123.38	

390	Thames Water Utilities	Water supply sports pavilion	£	65.37
391	Thames Water Utilities	Water supply allotments	£	2.58
392	OALC	The Good Councillor guide(postage only) PAYE and National	£	5.20
393	HMRC	Insurance	£	130.38
394	ASHTAV	Membership	£	25.00
395	Zurich Mutual	Parish Council Insurance (LGA 1972 s111)	£	1, 676.08

The following receipts were noted:

C Wade	Sportsfield Booking	£50.00
VWHDC	Precept	£25,000

60/11 WEBSITE:

DATA PROTECTION QUERY: A member of the public had raised a question about both names and addresses of Garden Competition winners being listed. It had been established that the information commission excludes publication of this information for literary or news purposes.

61/11 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS:

- (a) **DISTRICT COUNCILLOR:** Cr Johnston reported that all of those members who needed to had signed off all decisions, and until the new Council was in place, officers would work according to established policies.
- (b) **COUNTY COUNCILLOR:**
Cr Fatemian reported that:
 - (i) The re-opening of Redbridge had been delayed but it was hoped that once fully open, traffic problems through Kennington will be alleviated.
 - (ii) The Cabinet had taken the decision that when the Redbridge recycling centre reopens after refurbishment, it will be available during the week for trade waste only, and at weekends for personal waste only.
Councillors were concerned that restricted access will exacerbate the problem of fly-tipping in Radley.
 - (iii) Oxfordshire County Council took over the operation of concessionary bus passes on 1st April.
 - (iv) Highways maintenance: The extra funds came in on the last day of the financial year and will be allocated.

- (v) Cr Fatemian had formally asked for the decision on the Tuckwell CLEUD to go to Cabinet to be determined.

62/11 CORRESPONDENCE:

(a) FOR ACTION:

- (i) WREN: Monitoring survey on the grant made for the play area: The clerk will complete and return.
- (ii) VWHDC: Planning Service Update: It was noted that the Vale plans to provide planning training for councillors after the elections.
- (iii) VWHDC: Updating the evidence base for the Core Strategy: The clerk will check what information should be included, then return the form to the Vale
- (iv) VWHDC: Residential Parking Policy for New developments: Councillors were asked to view the consultation online and send any comments to the clerk.

(b) FOR INFORMATION:

- (i) S. Urry: Sandford Lane site: Mr Urry has been advised that any development on the site will require planning approval.
- (ii) OCC: Changes to the Area Steward's team were noted.
- (iii) Greene King: Land adjacent to the Bowyer Arms, Radley. Greene King had replied to the Council's enquiry that it has no plans to sell the site at present. It will be pointed out that the area is an eyesore and they will be asked to clear the undergrowth and maintain the site.
- (iv) D. Reynolds: Notice of intention to object to planned allotments.
- (v) Tetbury Accounting Limited: Parish council payroll: Costs were noted.

Date:

Chairman