

**MINUTES OF THE ANNUAL MEETING OF RADLEY PARISH COUNCIL HELD
IN THE CHURCH ROOM, RADLEY ON THURSDAY 23RD MAY 2013**

PRESENT: Cr J Standen (Chairman), Crs Crowley, Davies, Henderson, Howard,
Johnston, Pasquire, Platts, D Standen and Tomlinson.

In attendance: The clerk.

64/13 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Cr Crowley took the chair for the Chairman election.

Proposed by Cr Howard, seconded by Cr , Cr J Standen was **ELECTED**
Chairman of the Parish Council.

Proposed by Cr Johnston, seconded by Cr D Standen, Cr Crowley was **ELECTED**
Vice-Chairman for the year.

The Chairman and Vice-Chairman signed their Declarations of Acceptance of Office.

65/13 DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST:

There were none.

DISPENSATIONS: No requests were received.

66/13 APOLOGIES FOR ABSENCE: There were none

67/13 MATTERS RAISED BY MEMBERS OF THE PUBLIC: There were none.

68/13 COUNCILLOR VACANCY: The closing date for applications that an election should
be held was Tuesday 28th May.

It was agreed that if there were no such requests, the Council would move to co-opt
and would meet at 7pm on Thursday 27th June to consider any expressions of interest.

69/13 ELECTION OF COMMITTEES AND ADVISORY WORKING GROUPS:

(NB: The Chairman and Vice-Chairman are ex-officio members of all committees and
advisory working groups.)

Memberships were **RESOLVED** to be:

- (a) **FINANCE AND ADMINISTRATION COMMITTEE**
Cr L Pasquire, Cr R T Johnston, Cr J Platts, Cr D Standen, Cr Howard.
- (b) **LIAISON COMMITTEE- RWENpower**
Cr J Platts, Cr D Standen, Cr L Pasquire
- (c) **Annual Tree Planting/Maintenance of Footpaths Advisory Working Group:**
Cr J Platts, Cr C Henderson, Cr R T Johnston, Cr K Tomlinson
- (d) **GARDEN COMPETITION ADVISORY WORKING GROUP:**
Cr J Platts, Cr L Pasquire, Cr P Howard
- (e) **WEBSITE WORKING PARTY:**
Cr L Pasquire, B Crowley
- (f) **CONSERVATION WORKING PARTY (NATURE):** Current membership:
Cr B Crowley, Cr P Howard, Cr D Standen, Abingdon Naturalists Society,
Radley College
- (g) **VILLAGE POND MANAGEMENT COMMITTEE:** Mrs Inga Doherty, Radley
Primary School, Radley College, Cr Denis Standen.
- (h) **RADLEY WETLAND CENTRE MANAGEMENT GROUP:** Cr B Crowley

70/13 TERMS OF REFERENCE:

Terms of reference and working arrangements for the Parish Council were **ACCEPTED** and re-adopted, with the following addition to the Standing Orders:

“Where a committee member is unable to attend a meeting, they may appoint a substitute member; provided that the nominating councillor a) has the agreement of that member and b) informs the Clerk prior to the commencement of the meeting.”

71/13 REPRESENTATIVES FOR OUTSIDE BODIES:

Representatives for the next year were **RESOLVED** as:

- (a) Village Hall Management Committee: Cr C Henderson
- (b) Parish Transport Representatives: Ms K Tomlinson
- (c) Southern Electric – Link : Cr J Standen
- (d) Oxfordshire Playing Fields Association: Cr J Platts
- (e) Thames Valley Police: Country Watch: Cr L Pasquire, Neighbourhood Action Group (NAG): Cr E Davies / Cr J Standen alternate

72/13 PLAYING FIELD CO-ORDINATOR:

Cr Platts was appointed to the post, with Cr D Standen as Deputy.

73/13 MINUTES OF THE MEETINGS HELD ON 25th APRIL 2013:

The minutes were accepted to be a true record and signed by the Chairman.

74/13 PROGRESS REPORT ON MATTERS ARISING FROM THE MINUTES:

- (a) LAFARGE: The clerk was pressing for the promised information.
- (b) EARTH TRUST: The Thrupp Lake management plan was posted on their website.
- (c) CULHAM MOTOCROSS: Nothing to report.
- (d) CHURCH ROAD BUS STOP: Cr Howard and the clerk were due to meet the OCC officer on site.
- (e) POWER LINES, LOWER RADLEY: Trees growing into the wires were reported and Southern Electric was arranging to have them cut back.
- (f) GARDEN BUILDING, FOXBOROUGH ROAD: Reported to Enforcement
- (g) BUS SHELTERS: The village shelters were cleaned on Friday 10th May. The clerk reported that it was not possible to fully clean the Radley College stop as the hedge behind made it impossible to reach most of the back. The clerk would ask David Anderson if this could be cut back.
The contractor also promptly as far as possible cleaned graffiti off the Pebble Hill bus shelter and would quote for the annual deep clean of the pavilion.
- (h) PAVILION: Energy saving measures: A meeting with was arranged with Mr Anderson on 12th June.
- (i) RADLEY LOWER CEMETERY: Information requested had not been received.
- (j) THRUPP LANE: WS Atkins (OCC contractor) had surveyed the road.
Cr Johnston reported that in his County Council capacity, he had been briefed on the situation in Thrupp Lane. As a condition of the Wetland Centre planning approval, the Earth Trust and OCC would contribute towards highway improvements and Cr Johnston would contribute some of his Stewardship funding. Improvements would include passing places. Works were scheduled for the next financial year.
- (k) 18 SUGWORTH LANE: Enforcement accepted that a builders’ business was operating

from the property but on balance did not find that it did not change the balance of use from residential to business so did not find that there was a material change of use in planning terms.

75/13 POLICE MATTERS:

- (a) BUS BAYS, CHURCH ROAD: PCSO Wright would be asked to monitor whether there was any parking in the designated stops at school times.
- (b) Neighbourhood Action Group: Cr Davies would attend a NAG meeting on 13th June.

76/13 PLANNING:

- (a) PLANNING APPLICATIONS:
P13/V0996/HH - Demolition of existing timber lean to side extension. Proposed side extension and garage - 147 Sugworth Lane: **NO OBJECTION**
Two applications had arrived since the publication of the agenda and in accordance with Standing Orders, it was **AGREED** that they would be discussed at an extraordinary meeting of the Council on 6th June.
- (b) DECISIONS:
P13/V0599/EX - Extension of time limit for planning permission P10/V0148 - 30 Sugworth Lane Radley Abingdon Oxon OX14 2HY - Permitted
P13/V0607/FUL - Proposed glazed extension to front of boathouse flat- The New Boathouse Lower Radley Abingdon Oxfordshire OX14 - Permitted
- (c) OTHER APPLICATIONS: For information only – no action necessary: None

77/13 FINANCIAL MATTERS:

- (a) ACCOUNTS FOR PAYMENT: It was proposed by Cr Johnston, seconded by Cr Tomlinson and **RESOLVED** that the following payments should be made:

Receipts

10066	J Treloar	Allotment rent 1/2 year	5.00
		Donation to the Garden	
10065	Mr E Attia	Competition	75.00
	BAC		
	S HMRC	VATrepayment	3,006.43

Payments

			<u>Power to Act</u>	
DD	Peninsula	HR Advice	LGA 1972 s111	79.20
DD	British Gas	Pavilion gas	LGA (Misc Provisions)1976	93.12
673	Mrs J E Dymock	Net Salary (May)	LGA 1972 s112	987.28
		Village cleaner (June)	Litter Act 1983/LGA 1972 s112	
674	Mrs J E Dymock	Refunds/Expenses	LGA 1972 s111	48.09
675	HMRC	PAYE, NIC	LGA 1972 s112	151.68
676	OCC	Pension contributions	LGA 1972 s112	248.44
677	ST Grounds Maintenance	Empty litter bin Play Area	Litter Act 1983, ss.5,6	50.00
678	Berinsfield Community Business	Gardening	LG(Misc Provisions) 1976	233.22
679	SH Lewis Cleaning Ltd	Bus shelter 1st clean	LG (Misc Prov) 1953 s4	96.00

		Graffiti removal	Public Health Amendment Act 1890 s.44	
680	MRH Services	Play Area Inspection	Litter Act 1983, ss.5,6	128.50
		Re-fix litter bin	Public Health Act 1875, s.164	
681	Radley College	2 cuts Playing Field grass	LGA 1772 s137	37.08
682	Oxfordshire South & Vale Citizens Advice Bureau	Donation (rewritten - replaces chq 656 returned)	LGA 1972 s111	1,000.00
683	Zurich	Insurance renewal (inc 6% IPTax)	LGA 1972 s137	1,690.00
684	Copycat Services	Printing (Garden Competition leaflets)	Public Health Amendment Act 1890 s.44	50.00

The clerk was looking for alternative prices for the Flygt pump service

- (b) **INSURANCE:** It was noted that the Council was still within its fixed price contract. Terms remained the same with the addition, at no extra cost, of legal protection cover.
- (c) **LOWER CHURCHYARD:** On a proposal by Cr Pasquire, it was **RESOLVED** that Berinsfield Community Business should be asked to quote for grass and hedge cutting. On a proposal by Cr Crowley, it was **RESOLVED** that, based on costs provided by the PCC, the Council would pay half of the costs of maintaining the Churchyard this year. Cr Henderson and the clerk were delegated to meet the PCC to discuss the transfer of the Churchyard and report back to the Council.
- (d) **BUS SHELTER:** On a proposal by Cr Johnston, the Council **RESOLVED** to accept a quote from Bus Shelters Ltd in the price of £4,514.59 for the supply and installation of new shelter. Bus Shelters Ltd was OCC's preferred contractor and they had verified that this was the best price.
It was **AGREED** that the shelter should have polycarbonate panels with anti-graffiti treatment.
- (e) **REPORT OF THE INTERNAL AUDITOR:** Mr Symes was on holiday so his report would not be available until the next meeting.

78/13 REPORTS FROM THE DISTRICT AND COUNTY COUNCILLOR:

- (a) **FROM THE VALE:** Cr Johnston reported that the Vale was very quiet at present but there were two points of interest for Radley:
 - (i) The consultation on the Draft Local Plan had closed and no change was planned to the Green Belt.
 - (ii) It had been confirmed in writing that the policing budget remained unchanged for the year so the CCTV proposed for Abingdon was set to continue.
- (b) **FROM THE COUNTY:** Cr Johnston reported that:
He had received his Induction and attended his first meeting.
He had at his disposal a Big Society Fund of £10,000 to be allocated to clubs and societies and non-profit organisations and, subject to some conditions, to be spread as fairly as possible across the division.
Area Stewardship money of £60,000 was available which County Councillors were encouraged to spend on such items as weed killing and sign cleaning. Cr Johnston

asked the Council to consider in time for next month's meeting which road was weediest and he would endeavour to have it cleared.

A Localities budget of £60,000 was available to cover the villages to be spent in a collaborative fashion and a bid had been submitted for funds to be spent on the route of the 35 bus.

Cr Johnston had secured a place on the Planning and Regulation committee

It is the view of County officers that there was no point in trying to convene the Liaison group until the ROMP was determined.

The Council enquired about the status of the Minerals and Waste Plan and Cr Johnston confirmed that it remains suspended.

79/13 THRUPP LANE ISSUES:

- (a) HIGHWAYS AND TRAFFIC: Dealt with above
- (b) PLANNING - ROMP: No further information.
- (c) RADLEY WETLANDS CENTRE: Cr Crowley proposed an agenda item for the June meeting for the Council to consider contributing to repairs to the Lily Shelter.
- (d) LIAISON GROUP SITE VISIT: Cr J Standen reported that it was a very informative walk round. Those present saw the areas that the company was proposing to restore and noted that it was planning in the main to leave land as it has established itself. The company was working closely with the Earth Trust regarding Thrupp Lake.

80/13 HIGHWAY MATTERS:

- (a) LIME TREE, Whites Lane: It was noted that one of the trees had been knocked over. It was **RESOLVED** that it should be referred to the Tree Planting working group to make recommendations on replacement.
- (b) RADLEY STATION: The Council noted that residents were very upset at the commuter parking which had now spilled onto Foxborough Road, Church Road, Stonhouse Crescent, St James Road and the bridge. Cr J Standen reported that Network Rail had said that if parking continued to be a problem, it would pay OCC's costs in imposing parking restrictions.
It was **RESOLVED** that the Council would write to Network Rail insisting that charges should be rescinded as they penalise rail users who are unable to pay extra charges on top of rail fares.
It was **RESOLVED** that if Network Rail will not remove charges, the Council would insist that parking restrictions must be imposed.

81/13 CONSERVATION:

GARDEN COMPETITION: Update

Donations: £550 in total had been received from Lafarge, RWEpower, Berinsfield Community Business and Mr Attia. Peachcroft Farm would donate strawberries for the lunch and Abingdon Garden Plants would organise the prizes and supply them at a discount.

Deliveries: Radley Guides were able to deliver to most of the centre of the village. Councillors kindly agreed to deliver Clerk of the Green Cloth voting papers while delivering leaflets to other areas. A speaker was still required but 5 guides 8 judges were confirmed

82/13 CORRESPONDENCE:

FOR ACTION:

- i PLAY AREA QUARTERLY INSPECTION REPORT. Recommendations were noted and it was **RESOLVED** that Mr Herring should be asked to carry out repairs at the time of the next quarterly inspection, subject to an acceptable quote.
- ii REPORT OF NOISE:
A resident of Lower Radley reported nuisance noise from boats on the river. He would be advised to contact Environmental Health when the disturbance occurred.

FOR INFORMATION: Received:

- i Rural Service Network: Rural Vulnerability Service - Fuel Poverty
- ii Peninsula Graphite: The Bottom Line Express: Weekly updates.
- iii Thrupp Lane residents: request for information on Peninsula Graphite
- iv News from the Oxfordshire Woodfuel Programme
- v CPRE Response to Vale's Draft Local Plan
- vi Rural Services Network: Weekly Email News Digest
- vii Parish Online Newsletter
- viii Rural Services Network: Rural Opportunities Bulletin
- ix Fields in Trust May ezine
- x LCR Online: Newsletter
- xi Crimestoppers says NO to Illegal Tobacco - editorial
- xii ORCC: Dementia-Friendly Communities
- xiii Photography Enquiry: Matthew Friendly
- xiv SLCC: News Bulletin
- xv SLCC: The Clerk magazine
- xvi New SITA Trust QEII Fields Fund opening
- xvii Carers Oxfordshire Monthly Update - April 2013
- xviii OCVA May 2013 Funding newsletter
- xix NALC: Thank you and feedback on Wednesday's APPG meeting
- xx Stephen Hodge Associates Newsletter: Exams and Examinations
- xxi Open Spaces Society: Growth and Infrastructure Act 2013 - the effect on greens
- xxii OPFA: Oxfordshire Playing Fields Association Spring Newsletter

83/13 MATTERS FOR REPORT: None were raised.

84/13 DATE OF THE NEXT MEETING:

Ordinary Meeting: Thursday 27th June 2013 at 7.30pm in the Church Room

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

(Chairman)