

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 24 JULY 2008
AT 7.30 PM**

PRESENT: Cr J Standen (in the Chair)
Crs Crowley, Davies, Henderson, Johnston, Nutt, Rogers, D Standen,
Wilson

117/08 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cr Yorston.

118/08 DECLARATIONS OF INTEREST

Cr Crowley declared a personal and prejudicial interest in activities, finances and the legal position of Save Radley Lakes, and Cr Johnston declared an interest in village hall matters as Secretary to the Radley VHMC.

**119/08 MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 26
JUNE 2008**

The Minutes of the Ordinary Meeting of the Parish Council held on the 26 June 2008 were **APPROVED** and signed by the Chairman with the following amendments:

Minute 107/08 (a) should read: “The Clerk was pursuing the meeting with Cynth Napper ...”

Minute 107/08 (b) should read: “Four estimates had now been received ...”

120/08 CLERK’S REPORT ON BUSINESS ARISING OUT OF THE MINUTES

- (a) **SCHOOL CROSSING PATROL PERSON:** It was noted that the school had been advertising this throughout the Parish, and that the Clerk had put information in her report in Radley News.
- (b) **APPLICATION FROM H TUCKWELL & SONS LTD:** The Chairman and Cr Crowley reported on the discussions by the OCC Planning and Regulations Committee on the 21 July 2008, indicating that Tuckwells had been granted an extension of one year from the date of the meeting with lots of conditions. One of the conditions was that they must stop the import/export side of the business, but an email from Mr Wilson today indicated that this side of the business was continuing. An Environment Statement was required, and Cr Johnston indicated that he would try to ensure this went to the full committee.
- (c) **LAND REGISTRY:** No further information was available to date.

- (d) COPSE – CHURCH ROAD: Nothing further had been heard about the lease.
- (e) AWARDS TO LOCAL PEOPLE: The Clerk would follow this up with the Chairman.
- (f) LEADBITTER HOARDINGS – RECENT DEVELOPMENT IN STONHOUSE CRESCENT: The hoardings had not been removed, and the Clerk was following up with Leadbitter.
- (g) PLAY AREA: The further deterioration had been reported to Playdale.
- (h) NETWORK RAIL: Nothing further had been heard from Network Rail.
- (i) GRANT APPLICATION – ADDITIONAL PARISH CLEANSING GRANT 2008/2009: It was noted that a grant of £440.00 had been awarded to the Parish Council.
- (j) MATTERS ARISING FROM ANNUAL PARISH MEETING, 9 MAY 2008:
 - (i) RAILWAY STATION: The question of Real Time Displays and position of speakers had been raised at the Station Adoption meetings. Network Rail had indicated that verbal announcements would still be required even with RTD, but the position of the speakers would be reviewed.
 - (ii) LITTER BINS: The provision of more litter bins would be put on a future agenda. The Clerk was criticised for not putting this on an earlier agenda as it was considered that more priority should be given to matters raised by the community, and litter was a real problem in the village despite the good work of the village cleaner.
 - (iii) DOG LITTER BIN: It was noted that the bin was being emptied on a regular basis now.
 - (iv) TUCKWELLS: The DC Environmental Officer had agreed to have a look at the question of noise from bleeping vehicles. However, he felt that little could be done about general machinery noise during the daytime, but the replacement of reversing beepers with brook spectrum reversing alarms might be feasible. It was understood that this was one of the conditions given by the OCC.
- (k) DRAFT VALE SUSTAINABLE COMMUNITY STRATEGY/THE SOUTH EAST REGIONAL SUSTAINABILITY FRAMEWORK: The Councillors noted the comments made by Cr Yorston which had been circulated to them after the last meeting.

121/08 POLICE MATTERS

The Parish Council were disappointed that the police, who had come along at 7 pm had not stopped to meet the Councillors. The following matters had been raised by the police through the Clerk:

- (a) **CRIME IN THE PARISH:** The figure of 81 crimes quoted in the last minutes was probably too high, and that the number of crimes was more in the region of 50. Twenty-four of these had been reported from Radley College, some were outside the Parish Council boundary and some had been down Thrupp Lane. There were no drug problems in the Parish at the moment.
- (b) **MOTORCYCLISTS – STONHOUSE CRESCENT:** The police were writing to residents of Stonhouse Crescent and speaking to one resident. There might be a need to remove the motorcycle from this resident.
- (c) **SEATING – ENTRANCE TO RAILWAY STATION:** The police were worried about the new seat which had been placed at the entrance to the station, and felt that it should be removed. The Parish Council considered that the seat should be left and that the position should be reviewed should there be problems in the area.
- (d) **VILLAGE HALL – VANDALISM:** The police had caught the people responsible for breaking the window at the Village Hall. It was not known if they knew who spread the broken glass around the play area.

The Parish Council raised the following matters:

- (i) **POLICE PRESENCE:** It was essential that there was a regular police presence in the Parish, and that the public were aware who their police were. The Clerk indicated that she had asked Sgt Charlie Pollard to come along and meet the Parish Councillors and had also asked if there were any posters giving photographs of local police and community support officers, but she would follow this up again.
- (ii) **TRAVELLERS:** The Clerk was asked to thank the police for their prompt action in moving on the travellers who had camped in the Church Road car park.
- (iii) **MOTORCYCLISTS – USE OF AREA BY THRUPP LANE:** There had been increased motorcyclist activity in this area, and this should be drawn to the attention of the police.
- (iv) **NAG MEETING:** It was noted that the meeting planned for the 24 July had been cancelled, and NAG would be reconvened in September.

122/08 PLANNING MATTERS:

(i) New Applications:

- (a) RAD/20575 – Erection of single storey rear extension with dormer window to front and rear, 13 Badgers Copse: No objections subject to this conforming to the DC Design Guide for Extensions.
- (b) ABG/SAH/RAD/20577-A – Display of temporary signs for farmers market (signs 1-6 and 8-15): No objections
- (c) RAD/237/106-LB – Internal and external alterations to Social A and B buildings, Radley College: To be circulated to Planning Parish Councillors.

(ii) Misc:

- (a) RAD/46654/1 – 115 Lower Radley: There were concerns about the size of the garage being erected, and the Clerk was asked to draw this to the attention of the DC Monitoring Officer.

123/08 APPLICATION FOR TOWN GREEN STATUS – THRUPP AND BUILFIELD LAKES, RADLEY

It was noted that the application regarding the Sutton Courtenay Landfill Site had been agreed by the OCC, with a unanimous vote. The new development would take 400,000 tonnes of pulverised fuel ash, although the spokesman for RWE Npower had not given an assurance that Thrupp Lake would not be needed. **IT WAS AGREED** asking if a meeting of the Radley Local Liaison Group could be held.

124/08 FINANCIAL MATTERS

- (a) PUBLIC MEETING, 11 JULY 2008: It was noted that sound equipment had been hired for the meeting at a cost of £100, and that this bill had been met by Cr D Standen as it needed to be settled before the Parish Council could consider the matter. It was proposed by Cr Johnston, seconded by Cr Wilson and **AGREED** that the Parish Council should meet the cost and that Cr D Standen should be reimbursed.
- (b) REPORT OF FINANCE AND ADMINISTRATION COMMITTEE, 17 JULY 2008: Cr Crowley presented the report:
 - (i) APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN: It was noted that Cr Crowley had been appointed as Chairman for 2008/2009 and Cr Rogers had been appointed as Vice Chairman for the same period.

- (ii) **APPOINTMENT OF PLAYING FIELD COORDINATOR:** It was noted that Cr Nutt had been appointed as the Playing Field Coordinator for 2008/2009.
- (iii) **REVIEW OF TERMS OF REFERENCE:** It was noted that the Terms of Reference were reviewed. The Playing Field Coordinator was currently pre-authorised to arrange for Urgent Essential Maintenance to be carried out at a cost per incident of up to £200. It was proposed by Cr Crowley, seconded by Cr Johnston and **APPROVED** that the sum should be increased to £400.
- (iv) **VILLAGE POND:** The estimated volume of water had been assessed with the assistance of Cr D Standen.
- (v) **PARISH PLAN:** The Clerk reported that Anton Nath, ORCC, had been in touch with the Clerk to ascertain whether the Parish Council was pursuing this. It was noted that a public meeting would be held later in the year.
- (vi) **COMMUNITY NOTICE BOARD:** It was noted that Mr Paul Gamble was following up the building of a Community Notice Board, but this depended on whether one of Radley College pupils wished to take on this project.
- (vii) **FUNDING TOWARDS NEW VILLAGE HALL:** There was discussion on the agreement to take out any funding towards the new village hall and **IT WAS AGREED** that further consideration should be given to this when the revised budget 2008/2009 and budget for 2009/2010 were prepared. The fact that the Parish Council had started building up a budget would be useful when applying for grants to bodies such as WREN.
- (viii) **ACCOUNTS FOR 2008/2009:** It was reported that the expenditure during the first quarter had been reviewed and it was noted that this did not alter the overall balances estimated for the end of this financial year. The money allocated for the CCTV system was still in the budget, but the changes would be made when the revised budget was prepared October/November 2007.

There was discussion on the Garden Competition income and expenditure, but this had not been finalized to date. It had been agreed that in view of the low sponsorship received, the winners should be given prizes of plants only, and the runners up should be given prizes of £10 each. It was proposed by Cr Henderson, seconded by Cr Davies and **AGREED** that this action be endorsed by the Parish Council.
- (ix) **ACCOUNTS FOR 2007/2008 – REPORT OF INTERNAL AUDITOR:** The Clerk reported that the Internal Auditor had not made any points which the Parish Council needed to follow up.
- (x) **REVIEW OF REGISTER OF RISKS 2008:** It was noted that the 2007

Register of Risks had been reviewed for 2008, and the following changes made:

- (a) The two new bus shelters were added
- (b) The risk relating to the Judicial Review in relation to Thrupp Lane should be added as a specific item.

The Parish Council considered the amended Register of Risks and these were **APPROVED**.

(xi) **REVIEW OF SALARIES OF VILLAGE CLEANER AND CARETAKER/CLEANER, SPORTS PAVILION:** It was proposed by Cr Wilson, seconded by Cr Davies and **AGREED** that the Parish Council should give the same percentage increase to the Village Cleaner and the Caretaker/Cleaner as the Clerk is awarded. The increase for the Clerk is being discussed at national level and is not yet known.

(xii) **ACCOUNTS FOR PAYMENT:** It was noted that the following accounts had been paid:

- (i) HM Revenue & Customs PAYE (Post Office Ltd): £260.94
- (ii) Chubb Fire Limited – Fire Extinguishers: £192.97
- (iii) Southern Electric – Sports Pavilion: £253.68
- (iv) ITT Water & Wastewater UK Ltd – Sports Pavilion: £766.02

It was noted that there had been correspondence from a Debt Collector and a Solicitor in relation to the last payment to Thames Water. In fact the correspondence from the Debt Collector had arrived after the bill had been cleared through the Bank (2 June 2008) and the letter from the Solicitor had arrived in the last few days. The Clerk was ascertaining how other Parish Councils dealt with payments of this nature as more reminders/enquiries regarding payments were being received.

(xiii) **DATE OF NEXT MEETING:** It was noted that the next meeting was scheduled for Thursday, 20 November 2008, at 7.30 pm in the Church Room. The meeting scheduled for 16 October 2008 was cancelled.

(c) **ACCOUNTS FOR PAYMENT:** It was proposed by Cr Johnston, seconded by Cr Nutt and **AGREED** that the following accounts should be paid.

- (i) Miss S E Raven: £521.43
- Salary, July 2008: £398.55
- Village Cleaner, August 2008: £64.92
- Reimbursement for Engraving of Cups,
Garden Competition: £48.18
- Reimbursement of Food for Garden

	Competition lunches:	£9.78
(ii)	Mrs K Sharp – Salary, July 2008:	£142.76
(iii)	Mr D Standen:	£166.92
	Mileage Claim for Parish Council Journeys to Steeple Aston/Didcot:	£66.92
	Reimbursement of Cost of Sound System:	£100.00
(iv)	Mrs J Standen – Reimbursement for Garden Competition Lunches:	£47.50
(v)	Mr G Rogers – Petrol Reimbursement, Garden Competition:	£14.01
(vi)	Thames Water – Allotments:	£11.66
(vii)	Thames Water – Sports Pavilion:	£60.12
(d)	CAR PARK, CHURCH ROAD:	
(i)	COPSE, CHURCH ROAD: There had been complaints about the height of the growth. This had been cut back this week and would be done on a monthly basis in future.	
(ii)	PROVISION OF BARRIER: The Clerk was asked to get some costings for the provision of a barrier.	

125/08 CONSERVATION

- (a) CONSERVATION WORKING PARTY (NATURE): The Clerk reported that she was hoping to arrange a meeting with Cynth Napper from the Oxfordshire Nature Conservation Forum (ONCF) during August.
- (b) PLACES FOR PEOPLE – FOOTPATH 8: Cr Wilson reported on a meeting with a representative from Peter Mansbridge and Son, and felt that this would be a suitable tender to accept. However, it would cost more to clear the growth on the other side of the footpath, and the Clerk was asked to obtain an estimate of the cost of doing this work before a final decision was taken.
- (c) GARDEN COMPETITION: The Parish Council noted the list of prize winners.
- (d) ACTION ON “ENVIROCRIMES” – POWERS FOR PARISH COUNCILS: No date had been arranged for this meeting.
- (e) VILLAGE POND: The volume of water was now known, and the Clerk would purchase the cleaning material.

126/08 HIGHWAY MATTERS:

- (a) THRUPP LANE: The result of the vehicle count was not known.
- (b) RADLEY COLLEGE – COLLAPSE OF BANK: The bank had been repaired, and no flooding occurred during recent heavy rain.
- (c) SPEED LIMIT – RADLEY/SUNNINGWELL TURNS, OLD A34:
- (d) CONDITION OF ROAD BY 35/36 STONHOUSE CRESCENT: This work had now been undertaken.
- (e) LOWER RADLEY – SPEED LIMIT:
- (f) UNEVEN KERB, 33 CHURCH ROAD:
- (g) CATHARINE CLOSE:
- (h) POTHoles THROUGHOUT THE VILLAGE:
- (i) PEDESTRIAN SIGNS, LOWER RADLEY:
- (j) SUGWORTH LANE:
- (k) LOWER RADLEY:
- (l) CORNER OF SUGWORTH LANE/OXFORD ROAD:
- (m) WEEDS IN GUTTERS:
The Clerk was following up these matters with the OCC Highways.
- (n) PROVISION OF BUS SHELTER: The application had not yet been prepared for the additional bus shelters.
- (o) FOOTPATH 9: The OCC Footpaths Officer had agreed to inspect these hazards when next in the area.

127/08 STATION ADOPTION

The Chairman reported that there had been a useful meeting with Adrian Saunders, OCC, Steve England, Network Rail, and a small group of people interested in adopting the station. Although more work needed to be undertaken by the OCC/Network Rail in relation to landscaping, providing water on the station, providing a shed for tools, etc, the people interested in helping had **AGREED** to set up a group called Friends of Radley Station, and the first meeting of this group would be held on the 1 August 2008.

128/08 PLAYING FIELD MATTERS:

- (a) CCTV EQUIPMENT: The Parish Council did not consider it appropriate for the Radley Youth Club to provide CCTV equipment inside the sports pavilion as the sports pavilion was used by other groups.
- (b) PLAY AREA – RESULT OF VANDALISM AT VILLAGE HALL: Crs D Standen and Nutt, the Clerk and her husband were thanked for their help with clearing broken glass from the play area.

- (c) **PLAYING FIELD:** It was noted that the double gate at the playing field could not be locked without a chain, and Cr Nutt was authorised to purchase a suitable hardened chain.

129/08 SOUTH EAST ENGLAND REGIONAL ASSEMBLY – REVIEW OF SUB-REGIONAL ALLOCATION OF PRIMARY LAND-WON AGGREGATES IN THE SOUTH-EAST: Cr Crowley reported in detail on this report and outlined the replies he thought the Parish Council should make. The Parish Council accepted these comments, and **IT WAS AGREED** that Cr Crowley should submit the Parish Council's response through the internet.

130/08 PROPOSALS FOR NEW VILLAGE HALL

There was discussion on the public meeting held on 11 July 2008. Parish Councillors were reassured by the straw poll vote taken at the meeting, which showed that about 50% of the audience were in favour of the proposals, although it was clear that a lot of people were unhappy about the possibility of asking for housing on the current Gooseacre Playing Field. It was **AGREED** that a further meeting of the Village Hall Working Party should continue to meet to consider all options in relation to the provision of a new village hall.

The Working Party would be asked to consider the letters received from the Guides, Brownies and several residents.

131/08 PARISH WEBSITE

It was noted that a further Councillor would be required to join the WebSite Working Group following Cr Wilson's resignation from the Parish Council. Cr Wilson was thanked for taking the initiative in setting up the website and for the work he had undertaken on this.

132/08 REPORT OF DISTRICT AND COUNTY COUNCILLOR

The following report from the District and County Councillor was given to Councillors:

- (i) **District Council:** Both the Vale of White Horse District Council and South Oxfordshire District Council has agreed to move forward with the joint arrangement for senior management. However, it was clear that any saving made would amount to about two years of the required financial savings. The provision of bus passes was costing the DC about £900,000 a year, and 3% cash savings had been made each year. Despite the problems, it had to be remembered that the DC had the eighth lowest Council Tax in the country.
- (ii) **Oxfordshire County Council:** Cr Johnston was pleased to report that the required work on improving the road at Stonhouse Crescent had been

undertaken. OCC Highways had serious problems in relation to recruitment and were carrying a high level of vacancies which was causing tremendous problems for that department.

133/08 CORRESPONDENCE

(i) FOR ACTION

- (a) Oxfordshire County Council:
 - (i) Review of Octabus Dial-a-Ride Service. Comments were received from one of the disabled residents of Radley.
 - (ii) Cycling with children poster: The poster would be put on Parish Council notice boards.
- (b) Vale of White Horse DC:
 - (i) Vale of White Horse Housing Needs Assessment: It was noted that some people would receive questionnaires for completion.
 - (ii) Local Council Liaison Event 2008, Wednesday 5 November 2008, at Wantage Civic Hall, from 6 – 9 pm: It was noted that the Chairman and one other Councillor were invited to attend.
 - (iii) Fell two diseased trees at Bigwood Park: **IT WAS AGREED** that this work was essential.
- (c) South of Oxford Urban Extension – Review of Oxford Green belt and provision made for 4000 houses to the south of Oxford. Comments required by 25 August 2008: The Parish Council **AGREED** that it was opposed to this suggestion because of its use of the Green Belt.
:
- (d) Abingdon Marathon, 19 October 2008: Details would be put in Radley News.
- (e) Oxfordshire Partnership
Oxfordshire 2030: A partnership plan for improving quality of life in Oxfordshire: The Parish Council did not wish to respond.
- (f) Oxfordshire Association of Local Councils:
 - (i) Update for Members, July 2008
 - (ii) Update for Members, 14 July 2008
 - (iii) NALC – Governance and Accountability – A Practitioners’ Guide 2008: It was noted that this was available on NALC’s Web-site, but it was **AGREED** that a printed copy was required for the Parish Council.

(ii) FOR INFORMATION

- (a) Oxfordshire County Council:
 - (i) Countryside Service, Annual Report 2007-2008
 - (ii) Oxfordshire Highways Annual Report
- (b) Vale of White Horse DC – Community Safety Newsletter Summer 2008
- (c) Oxfordshire Rural Community Council:
 - (i) Review, Spring/Summer 2008
 - (ii) News Bulletin, July 2008
- (d) Oxfordshire Association of Local Councils – Minutes of AGM 2008
- (e) Oxfordshire Playing Fields Association Newsletter, The Playing Field, Summer 2008
- (f) CPRE Oxfordshire Campaign Briefing, 30 June 2008
- (g) Clerks & Councils Direct, July 2008
- (h) RailWatch, July 2008
- (i) Abingdon & District Citizens Advice Bureau, Annual Report 2007/2008
- (j) Oxfordshire Business Enterprises – Local Support to Enterprising Residents
- (k) Abingdon and Witney College: Part Time Course Prospectus 2008/2009

134/08 COOPTION OF PARISH COUNCILLORS

The Parish Council met three people interested in becoming Parish Councillor, and **IT WAS AGREED** to co-opt Ms Lynda Pasquire to fill the vacancy created by the resignation of Mr Mark Wren. As there were other good candidates, the Parish Council decided to co-opt Mrs Joan Dutton to fill the vacancy which would be created when Councillor Martin Wilson resigned. The District Council would be informed of this decision, and the District Council advice would be followed on how the second cooption could take place.

135/08 NOTIFIED BUSINESS

- (a) **CHAIRMAN OF DISTRICT COUNCIL:** The Councillors noted that Cr Alison Rooke would be coming to the next meeting to meet Councillors.

Date:

Chairman

CONFIDENTIAL MINUTE, 24 JULY 2008

The Chairman formally moved that the public and press be excluded from the meeting on the grounds that if they were present there would be disclosure to them of exempt information relating to legal and financial affairs.

136/07 CONFIDENTIAL MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 26 JUNE 2008

The Confidential Minutes of the Ordinary Meeting of the Parish Council held on the 26 June 2008 were **APPROVED** and signed by the Chairman.

137/08 VILLAGE HALL

IT WAS AGREED that matters relating to the village hall would in future be discussed under the open part of the agenda.

There was discussion on the format of the public meeting taking place on the 11 July 2008, and the principles being considered.

138/08 APPLICATION FOR TOWN GREEN STATUS – THRUPP AND BULLFIELD LAKES, RADLEY

It was proposed by Cr Johnston, seconded by Cr Henderson and **AGREED** that the Parish Council should sign the CFA prepared by Alastair Wallace. It was also **AGREED** that a letter setting out the current position should be sent in confidence to the District Council, Abingdon Town Council and the Open Spaces Society.

139/08 ITEMS FOR CONSIDERATION FOR PRESS RELEASE

Several items were suggested for the press release, and Cr Davies **AGREED** to prepare a draft press release.

Date:

Chairman