

MINUTES OF AN MEETING OF RADLEY PARISH COUNCIL HELD IN THE CHURCH ROOM, RADLEY ON THURSDAY 27th JUNE 2013

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

In attendance: 3 members of public and the clerk.

91/13 APOLOGIES FOR ABSENCE: None

92/13 DECLARATIONS OF INTEREST: There were none.

DISPENSATIONS: None received

93/13 MATTERS RAISED BY MEMBERS OF THE PUBLIC:

None

94/13 MINUTES OF THE MEETING HELD ON THURSDAY 27TH JUNE 2013:

The minutes were agreed to be a true record and signed as such by the Chairman.

95/13 PROGRESS REPORT ON MATTERS ARISING FROM THE MINUTES:

a) **MATTERS ARISING:**

- (i) **CULHAM MOTOCROSS:** Nothing to report. Cr Pasquire was logging events.
- (ii) **POWER LINES, LOWER RADLEY:** SEB was due to cut back the trees on 2nd July. They thought it would be unnecessary to turn the power off so there would be minimal disruption.
- (iv) **GARDEN BUILDING, FOXBOROUGH ROAD:** Planning Enforcement had written to the householder requiring them to either remove the building or submit a planning application for it to remain.
- (v) **BUS SHELTERS:** The clerk had contacted David Anderson asking whether the hedge behind the Radley College shelter can be cut back. No had been received reply to date.
- (vi) **RADLEY LOWER CEMETERY:** The clerk was waiting for the PCC to set a date. Quotes for cutting the Lower Cemetery were received and it was noted that reports were that the Council's contractor was doing a very good job in Kennington.
- (vi) **PAVILION ENERGY SAVING MEASURES:** Mr Anderson had cancelled the proposed meeting so the clerk had submitted an application to TOE for an energy saving audit for the next round of grants which would be decided in September.

b) **HIGHWAY MATTERS:**

- (i) **STATION PARKING:** A letter regarding charges was sent to Network Rail. It was agreed that complainants would be asked to contact the clerk in writing and that all letters would be sent on to Rodney Rose at the County Council.
It was agreed that the Parish Council would send a Freedom of Information request to the Department of Transport requesting details of grant conditions.
- (ii) **DITCH, BAYWORTH LANE:** There had been no progress with the OCC Officer who deals with road drainage so the clerk had made a report to Highway Enquiries and the Local Highways representative was establishing ownership, then would write requiring it to be functional.

- c) FINANCE:
 - (i) RISK ASSESSMENT: This was complete with one item of concern.
 - (ii) PLAY AREA: It had been noticed that the surface repairs were cracking. The Contractor accepted responsibility and was arranging remedial work.
 - (iii) SLCC MEETING: The focus of the next branch meeting was on 17th September and its focus would be budgets and would include an item on the Community Infrastructure Levy. Councillors were welcome to attend
- d) POLICE MATTERS: Cr Davies reported that the next NAG meeting had been postponed to that evening so he would not be able to attend.

97/13 POLICE MATTERS:

It was agreed that the police should be asked monitor parking in the bus bay.

98/13 PLANNING APPLICATIONS:

- a) NEW APPLICATIONS:

Councillor Johnston withdrew from the meeting whilst new applications were discussed as he is a member of the Vale Planning committee.

 - (i) P13/V1007/FUL: Erection of a summer house building in the rear garden to be used by the school for meetings and children from the church: Radley School House, Church Road. It was agreed that there was no material difference to the previous application: **OBJECTION**
 - (ii) P13/V1190/HH: 2 storey extension to side, with additional bedroom to first floor wc/utility and dining room to ground floor: 18 Church Road: **NO OBJECTION**
 - (iii) P13/V1293/DIS: Discharge of conditions for planning permission: P06/V1403/COU (RAD 7171/1): Park Farm Kennington Road **NO OBJECTION**, assuming that the Officers confirmed that the conditions were met.
 - (iv) P13/V1268/O: Outline application with all matters reserved apart from access for the construction of up to 55 new residential dwellings served via a new vehicular access from Radley Road along with associated landscaping, car parking, storm water storage including earthworks to facilitate. Land Off Radley Road Abingdon
The Council **OBJECTED** to the proposal on the grounds that it was in the Green Belt. The Council would refer to the agreement by which Radley College had permission to develop a different area in return for agreeing that this plot would not be developed.
- b) APPLICATIONS CONSIDERED AT THE 6TH JUNE MEETING:

The Council noted the following:

 - (i) P13/V1007/FUL: Erection of a wooden prefabricated garden shed/summer house/office: Radley School House Church Road
Recommended: **OBJECTION**.
Concerns were raised that the building was out of proportion for its stated use, that it was out of keeping, that it damaged the setting of the listed building and noise. There had been unofficial information that the use was not as stated.
 - (ii) P13/V1057/FUL: Single storey rear extension and loft conversion with dormer: 25 Stonhouse Crescent.
Recommended: **OBJECTION**.
The combined effect of the two extensions was felt to be overdevelopment of the site. Concerns were raised over the design and it was felt to be out of

scale with its neighbours, particularly the bungalows in Foxborough Road.

- c) VALE DECISIONS: None
- d) OTHER APPLICATIONS: For information only: None
- e) STANDING ORDERS:

It was **RESOLVED** that the following changes should be made to the Standing Orders

17d: Neither the Finance and Administration Committees nor any advisory working group of the Council has any delegated powers to make decisions binding on the Council.

17e: The Planning Committee has delegated powers to respond to Planning Applications on behalf of the Parish Council. Decisions made by the committee are binding on the Council.

The clerk would make every effort to extend the consultation period to the following full Parish Council meeting and the committee would meet only if that was not possible.

99/13 FINANCIAL MATTERS:

- a) ACCOUNTS FOR PAYMENT:

It was proposed by Cr Tomlinson, seconded by Cr Pasquire and **RESOLVED** that the following monthly accounts should be paid:

DD	Peninsula	HR Advice	79.20	LGA 1972 s111
685	Mrs J E Dymock	Net Salary (June)	987.28	LGA 1972 s112
		Village cleaner (July)		Litter Act 1983/ LGA 1972 s112
686	Mrs J E Dymock	Refunds/Expenses	283.30	LGA 1972 s111
687	HMRC	PAYE, NIC	151.68	LGA 1972 s112
688	OCC	Pension contributions	248.44	LGA 1972 s112
689	ST Grounds Maintenance	Empty litter bin Play Area	50.00	Litter Act 1983, ss.5,6
690	Berinsfield Community Business	Gardening	233.22	LG(Misc Provisions) 1976
691	RJS (IA) Ltd	Internal Audit fee	210.00	LGA 1972 s111
692	British Gas Business	Electricity Supply pavilion	67.46	Public Health Act 1875
693	RBS	Finance Software	372.00	LGA 1972 s111
694	Information Commissioner 's Office	Annual registration fee	35.00	LGA 1972 s111

- b) PAVILION: Energy saving measures. It was noted that Third Party funding would be required for the TOE grant and Cr Johnston suggested that a Vale Grant should be sought to fulfil this requirement.
- c) FOOTBALL CLUB BOOKING:
Cr Platts and the clerk had met Mr Stone, Radley Youth Football Club. Problems with football club parents parking in the Village Hall car park and upsetting the Brownies and Guides were noted.
It was felt that Mr Stone is trying to address the problems with the Football Club

and the Council was hopeful that there would be no more problem.

The Club had offered the Council the use of the Thrupp Lane field for parking, however Cr Platts reported work that had been carried out on the field without permission.

d) **FOOTBALL CLUB:**

It was **RESOLVED** that the Football Club should be billed for 2 hours' unauthorised use on 5th June.

It was **AGREED** that future breaches in the terms of the Club's lease should be considered breaches of contract which could lead to the contract being withdrawn.

e) **BUS SHELTER: Update.**

Bus Shelter Ltd's quote had been accepted.

OCC had arranged for the bus stop post to be moved so that the shelter could be pushed south along the layby for the best possible visibility.

f) **REGULAR ITEMS OF MAINTENANCE: To approve on-going regular maintenance for the year**

It was proposed by Cr Johnston, seconded by Cr Platts and **RESOLVED** that the Council approved the schedule of regular maintenance items.

It was **AGREED** that it was best to continue with an annual service contract for the Flygt pump.

g) **BUS SHELTERS:**

It was proposed by Cr Crowley and **RESOLVED** that the Council would install further bus shelters in the village.

It was **AGREED** that shelters should be installed at the Post Office stops in Church Road in the current financial year and at the two Stonhouse Crescent stops in the following year.

h) **EXPENDITURE:**

It was proposed by Cr Crowley, seconded by Cr Tomlinson and **AGREED** that the Council would purchase a copy of the 9th Edition Charles Arnold Baker "Local Council Administration" at £65.00

i) **REQUEST FROM THE BROWNIES:**

It was understood that the Village Hall was content to display the "magic carpet".

It was **RESOLVED** that as long as the Brownies obtained two fixed quotes, the Council would pay the lower of the two.

j) **DONATION TO THE EARTH TRUST:**

Cr Crowley proposed that as members of the community had damaged the Lily Shelter, the Parish Council should be responsible for the cost of repairs, estimated to be £1,500 - £2,000. He explained that if the Earth Trust were to make an insurance claim, future repairs would no longer be able to be covered by insurance. There being no specific power to contribute to repairs, this would be a S137 donation.

The Council considered the proposal in two parts and it was **RESOLVED** that the Council make a donation of £1,000 to the Earth Trust. The Council would strongly recommend that the Trust should install some form of surveillance at the Lake.

100/13 DISTRICT AND COUNTY COUNCILLOR'S REPORT:

a) **DISTRICT COUNCIL:** Cr Johnston reported that that Vale was very quiet at present and was almost wholly officer run.

He wished the Council to be aware that the Audit and Governance committee would be considering a recommendation by officers that the Precept subsidy should be removed over the next 3 years. He recommended that the Parish Council should

make provision when drawing up its budget.

b) **COUNTY COUNCIL:**

The County had formed an officer/member minerals working group, of which Cr Johnston is a member, meeting in confidential session as some of its discussions might have commercial sensitivity. When it met, it would consider a choice in relation to the Minerals Plan; either

- i) Examination in public of the existing proposal or
- ii) To withdraw and seek to revisit the minerals consultation.

Officers feel that there are doubts that the present Plan meets the tests set by the new planning framework and the Localism Act which places on councils a duty to co-operate.

It was **AGREED** that the Minerals policy should be an agenda item for the next meeting.

101/13 THRUPP LANE ISSUES:

- a) **HIGHWAYS AND TRAFFIC:** None
- b) **PLANNING: ROMP :** None
- c) **RADLEY WETLANDS CENTRE:** Cr Crowley reported that the Thrupp Lane Management Committee had concluded that the proposed centre may have to be reviewed as much of the funding had dried up and the Trust was looking to scaling down the proposal.

The committee was hit hard by the vandalism and questions over what the conditions imposed on the Planning Approval mean.

It was suggested Abingdon Town Council might provide funding and that RWEnpower might be approached for a “legacy” grant.

The Council was sympathetic to the problems raised and the clerk was asked to investigate what support the Parish Council might give to a community building project.

Cr Johnston was asked as County Councillor to look at how the planning conditions might be ameliorated.

d) **ISSUE RAISED BY THRUPP LANE RESIDENTS:**

The Council had received a copy of a formal request by Thrupp Lane Residents' Association that Oxfordshire County Council take action to stop the illegal retail trading being carried out by Tuckwell Limited from their Thrupp Lane depot.

It was apparent that OCC was averse to taking action whilst the position on the ROMP was unknown.

It was **RESOLVED** that the Parish Council would complain to the Local Authority stating that Tuckwells' planning permission should be looked at closely and that if they were operating without permission, enforcement action should be taken. The Council should also raise a complaint with the Ombudsman.

Cr Johnston refrained from voting on this proposal by virtue of his status as a member of the County Council.

102/13 HIGHWAY MATTERS:

- a) **BUS STOP OPPOSITE THE POST OFFICE:** The Council endorsed the officers'

suggestion that a raised area should be constructed for waiting on and alighting onto.

- b) **BUS CAGE:** The Council **AGREED** to ask OCC to proceed with consultations on installing a no-waiting area in the bus stop outside the post office.
- c) **PARKING:** Complaints had been received by the clerk and councillors from residents about station parking on village streets and concerns raised about safety, visibility and impeding the progress of buses.
The clerk was asked to explain the limits of the Council's influence in this matter in her Radley News report. It was **AGREED** that complainants should be asked to write directly to First Great Western and Oxfordshire County Council.
- d) **PAVEMENT OBSTRUCTIONS:** It was noted that the hedge which overhung the pavement on St James Road had recently been cut back.
The clerk was asked to report again tree roots forcing up the pavement on Church Road which had caused a resident to trip and fall.
- e) **GRASS CUTTING:** The poor quality of verge cutting was raised by a resident. It was agreed that his complaint should be passed on to Highways with the Parish Council's endorsement. It was **AGREED** that the question of the Parish Council taking on grass cutting should be revisited when the budget was set.

103/13 CONSERVATION:

- a) **GARDEN COMPETITION:** Update
The leaflets were delivered in the weeks after the Bank Holiday.
A full complement of guides was in place but only 11 judges.
Cr J Standen was happy to cater the lunch and most of the tea and was agreed that cakes would be bought in.
Prizes were in hand with Abingdon Garden Plants and Cr Henderson would pick them up and deliver to the presentations.
- b) **DEAD TREE, ST JAMES ROAD:**
A resident reported that a tree on the verge in St James Road had died. It was **AGREED** that as it was one planted under the Vale's tree planting scheme, it would be removed. The clerk was asked to obtain a quote from a tree surgeon for removal. If agreed to be acceptable, the work could go ahead as soon as possible. It would be referred to the Tree Planting Advisory Working Group to specify a replacement tree in the Autumn.

104/13 CORRESPONDENCE:

- a) **FOR ACTION – (Not otherwise noted on the agenda.)**
 - i) **BIRD SCARERS:** A complaint was received from a resident of Sugworth Lane regarding the use of bird scarers. The Council felt that they were necessary at this time of year.
 - ii) **TOWN AND PARISH FORUM:** It was noted that the meeting would be held Wednesday 13 November, 5.30pm – 9.00pm
 - iii) **OCC WINTER PREPARATION 2013/14:** It was **AGREED** that as the Council had nowhere to store a ton of salt, the offer of extra bags would be declined.
 - iv) **RADLEY FETE:** It was **RESOLVED** that the “No Dogs” bylaw on the Playing Field should be suspended for the duration of the fete on 29th June.
- b) **FOR INFORMATION:**
 - (i) **Thames Water:** The proposed Thames Tideway tunnel and how it could affect your wastewater bill
 - (ii) **South and Vale Carers Centre:** Thank you for donation.

- (iii) Fields in Trust June ezine
- (iv) Abingdon and District Twin Towns Society Newsletter
- (v) OALC AGM 1st July 2013: Invitation
- (vi) Rural Opportunities Bulletin
- (vii) OCVA June 2013 Funding newsletter
- (viii) Carers Oxfordshire Monthly Update - May 2013
- (ix) ORCC NEWS BULLETIN - June 2013 (members)
- (x) Rural Vulnerability Service - Broadband
- (xi) Your Invitation to the Annual Local Council Advisory Service (LCAS) Seminars, 2013
- (xii) Data Protection, Freedom of Information & Data Transparency training 24 September 2013
- (xiii) Members Update May 2013
- (xiv) Monthly updates - April
- (xv) Rural Vulnerability Service - Transport
- (xvi) PUMP STATION MAINTENANCE QUOTATION FOR GOOSE ACRE (\$16170)
- (xvii) LCR Online:Bringing you the latest news
- (xviii) Southern Oxfordshire LEADER Final Evaluation Report
- (xix) Thames Valley Environmental Records Centre - Summer Newsletter 2013
- (xx) ILC Open Day : Wed 3 July 2013
- (xxii) Navigus Planning: Major changes to the planning system: what parish and town councils need to know
- (xxiii) Playsafety Ltd: 4 week notification of play area inspection for Radley Parish Council (dated 12 June)
- (xxiv) Rural Services Network: Developing Rural Places seminar– Planning and Localism 16th July Shrewsbury
- (xxv) RS4 Electrification of the Great Western Railway
- (xxvi) Thames Water: The proposed Thames Tideway tunnel and how it could affect your wastewater bill
- (xxvii) South and Vale Carers Centre: Thank you for donation.

105/13 MATTERS FOR REPORT or discussion without decision.

It was noted that the new stretch of pavement in Lower Radley was much appreciated by residents.

106/13 CONFIRMATION OF THE DATE OF THE NEXT MEETING:

Ordinary meeting: Thursday 25th July 2013 at 7.30pm in the Church Room
 It was **AGREED** that the Finance and Administration Committee meeting due to be held on 11th July would be deferred.

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