

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 27 NOVEMBER
2008 AT 7.30 PM**

PRESENT: Cr J Standen (in the Chair)
Crs Crowley, Davies, Dutton, Henderson, Johnston, Nutt, Pasquire,
Rogers, D Standen
Mr Andrew Ashton, Bursar, and Mr David Anderson, Buildings and
Estate Manager, Radley College
PC Jimmy May (for part)

Mr Ashton introduced himself and Mr David Anderson, indicating that they wished to work closely with the Parish Council on matters relating to Radley College and the Parish, such as the village hall. The Councillors introduced themselves and thanked Mr Ashton and Mr Anderson for coming to meet them. Mr Ashton and Mr Anderson indicated that they would remain to listen to the meeting and, as there were several items on the agenda relating to Radley College, **IT WAS AGREED** to deal with these as they arose.

198/08 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cr Yorston.

199/08 DECLARATIONS OF INTEREST

Crs Crowley and Pasquire declared a personal and prejudicial interest in activities, finances and the legal position of Save Radley Lakes. Cr Johnston declared a personal interest in village hall matters.

**200/08 MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 23
OCTOBER 2008**

The Minutes of the Ordinary Meeting of the Parish Council held on the 23 October 2008 were **APPROVED** and signed by the Chairman with the following amendment:

Item 183(i) (c), seventh line, should read: "... works had ..."

Item 193/08 (i) (d), last line should read: " Parish Council know if it ..."

201/08 CLERK'S REPORT ON BUSINESS ARISING OUT OF THE MINUTES

- (a) **SCHOOL CROSSING PATROL PERSON:** It was understood that no one had expressed an interest in this post, and there was discussion on the difficulties relating to police checks and remuneration.

- (b) LAND REGISTRY: The Clerk was following this up.
- (c) COPSE, CHURCH ROAD – AMENDMENT TO LEASE: The Clerk was following this up.
- (d) LEADBITTER HOARDINGS – RECENT DEVELOPMENT IN STONHOUSE CRESCENT: It was noted that the Leadbitter hoardings had been removed, and the Vale Housing Association notices would be taken down this week.
- (e) PLAY AREA: It was noted that Mr Roger Davies, OPFA, undertook the RoSPA inspection and had apologised for missing the deterioration to the tube. He had never heard of this type of deterioration happening to Playdale equipment and was speaking to them about it. The Clerk reported that she was also in touch with Playdale
- (f) NETWORK RAIL: The Clerk reported that she had spoken to network Rail and they had indicated that the work was planned for this financial year. The Parish Council was extremely concerned that the work had not been undertaken as they were concerned about the imminence of danger due to the deterioration of the brick work, and asked if copies of the Engineer’s report could be made available to them.
- (g) MOTOCROSS, CULHAM: The Clerk reported that South Oxfordshire DC had repeated what the Parish Council was told three years ago, that under the Town and Country Planning Act outdoor events could be held by anyone without the Council’s consent or notification unless the event lasted for more than 28 days per year, when planning permission would be required. The 28 days included tents, marquees, or any other development on the land. The Environmental Health Officer at South Oxfordshire DC appreciated that the moto-cross activity probably took place over consecutive weekends and therefore was an ongoing activity, but it would have to take place over more than 14 weekends to require any planning permission. Any noise complaints would be dealt with by the Vale of White Horse DC, and **IT WAS AGREED** that the Councillor and residents, through Radley News and the web-site, should be given details on how to report noise nuisance when the events recommenced in March.
- (h) SOUTH EAST ENGLAND REGIONAL ASSEMBLY – PLANNING FOR GYPSY AND TRAVELLER ACCOMMODATION NEEDS: It was noted that a response had been sent off following consultation with Cr Yorston. Cr Johnston indicated that the Vale of White Horse DC had provided enough spaces, but that there was a deficit in South Oxfordshire.
- (i) COMMUNITIES AND LOCAL GOVERNMENT – THE MAKING AND ENFORCEMENT OF BYELAWS: Cr Davies reported that he had read the document but did not feel any comments were necessary.

202/08 POLICE MATTERS

PC Jimmy May attended to introduce himself as the policeman leading the team covering Radley. He outlined the area of ten villages which he and the team covered and the way he would like to work with the Parish Council despite the limited resources. Continuing problems with motorcyclists, speeding along Foxborough Road and Kennington Road and contact arrangements were discussed, and PC May indicated that he would come along to a future meeting to discuss these matters further. PC May indicated that he would supply the Clerk with his telephone number, and the Clerk was asked to circulate this to Councillors and put in the Minutes.

203/08 PLANNING MATTERS:

(i) New Applications:

- (a) Certificate of Lawfulness (CLEUD) for the Application for Certificate of Lawful Existing use and Development for the retention of the aggregate washing and sand classifying plants including ancillary conveyors, pumps, storage bins, storage areas, silt lagoons, equipment stores, buildings and facilities and their continued lawful use for the washing and processing of imported aggregates at H Tuckwell and Sons Ltd, Thrupp Lane: The comments prepared by Cr Crowley were noted and, with some minor amendments, these were approved by the Parish Council. However, the Parish Council considered that further legal advice was required before submitting these comments to the Oxfordshire County Council, and it was proposed by Cr J Standen, seconded by Cr Johnston and **AGREED** that an approach should be made to Manches Solicitors to see if advice could be obtained up to a cost of £500. The Clerk was asked to ascertain if the date for response to the OCC could be extended.
- (b) RAD/5948 – To continue the development permitted under RAD/5948/24-CM for the deposit of PFA in Lake E, without complying with conditions 10 and 11 relating to time limits for restoration of Area N and construction of drainage ditch, RWE Npower: This application was likely to go to OCC Committee in January 2009. It was noted that Npower had agreed to reinstate the site by 2015, and that they could keep their options open until that date.

(ii) Permission Given:

- (a) RAD/6211/7 – Removal of forecourt canopy and kiosk and replacement with two canopies, Lodge Hill Garage, 31 Lodge Hill

(iii) Application Withdrawn:

- (a) RAD/20660 - Erection of a two storey side extension, incorporating existing garage, 26 Sugworth Lane

(iv) **Misc:**

- (a) 51 Church Road: The Chairman reported that there had been problems relating to work in the front garden at this property, and she had been in touch with various people, including the DC Planning Department to clarify the position. The mud from the road had now been cleared, but to her knowledge one resident in particular had been affected by the mess created by the work.

204/08 APPLICATION FOR TOWN GREEN STATUS – THRUPP AND BUILFIELD LAKES, RADLEY

There was discussion on who should attend the Judicial Review, and **IT WAS AGREED** that the Chairman indicated that she could attend on behalf of the Parish Council.

205/08 FINANCIAL MATTERS

- (a) **RADLEY COLLEGE – INCREASE IN RENT FOR GOOSEACRE PLAYING FIELD:** The letter from Radley College regarding the rent was received. It was noted that the current rate of £250 per annum had not been increased since 1984, and the College agent had advised that £1000 would be a more appropriate sum. As this was a significant increase the College proposed that the rent be increased by £250 per annum for the next three years (2009-£500, 2010-£750, 2011-£1,000), and a further review would be due at the end of this period. It was proposed by Cr Johnston, seconded by Cr Rogers and **AGREED** that this increase be accepted.
- (b) **REQUEST FOR ADDITIONAL STREET LIGHTS, KENNINGTON ROAD:** The letter from the OCC to Mrs Ashton was discussed, and the position of the lighting requested was clarified. It was noted that the cost of the lighting requested would be £1000 and that no money had been allowed in the 2009/2010 estimates to cover this. It was proposed by Cr Johnston, seconded by Cr Pasquire and **AGREED** in principle that the matter of further lighting should be considered further. Three councillors voted against the proposal. The Clerk was asked to write to residents in the area, and to obtain details of the street lighting in Radley Parish and activities in relation to light pollution.
- (c) **REPORT OF FINANCE AND ADMINISTRATION COMMITTEE, 20 NOVEMBER 2008:** Cr Crowley presented the report on the meeting:
- (a) **COMMUNITY NOTICE BOARD:** It was noted that as no pupil had expressed an interest in taking the provision of a Community Notice Board on as a project, the Clerk had been asked to approach firms who made open boards to obtain some costs for this provision.
- (b) **FUNDING TOWARDS NEW VILLAGE HALL:** It was noted that the Committee had discussed the need to start building up a budget for a new

village hall to be in a better position when applying for grants. At the moment £2,000 had been allowed in the budget for 2008/2009 and 2009/2010 to cover any deficit in current running costs. Cr Johnston confirmed that no financial help was required in 2008/2009. It was proposed by Cr Crowley, seconded by Cr Pasquire and **AGREED** that the budget should be transferred to reserves towards a new village hall. Cr Johnston did not participate in the vote.

- (c) **ADMINISTRATION:** It was noted that there had been an announcement that a 2.45% interim agreement had been reached on a salary increase for 2008/2009. The following points had arisen from this discussion:
- (i) The Clerk's salary grade should be reviewed in the light of information received from the Society of Local Council Clerks. **IT WAS AGREED** that the Chairman and Vice-Chairman of the Parish Council and the Chairman of the Finance and Administration Committee should meet to discuss this and make recommendations to the Parish Council.
 - (ii) The salary increases for 2008/2009 would be implemented, but it would be necessary to ensure that the hourly rates were in line with the minimum wage legislation, where the hourly rate had increased to £5.73 from 1 October 2008. The Clerk would follow this up.
- (d) **PLAYING FIELD:**
- (i) It was noted that the Clerk had asked MRH Services to provide an estimate for the fencing from the back of the village hall to the hedge, which included double and single gates.
 - (ii) It was noted that ITT Water and Wastewater UK Ltd had responded, indicating that the work they had undertaken to remove the workings of the pump when the pipe was blocked was not covered under the gold service. They had not referred to the possible solutions put forward by the engineer who had helped when the pipe was blocked, and the Clerk was asked to follow this up. In addition she was asked to ascertain what was included under the gold service. Cr Nutt reported that he had also approached the firm to get advice, but this had not been forthcoming in time for the meeting.
- (e) **VILLAGE POND:** It was noted that Cr Rogers had obtained an estimate in August from A W & Son Ltd for £9,440 plus VAT. However, the price of steel was continually rising so an updated quotation would be higher. The Clerk had also asked MRH Herring to provide an estimate. There was a query whether a double or single gate should be provided but, as the Committee did not think double gates were necessary, the Clerk was asked to enquire about a wider single gate.

- (f) **BUS SHELTERS:** The Clerk was waiting to hear from the OCC Officer regarding the new shelters. As the OCC had indicated that there was a possibility of the OCC providing one of the shelters in 2008/2009, **IT WAS AGREED** that the budget be reduced to £1,500.
- (g) **CAR PARK, CHURCH ROAD:** It was noted that MRH Herring had estimated that a height barrier at the entrance to the car park would cost in the region of £1,200 plus the cost of a sign. This would be similar to the one at Barrow Hills which had been made by that firm. **IT WAS AGREED** that a height barrier should not be provided.
- (h) **GENERAL MAINTENANCE:** It was considered that the revised budget was too large for the remaining four months of the financial year, and the Clerk was asked to adjust.
- (i) **ACCOUNTS FOR 2007/2008 – REPORT OF EXTERNAL AUDITOR:** It was noted that the only point raised by the External Auditor related to the Asset Valuation. The Committee considered that there was no need to make any changes to the valuations included as these were in line with the insurance cover, but **IT WAS AGREED** that the valuation of the assets should be reviewed annually at the same time as the Risk Management Register.

The actual expenditure for 2008/2009 and the revised estimates for that year were reviewed. The estimates for 2009/2010 were considered, and some changes made. The Clerk was asked to ensure that the figures shown in the revised budget for 2008/2009 were in line with expected expenditure.

- (j) **DONATIONS:** It was noted that the Committee had reviewed the requests for donations received by the Parish Council to date and indicated that they felt similar donations could be made as last year. The requests would be considered by the Parish Council at its December meeting.
- (k) **ACCOUNTS FOR PAYMENT:** It was noted that the following accounts had been paid:
 - (i) Society of Local Council Clerks – Subscription: £105.00
 - (ii) BDO Stoy Hayward LLP – External Audit: £334.88
 - (iii) Berinsfield Community Business: £531.44
 - September 2008: £265.72
 - October 2008: £265.72
 - (iv) Radley College – Grass Cutting: £846.00
 - (v) Mrs S Crabb – Refreshments, Parish Plan Meeting: £125.00
- (l) **MILLENNIUM TRINKET BOXES:** It was proposed by Cr Rogers,

seconded by Cr Henderson and **AGREED** that Save Radley Lakes and the Radley History Club are allowed to sell the trinket boxes for £5.00 each and keep £2.50 to put to their own funds. Cr Crowley did not participate in the vote.

(e) PRECEPT 2009/2010

After careful consideration of the possible costs of the Judicial Review and the overall estimates for 2009/2010, it was proposed by Cr Crowley, seconded by Cr Pasquire and **AGREED** that the precept for 2009/2010 be the same as 2008/2009, i.e. £49,500.

(f) ACCOUNTS FOR PAYMENT: It was proposed by Cr Pasquire, seconded by Cr D Standen and **AGREED** that the following accounts should be paid:

(i)	Miss S E Raven:		£491.23
	Salary, November 2008:	£398.55	
	Village Cleaner, December 2008:	£92.68	
(ii)	Mrs K Sharp – Salary, November 2008:		£142.76
(iii)	ITT Water & Wastewater UK Ltd:		£609.83
(iv)	Oxfordshire Playing Fields Association - Subscription:		£42.00

206/08 CONSERVATION

- (a) CONSERVATION WORKING PARTY (NATURE) – REPORT OF WORKING PARTY, 16 SEPTEMBER 2008: The Clerk reported that she had some dates from the firm who provided digital mapping systems, and would clear these with Councillors.
- (b) PLACES FOR PEOPLE – FOOTPATH 8: It was reported that the widening work should be completed tomorrow.
- (c) PROVISION OF LITTER BINS IN THE PARISH/ ACTION ON “ENVIROCRIMES” – POWERS FOR PARISH COUNCILS: It was noted that a number of Councillors had met Colin Matthews, the DC Environment Warden. A report would be prepared for consideration at the next meeting.
- (d) VILLAGE POND: It was noted that the green on the top of the pond was not algae but a mixture of two species of duckweed. The Parish Council **AGREED** that it would not purchase duckweed control material, but would look for a source of water snails to see if this would help. The Bursar was asked to see if there was a source at Radley College.

207/08 NEW VILLAGE HALL

The Clerk reported that she was arranging visits to other Village Halls and, as soon as these had been undertaken, a further meeting of the Village Hall Working Party would be held.

208/08 PARISH PLAN

The Chairman reported that the meeting with Mr Anton Nath, Oxfordshire Rural Community Council, had been very useful and had been well represented by village groups. However, the youth of the Parish had not been well represented mainly because the date selected was in half term week. A further meeting would be planned for the spring 2009, and it was hoped that this would result in a group willing to pursue the preparation of a Parish Plan.

209/08 FREEDOM OF INFORMATION ACT

The Parish Council considered the draft scheme, and made a number of changes. The Clerk was asked to prepare the final version of the scheme so that the Parish Council could adopt it at its December meeting.

210/08 HIGHWAY MATTERS:

- (a) THRUPP LANE:
- (b) SPEED LIMIT – RADLEY/SUNNINGWELL TURNS, OLD A34:
- (c) POTHOLES THROUGHOUT THE VILLAGE:
- (d) SUGWORTH LANE:
- (e) CORNER OF SUGWORTH LANE/OXFORD ROAD – OVERGROWN VEGETATION:
- (f) PROVISION OF BUS SHELTER:
- (g) ROAD SWEEPERS:

These matters were being pursued.

- (h) CYCLEWAY C5 – HAZARDS: Cr Crowley reported that he had given the Clerk detailed information on the hazards along the cycleway.

211/08 PARISH WEBSITE

The Clerk reported that the monthly statistics had been received from Mr John Huddleston, and **IT WAS AGREED** that these should be emailed to Councillors.

212/08 REPORT OF DISTRICT AND COUNTY COUNCILLOR

Cr Johnston reported that both the Oxfordshire County Council and the Vale of White Horse DC were involved in preparing budgets. It was anticipated that there would be a 3.85% increase in the OCC Council Tax, and 4.99% increase for the DC. There was discussion on the current position in relation to the Old Gaol, Abingdon.

213/08 CORRESPONDENCE

(i) FOR ACTION

- (a) Vale of White Horse Community Safety Partnership – Forum, Thursday, 11 December 2008 9.30 to 12.30 pm Wantage Civic Hall: Cr Davies would advise if he could attend the Forum.
- (b) Vale of White Horse DC:
 - (i) Information Sheet - The attention of Councillors was drawn to <http://www.audit-commission.gov.uk/pir/downloads/biddenden.pdf>
 - (ii) Future Development in the Vale – Core Strategy Preferred Options: The Parish Council noted that public consultation started on the 16 January 2009, with workshop for Town & Parish Councils on 22 January, Wantage Civic Hall and Public Exhibitions (from 3 – 7 pm) and workshops (from 7-9 pm) at Abingdon Guildhall, 27 January 2009
 - (iii) Local Community Flood Groups in the Vale – Formation and Funding: noted
 - (iv) Launch of Vale Youth Magazine (VYM): noted
- (c) Oxfordshire Association of Local Councils:
 - (i) Revised Salary Scales for Local Council Clerks
 - (ii) Section 137 Expenditure: Limit for 2009/2010: £6.15
 - (iii) Update for Members, November 2008
 - (iv) Winter General Meeting, 24 November 2008
 - (v) Playbuilders Roadshows
 - (vi) Oxfordshire ClimateXchange Update November 2008
- (d) Oxfordshire Primary Care Trust - NHS Oxfordshire Strategy 2008-2013 – Have your say: noted
- (e) Fields in Trust – Questionnaire: It was **AGREED** that an interest should be expressed in a publication on running playing fields.

- (f) Oxford Green Belt Network – AGM, 17 November 2008: The Chairman reported that she had attended the AGM and had corrected the notes on the public meeting held in Radley on a possible site for a new village hall.
- (g) Sustrans – Request for donation of £50-£100 towards reprint of leaflet of the cycle route from Oxford to Abingdon, the Hanson Way.

(ii) FOR INFORMATION

- (a) RWE Group npower – Corporate Responsibility Summary Report 2007
With Power Comes Responsibility
- (b) Oxfordshire Playing Fields Association Newsletter, Autumn 2008
- (c) Open Space Autumn 2008
- (d) CPRE:
 - (i) Light Pollution
 - (ii) CPRE Oxfordshire Campaign Briefing 31 October 2008
- (e) Clerks and Councils Direct November 2008
- (f) Local Council Review, November 2008
- (g) RailWatch November 2008
- (h) Oxfordshire Communities – “A Landfill-in-the-Sky”: Proposed Incinerator at the Didcot Power Station Site
- (i) Oxfordshire Nature Conservation Forum – Environmental Bulletins 6, 14 and 20 November 2008
- (j) ORCC News Bulletin
- (k) Oxfordshire Nature Conservation Forum – Weekly Environmental E-Bulletin 27 November 2008, ‘Forging partnerships that will create a sustainable future for nature’
- (k) Oxfordshire County Council- Oxfordshire Road Casualty Report 2007

214/08 NOTIFIED BUSINESS

NIL

Date:

Chairman

CONFIDENTIAL MINUTE, 27 NOVEMBER 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.

215/07 CONFIDENTIAL MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 23 OCTOBER 2008

The Confidential Minutes of the Ordinary Meeting of the Parish Council held on the 23 October 2008 were **APPROVED** and signed by the Chairman.

216/08 APPLICATION FOR TOWN GREEN STATUS – THRUPP AND BULLFIELD LAKES, RADLEY

The invoice from Alastair Wallace was discussed. It was proposed by Cr Johnston, seconded by Cr Nutt and **AGREED** that the following account should be paid:

(a) Public Law Solicitors: £16,919.06

217/08 ITEMS FOR CONSIDERATION FOR PRESS RELEASE

IT WAS AGREED that the dates for the Judicial Review should be released to the press.

Date:
Chairman