

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 25 OCTOBER
2007 AT 7.30 PM**

PRESENT: Cr B Crowley (in the Chair)
Crs Davies, Henderson, Johnston, Nutt, Rogers, Wilson
Three members of the public

Councillor Davies signed the Declaration of Acceptance of Office form before the meeting began.

150/07 APOLOGIES FOR ABSENCE

Apologies for absence were received from Crs D Standen, J Standen, Wren, and PC Delaney.

151/07 DECLARATIONS OF INTEREST

Cr Crowley declared a personal but non-prejudicial interest in relation to matters relating to the Radley Lakes.

Cr Johnston declared a personal interest in matters relating to the Village Hall. He also declared an interest in planning application RAD/20302 as he was the Executive Member for Property on the DC.

**152/07 MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 27
SEPTEMBER 2007**

The Minutes of the Ordinary Meeting of the Parish Council held on the 27 September 2007 were **APPROVED** and signed by the Chairman with the following amendments:

Minute 138/07 (d) – should read: “.... Dr Eric Davies”

Minute 138/07 (g) – should read: “... by a number of Parish Councils was given to the Council ...”

Minute 138/07 (h) (i) – should read: “...a second camera under the veranda so that it”

153/07 BUSINESS ARISING OUT OF THE MINUTES

The Clerk reported:

- (a) **PLAY AREA:** The repairs to the safety surface had not been undertaken, and the Clerk was pressing for a meeting.
- (b) **VILLAGE POND:** More barley straw was required to clear the pond.
- (c) **SCHOOL CROSSING PATROL PERSON:** A further approach had been made to the Head Teacher.
- (d) **CONSERVATION AREA:** No further information had been received from the DC.
- (e) **BUS SHELTERS:** The OCC has not yet decided on its preferred supplier for bus shelters, but it will be giving Radley priority when there is agreement on the building programme with the selected contractor.

An Environmental Health Officer from the DC had met Mr Harpwood regarding his complaints, indicating that he either wanted the bus shelter opposite his house cleaned every week or an additional litter bin.

- (f) **REQUEST FOR FUNDING FOR LIGHTING AND YOUTH SHELTER, BMX TRACK OFF AUDLETT DRIVE:** PC Delaney was obtaining costings for this scheme.
- (g) **NOISE/WORK AT STATION:** No reply had been received from First Great Western.
- (h) **LAND BY BOWYER ARMS:** No reply had been received from Greene King.
- (i) **PARISH PLAN:** The Clerk reported that she had attended a very interesting ORCC seminar on Parish Plans. Grants were available to Parish Councils up to 31 March 2008, but applications needed to be made quickly before the limited funding was allocated. **IT WAS AGREED** that two/three Councillors should meet Mr Anton Nath, ORCC, before the Parish Council considered applying for a grant.

154/07 POLICE MATTERS

- (a) **MOTORCYCLISTS – BEHIND STONHOUSE CRESCENT:** The Parish Council noted the concerns of Mr Nick Frearson, who had indicated that neither he nor Mr John Curtis had given motorcyclists permission to ride on their land. The Clerk indicated that Sgt Darren Price had given positive instructions to his officers indicating that action must be taken, and the latest report from PC Delaney indicated that he had given Section 59 warnings to a number of youths

and had obtained a letter of apology from them which he would be delivering to Mr Frearson.

Mr Frearson could not understand why action had not been taken previously as it was obvious when the motorcyclists were about by the noise being made. This was a real noise problem and residents of Stonhouse Crescent and Turners Close should be encouraged to complain to the DC Environmental Protection Department.

The Clerk was asked to press the police to continue this positive action.

- (b) **POLICE CHANGES:** It was reported that Sgt Darren Price had been posted to Wantage, and the Abingdon Rural Neighbourhood Team would be taken over by PS Andy Cranidge. It was hoped it would be possible for him to attend the next Parish Council meeting to introduce himself to the Councillors.
- (c) **HALLOWEEN POSTERS:** Councillors were informed of the Halloween Posters which were available for residents who did not wish to participate in Trick or Treat.
- (d) **FIREWORK POSTERS:** These would be displayed at the appropriate time.

155/07 PLANNING MATTERS

(i) New Applications

- (a) RAD/4241/3 – Demolition of existing porch and erection of a new porch, 20 Sugworth Lane: No objections
- (b) RAD/20302 – Erection of 2 x 1-bed flats. Demolition of existing garages and provision of 3 parking spaces, bin storage and cycle parking with access via Bowyer Close, Land to rear of 24 Stonhouse Crescent: Cr Johnston declared an interest as he was the Executive Member for Property on the DC, and he left the meeting during the discussion. The Parish Council voted on this planning application and by three votes to two **IT WAS AGREED** that there was no objections subject to the comments of neighbours.

(ii) Permission Given

- (a) RAD/20138/1 – Installation of two additional roof lights, 4 Turners Close.
- (b) RAD/1686//10-CC – Demolition of existing HORSIA building and construction of new extension and other work.

(iii) Misc:

(a) RWE nPOWER – FILLING OF GRAVEL PITS:

1. MEETING ARRANGED BY POLICE, 2 OCTOBER 2007: The Parish Council noted the letter and attachments received from Chief Inspector Phil Littlechild, which had been circulated to all members. Cr Wilson had not attended the meeting to represent the Parish Council, and Cr Crowley reported on the discussions. The comments in the notes about Radley Parish Council were noted. The Parish Council was concerned about the lack of attendance at the NAG meetings by Radley Parish Council representatives, and this would be discussed at the next meeting. The Clerk was asked to ascertain dates of the NAG meetings.

It was also concerned by the statement that the Parish Council was being distracted by the issue of filling the lakes, and was not reporting other matters. The Parish Council did not think this was the case, and the Clerk would review the minutes over the last two years.

2. SPECIAL MEETING OF PARISH COUNCIL: No reply had been received from Mr Rainford.
3. LETTER TO RWE nPOWER: No reply had been received from the RWE Chief Executive.
4. THRUPP AND BULLFIELD LAKES, RADLEY: The Parish Council noted the report from the Inspector and the report by the OCC County Solicitor and Head of Legal Services. Cr Crowley reported that Save Radley Lakes was looking into the possibility of appealing against the decision which indicated that the applicant had failed to prove that the application land or any part of the application land was registrable as a new green. The Clerk was asked to ascertain the Parish Council's position in relation to giving financial help towards any appeal.

This matter was being discussed at the OCC Planning and Regulations Committee on the 26 November 2007. **IT WAS AGREED** that the OCC should be asked if Cr J Standen could speak at this meeting, so that she could press the OCC to defer its final decision on the application pending a judicial review.

The Parish Council noted that Save Radley Lakes had produced a report setting out the alternative options for the disposal of PFA from Didcot Power Station.

156/07 FINANCIAL MATTERS

- (a) ACCOUNTS FOR PAYMENT: It was proposed by Cr Johnston, seconded by Cr Rogers and **AGREED** that the following accounts should be paid:
- | | | |
|-------|---|---------|
| (i) | Miss S E Raven: | £456.28 |
| | Salary, October 2007: | £379.28 |
| | Village Cleaner, November 2007: | £77.00 |
| (ii) | Mrs K Sharp – Salary, October 2007: | £139.33 |
| (iii) | Berinsfield Community Business – Grass Cutting/Gardening: | £210.27 |
| (iv) | Thames Water – Allotments: | £12.71 |
| (v) | Thames Water – Sports Pavilion: | £92.45 |
| (vi) | John Huddleston – Web Site Hosting: | £58.74 |
- (b) REPORT OF FINANCE AND ADMINISTRATION COMMITTEE, 18 OCTOBER 2007: Cr Crowley presented the report.
1. STORAGE OF PAPER RECORDS: It was noted that old records, other than Minute and Account papers, were stored in the Clerk's loft. It was proposed by Cr Johnston, seconded by Cr Rogers and **AGREED** that up to £300 should be spent on a lockable metal cupboard for these papers. The cupboard would be kept in the Sports Pavilion.
 2. VILLAGE HALL MATTERS:
 - (i) UPDATE OF GRANTS FOR IMPROVEMENT PROJECT
 - It was noted that a formal letter had been received from the DC increasing its grant to £4,000.
 - It was noted that WREN had turned down the application for a grant of £3,500 on the grounds that it did not think this would provide a total and permanent solution to the problem. WREN had advised that the DC Environmental Health Department be asked for advice, but Cr Johnston indicated that the DC Environmental Protection Team did not consider this as part of its remit. He had had long discussions with WREN and, although he had not persuaded the organization to change its mind on this application, he had ascertained that WREN would be more than willing to consider an application towards a new Village Hall, possibly in the region of £50,000. Cr Johnston reported that the Village Hall Management Committee was going ahead with the double glazing of the necessary windows, and the funding obtained would meet the cost of sound attenuation in the roof. The work which would not be done was

the provision of sound proofed doors between the lobby and the main hall, and the Village Hall Management Committee would not be pursuing this in view of the expected life of the village hall and the change in policy about bookings.

- Cr Johnston reported that the DC was reviewing the Village Hall's Public Entertainment Licence on the 31 October 2007. He also gave details of a recent problem with a booking which had been drawn to the attention of the Environment Protection Team.
- (ii) TREE PRUNING: The cost of pruning the trees at the entrance to the Village Hall would cost £160 plus VAT, and in addition it had been recommended that two badly occluded weak branch junctions on the Plane tree be reduced, at a cost of £120 plus VAT. It was proposed by Cr Rogers, seconded by Cr Wilson and **AGREED** that all this work should be undertaken at a cost of £280 plus VAT. Cr Johnston did not vote.
3. PLAYING FIELD MATTERS: It was noted that the RoSPA report had repeated its recommendation that a large sign was required on the village hall side of the play area. The Parish Council **AGREED** that the funding should be included in the estimates for a second notice, to be installed when the new fencing was in place.
4. BANKING ARRANGEMENTS: The Clerk reported that she had discussed with a number of other Parish Councils the banking arrangements they had found satisfactory, and the one offered by Barclays Bank seemed to be the most suitable:
- A Community Account for day to day transactions. This should be kept at a constant £2,000 by daily transfers from
 - A Business Premium Account. Varying from sums up to £24,999 and over £25,000, this attracted a small amount of interest. The Clerk had asked for details of the current interest rates.
 - A Business Base Rate Tracker Account which attracted higher rates of interest. The bulk of the Parish Council money would be kept in this account, where 12 free withdrawals a year were allowed. The Parish Council did not currently need to transfer money between the Building Society account and the Bank at this level of activity.

It was proposed by Cr Rogers, seconded by Cr Nutt and **AGREED**:

- (a) To transfer the banking arrangements to Barclays bank, but to retain a small amount in the Nat West account for at least a year. The Clerk was asked to ensure that she would be allowed to manage the account for the Parish Council even though she would not be a signatory.

- (b) To alter the Standing Orders to allow two signatories per cheque, and for three Councillors to be on the Bank mandate to sign the cheques. The most suitable arrangement would be for the Chairman and Vice-Chairman of the Parish Council and the Chairman of the Finance and Administration Committee to be the signatories. As the Vice-Chairman of the Parish Council was also the Chairman of the Finance Committee, **IT WAS AGREED** that Cr Rodgers should be the third signatory.

5. ACCOUNTS FOR PAYMENTS: It was noted that the following cheques had been signed:

(a)	HM Revenue & Customs – Income Tax/NI:	£340.63
(b)	Berinsfield Community Business - Gardening:	£330.89
(c)	Copycat Services - Photocopying:	£19.46
(d)	British Gas – Sports Pavilion:	£39.13
(e)	Society of Local Council Clerks – Conference 2007 - VAT:	£48.12
(f)	Oxfordshire Playing Fields Association - Subscription:	£40.00
(g)	Oxfordshire Association of Local Councils - Conferences:	£47.00

157/07 VILLAGE HALL WORKING GROUP

The Parish Council considered the draft Terms of Reference and Membership for the Village Hall Working Group, and it was proposed by Cr Henderson, seconded by Cr Rogers and **AGREED** to accept the following Terms of Reference and Membership:

Membership: 4 minimum but Working Group can invite other people to join the group. Membership to include:

- 2 from Radley Parish Council
- 2 from Radley Village Hall Management Committee

The Working Group would appoint its own Chairman.

Terms of Reference: To look into the feasibility of providing a new village hall, including:

- To obtain advice from the Oxfordshire Rural Community Council
- To investigate possibility of:
 - new site, to include village hall, sports pavilion, playing fields, play area

- provision of new building on existing site
- To review designs of village halls
- To ascertain funding opportunities
- To review way new village hall facility should be run, i.e. through the charity status of the existing village hall
- To report to the Parish Council and Village Hall Management Committee on a quarterly basis

IT WAS AGREED that Crs Crowley and Rogers should be the Parish Council representatives on the Working Group.

Cr Johnston **AGREED** to discuss this with the Village Hall Management Committee at its next meeting, and to obtain the name of two people willing to represent the Radley VHMC on the Working Group.

158/07 ADOPTION OF RADLEY STATION

The Parish Council considered the letter from Mr David Buckle which had been published in Radley News. Councillors felt that consideration had been given to the points Mr Buckle raised when deciding to proceed with this scheme and, whilst appreciating that the railway authorities was responsible for the railway station and the services, the Station could become a more attractive and integral part of the community if additional support was given by interested members of the community or users. The Parish Council was fully aware that it could not take over any of the responsibilities of the railway authorities.

159/07 FUTURE OF RADLEY POST OFFICE

The Parish Council discussed the possible threat to the local post office, and that the decision would be announced in February. The Clerk was asked to write to the local MP asking him to press for the retention of the Radley Post Office.

160/07 CONSERVATION

- (a) **ORCC – VILLAGE OF THE YEAR COMPETITION:** It was noted that Cr D Standen had attended the presentation ceremony and had obtained plaque for Radley in relation to the Highly Commended Award for Local Heritage, with a cheque for £125.00.
- (b) **RIGHTS OF WAY SURVEY – LOST FOOTPATHS:** An advice sheet had been obtained from the OCC, and this had been passed to Cr Wilson.

- (c) **PLACES FOR PEOPLE:** The Clerk was pressing Radley College for a reply in relation to widening Footpath 8.
- (d) **BULB PLANTING, LOWER RADLEY:** Part of the bulb planting had been undertaken, the bulbs being planted in a semi-circle around the large tree. Radley College pupils were coming back to complete the planting. The Parish Council **AGREED** that a letter of thanks should be sent to Mrs McDougall for providing a large number of bulbs.

Cr Wilson indicated that it would be appropriate to plant more trees on the Village Green Area.
- (e) **CONSERVATION STRATEGY:** Cr Crowley reported that he had prepared a background paper for discussion.
- (f) **VILLAGE POND:** The Clerk was pressing the Primary School for a name for its representative on the Village Pond Management Committee.

161/07 HIGHWAY MATTERS

- (a) **INCREASED TRAFFIC ALONG THRUPP LANE/CONDITION OF THRUPP LANE/NOISE FROM RECYCLING VEHICLES:** Some dates had been received from the OCC regarding a site meeting, and these would be cleared with Crs J Standen, Crowley, Johnston, Wilson and Mr Mike Wilson.
- (b) **TREE – FOXBOROUGH ROAD:** It was noted that the OCC Landscape/Environment Department had inspected the tree and found it diseased. Arrangements were being made for it to be cut down. The OCC had asked for ideas where a replacement tree could be planted, and a site by the Bowyer Arms was noted.
- (c) **RAILWAY BRIDGE, LOWER RADLEY:** The Clerk was trying to ascertain when the pedestrian signs would be put up.
- (d) **CONDITION OF ROADS:** The Clerk was continually raising the Parish Council's concern about areas of concern in the Parish.
- (e) **LOWER RADLEY:** The complaint received from Mr Peter Gore about the recent traffic incident was noted. It was noted that Mr Frearson was gradually clearing the ditches around Lower Radley.

162/07 PARISH WEBSITE

Councillors were asked to use the Forum now that it was running again.

There was discussion on the NALC Legal Topic Note on Defamation, and **IT WAS AGREED** that the Clerk should ascertain the cost of insurance as set out in paragraph 7.0 of the document.

163/07 REPORT OF DISTRICT AND COUNTY COUNCILLOR

Cr Johnston reported:

- (i) Vale of White Horse DC: The DC had completed its review of the flooding policies, and would be taking action to improve certain aspects of it. The bids are now in for the Old Gaol, and are being evaluated by the officers. This exercise is subject to great confidentiality. Changes will be taking place in the bus services offered to people over 60 in that they would not be entitled to free travel within Oxford City, except to get to and from the hospitals.
- (ii) Oxfordshire County Council: The OCC had started looking at its budgets for 2008/2009.

164/07 CORRESPONDENCE

(i) FOR ACTION

- (a) Vale of White Horse DC:
 - (i) General Notice of Registrable Interests: Councillors had been asked to sign the amended form supplied by the DC which took account of the changes introduced by the new Code of Conduct. Forms were returned to the Clerk.
 - (ii) Code of Conduct – Training Sessions:
6.30 pm Tuesday, 13 November 2007 – Civic Hall, Wantage
6.30 pm Tuesday, 20 November 2007 – Civic Hall, Wantage
The Clerk indicated that she would be attending the training session on the 20 November 2007.
 - (iii) Green Waste and Cardboard Collection Scheme 2007
Why not sign up for the Vale’s Brown Bin scheme to collect and compost garden waste and cardboard?: Details would be put on the Parish Council notice boards.
 - (iv) Your Vale – Your Future – Meeting Abingdon Area, Wednesday, 14 November 2007, 7-9 pm, Abingdon Guildhall: Crs Rogers and Wilson **AGREED** to attend this meeting
- (b) Oxfordshire Rural Community Council:
 - (i) Oxfordshire Village of the Year Competition 2007 Closing date 17 November 2007: It was noted that a supply of the voting slips had been given to the Village Shop
 - (ii) Celebration of Rural Affordable Housing, 16 November 2007: noted

- (iii) Housing Needs Surveys and Parish Plans: This would be discussed by the Parish Council in relation to the Parish Plan
- (c) ASHTAV – Annual General Meeting, 27 October 2007, at Buckingham University 12 noon to 4.30 pm: Noted
- (d) DEFRA – Ways to tackle climate change
Defra is asking parish councils to provide a local lead in promoting behaviour change to combat climate change: Cr Wilson **AGREED** to look through this document and report back to a future meeting.
- (e) South and Vale Carers Centre – Request for Donation: This would be discussed by the Finance and Administration Committee.
- (f) Root and Branch – Have Your Say, meeting, 13 November 2007: noted
- (ii) FOR INFORMATION:**
 - (a) Oxfordshire County Council:
 - (i) CAG Oxfordshire, September 2007
 - (ii) 2007 Celebrating a Thousand Years of Oxfordshire
 - (b) Vale of White Horse DC:
 - (i) Vale Community Safety, Autumn 2007
 - (c) The Standards Board for England Newsletter, September 2007
 - (d) Oxfordshire Playing Fields Association Newsletter, Autumn 2007
 - (e) Open Space, Autumn 2007
 - (f) Railwatch, October 2007
 - (g) ClimateXchange – Update 22
 - (h) ASHTAV News, No. 3

165/07 NOTIFIED BUSINESS

NIL

Date:

Chairman