

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL
HELD IN THE CHURCH ROOM, RADLEY ON THURSDAY 23rd JUNE 2011**

PRESENT: Cr J Standen (in the chair)
Crs Crowley, Davies, Henderson, Johnston, D Standen, Pasquire,
Platts, Tomlinson

Also present: County Councillor Fatemian, PCSO Adi Wright, 6 members of the
public and the clerk.

79/11 APOLOGIES FOR ABSENCE:

PC Katrin Gardener

80/11 CO-OPTION OF A COUNCILLOR:

Mr Garry Cook signed his Declaration of Acceptance of Office and was welcomed
onto the Council.

81/11 DECLARATIONS OF INTEREST:

Cr Pasquire declared a personal interest in matters relating to the Friends of Radley
Lakes and a personal and prejudicial interest in items relating to Radley Village Shop.

Crs J Standen, Davies and D Standen declared personal interests in matters relating to
Friends of Radley Station and Radley Village Shop.

Cr Johnston declared a personal interest in matters relating to Radley Village Hall as
he is secretary of the Management Committee.

Cr Tomlinson declared a personal interest in matters relating to Radley Village Shop
and the Parish Plan.

82/11 MATTERS RAISED BY MEMBERS OF THE PUBLIC:

(a) THRUPP LANE RESIDENTS: Mr Mike Wilson:

Mr Wilson asked for an update on the Tuckwell and Curtis CLEUD applications.

Officers at the County Council have received a proposal from Tuckwells to make a
planning application to regularise the activities at the site, with a view to improving
environmental benefits.

Mr Wilson had corresponded with Kevin Broughton and John Duncalfe, Oxfordshire County Council officers regarding planning approvals for the businesses at the end of Thrupp Lane.

Cr Johnston reported that Vale planning officers had advised that those permissions were temporary and would expire at the end of August 2011. The clerk was asked to write to the Vale to enquire urgently whether letters have been sent and to ask that the Council is kept informed.

The planners will also be asked to commence enforcement action to have the signs at the end of Thrupp Lane removed.

(b) MR ALLEN, RESIDENT OF 1, FOXBOROUGH ROAD:

Mr Allen queried aspects of the Council's objection to the application to subdivide his property to form two dwellings. The Chairman explained that the timing of the application meant that the Council's response had to be submitted before the meeting.

83/11 ORDINARY MEETING OF THE COUNCIL HELD ON 19th MAY APRIL 2011:

The following corrections were made to the minutes:

Item 67/11: Cr Henderson was added to the membership of the Finance and Administration committee

Item 73/11: *(a) Cr Johnston had nothing to report at that time and would report fully to the next meeting.*

The minutes were **AGREED** for signing by the Chairman.

84/11 CLERK'S UPDATE on matters arising from the minutes:

- (i) **THRUPP LANE SIGNS:** Vale Planners had confirmed that the signs at the end of Thrupp Lane do not have approval. It was proposed by Cr Crowley, seconded by Cr Tomlinson and **AGREED** that the Parish Council will write to the businesses informing them that unless they remove the signs by 31st August, the Council will instruct its contractors to remove them.
- (ii) **DATA PROTECTION:** The Information Commissioner's Office confirms that the Parish Council should register with them because data is processed electronically and they have sent registration forms. The cost is £35 a year.
- (iii) **NAG MEETING 24TH MAY:** Notes of the meeting had been included in the meeting pack.

- (iv) **PARKING RESTRICTIONS, FOXBOROUGH ROAD:** Highways had responded to say that they would not be progressing the request.
- (v) **KENNINGTON ROAD:** The clerk had reported the puddle that collected between the Woodlands entrance and the bus stop to Highways.
- (vi) **THRUPP LANE TRAFFIC ISSUES:** Kevin Broughton had offered to arrange a liaison meeting between all interested parties and it was agreed that the Council would be pleased to attend.

85/11 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS:

- (i) **DISTRICT COUNCILLOR:** Cr Johnston reported that there had been one meeting of the new Vale Council. The new Leader was Matthew Barber. A Cabinet would be instituted which would at present comprise Mr Barber and three other. Another re-organisation of senior management was expected.

Cr Johnston had been re-appointed to the Planning committee. Cr Robert Sharp of Stanford in the Vale had been elected Chairman and Cr John Morgan of Wantage Vice-Chairman.

- (ii) **COUNTY COUNCILLOR:** Cr Fatemian reported that:

- (a) “On highways – note that some work has been done, particularly on the railway bridge to lower Radley and other areas around the village. As the weather improves we should see a period of concentrated repairs over the next few months. I have also been informed that Thrupp Lane will be considered for repair within the 2012-13 Carriageway Works Programme and I will make representations to that effect while the decision making process is on-going. As regards Thrupp Lane I am also aware that officers are now open to the idea of opening up access via Barton Lane and are currently exploring the options and feasibility around this.

On the Wetlands centre - I wrote to the chairman of the development control committee, Cllr Robert Sharp, prior to the meeting expressing my support for the proposals and outlining some of the practical issues around the planning application. I am aware the MP, Nicola Blackwood, also wrote to the Vale in support of the application. Cllr Sharp contacted me to inform me that the committee had agreed to delegate approval of the planning application subject to agreement between the Vale and OCC Highways. In other words, it won't go back to the committee unless the two sides fail to reach an agreement.

As a result of this Oxfordshire County Council officers had a meeting with Earthtrust and their transport consultants on 9th June to discuss the highway issues and are currently awaiting revised plans and information from the applicant.

On the Tuckwells CLEUD - officers are now awaiting details of the planning application that Tuckwells wish to submit for the site, however I have met with Kevin Broughton, the consultant who is providing strategic overview on all issues on the land around Thrupp lane and Kevin assures me that

“The most important thing is to make sure that we do not forfeit the opportunity to a) refuse the CLEUD and b) take appropriate enforcement action if we have to. We have adequate time between now and the end date for enforcement to be able to consider a planning application that Tuckwells might submit. At the moment we are content with that time frame, but I am watching the key dates very carefully!”

I have stressed the need for urgent action with Kevin and I know he is meeting representative of various stakeholders over the next few weeks. Kevin has also given me an undertaking that he would happily attend a meeting between the parish council and Thrupp lane residents before he goes on a short holiday on the 11th July.

The long term goal is to create a liaison group with representatives from all the stakeholders present, including Curtis, Tuckwells, Thrupp Lane Residents, The Parish Council, The Vale of White Horse District Council and OCC and to have the group chaired by myself.”

- (b) ROMP: The Council noted that if there has been no application by February 2012, the ROMP will cease to exist. The new Minerals and Waste Strategy consultation proposals do not designate Radley as an approved site.
- (c) Pedestrian Crossing, Pebble Hill: Highways had stated that this would not be a priority as there had been no fatalities. Cr Henderson agreed to resend his e-mail for Cr Fatemian to pass on. It was proposed by Cr Tomlinson, seconded by Cr Howard and **AGREED** that the Parish Council should put its full weight behind the request for a pedestrian crossing.
- (d) Meeting with Kevin Broughton: It was agreed that this would be an extra meeting of the full council and the preferred date was 6th or 7th July.

86/11 POLICE MATTERS:

- (i) SPEEDING, KENNINGTON ROAD: Cr Johnston noted that the Parish Council had asked for the police to carry out additional speed checks in Kennington Road and residents were most grateful that the police had done so.

- (ii) **MOTORBIKES, THRUPP LANE:** PCSO Wright reported that there has been an increase in off-road bike issues in the area and the police are being very robust in tackling the problem. He asked if it would be possible for signage to be erected saying “private land” and “no-off-road biking in this area. The clerk was asked to write to the landowners concerned.
- (iii) **POLICE ACTIVITY AT THE STATION:** Cars parked in the emergency bays had been removed and one car without a tax disc had been reported to the DVLA. Cr D Standen reported that First Great Western had contacted the Friends of Radley Station to say that they have funds to extend the car park to the south on the Oxford side. It was proposed by Cr Platts, seconded by Cr Johnston and **AGREED** that the Council should write in support of extending the car park.
- (iv) **METAL THEFTS:** Cr Howard reported that there have been a number of thefts of metal items from the mobile home parks, even from the rear of properties. PCSO Wright reported that a police operation is in place and vehicles carrying scrap metal will be stopped and searched.
- (v) **THEFTS FROM SHEDS AND WORK VANS:** The police are able to offer advice on securing equipment and bicycles can be micro-chipped.
- (vi) **WETLANDS CENTRE:** The police are aware that the shelters are attracting anti-social behaviour and are visiting regularly. There had been a break-in at Sandles but it had been secured again.

87/11 PLANNING MATTERS:

- (i) **NEW APPLICATIONS:**
 - Cr Johnston withdrew from the meeting while this item was discussed as he is a member of the Vale Planning Committee
 - (a) **RAD/237/120 and RAD/237/121-LB:** Demolition of existing gymnasium building. Erection of new buildings to include teaching, social and display spaces. (Amendment to planning permission RAD/237/116): Radley College.
NO OBJECTION
 - (b) **RAD/14959/7: 11/01264/LBC:** Demolition of fire damaged modern structure currently preventing the repair of the historic timber frame: 104 Lower Radley.
NO OBJECTION
- (ii) **APPLICATIONS CONSIDERED DURING THE MONTH:**
 - (a) **RAD/13453/4:** 1, Foxborough Road. The Council had **OBJECTED** to the application. The Council questioned the amount of work that had been undertaken under Permitted Development and it was proposed by Cr Davies, seconded by Cr

Tomlinson and **AGREED** that the Council will ask the Vale to consider whether an Article 4 direction would be appropriate in this case.

(b) RAD/899/6: 72, Foxborough Road: The Council had returned NO OBJECTION.

(iii) APPLICATIONS PERMITTED BY THE VALE:

(a) RAD/19245/1: Conchiglia, Thrupp Lane: Demolition of existing rear conservatory and removal of link roof. Construction of new single storey rear extensions and extend over existing link with new roof.

(b) RAD/5107/2: 141 Sugworth Lane: Partial roof extension to pitch over flat roof and loft conversion of existing roof volume.

(iv) WETLAND CENTRE: Cr Crowley had attended a meeting of the Radley Wetlands Centre Management Committee and reported that much of the meeting had been taken up with discussion of highways issues, including the possibility of opening up Barton Lane. Various changes requested by the Vale have been made to the application. The clerk was asked to write to Cr Fatemian asking that he bring pressure to bear on Highways to resolve the highway issues in Thrupp Lane.

(v) AMENDMENT TO THE STANDING ORDERS:

It was **AGREED** that details of planning applications should be sent by e-mail to all councillors and councillors would look at applications online **unless** they asked to see the paper copy, when it would be circulated.

88/11 HIGHWAY MATTERS:

(i) TRIP HAZARD: The Clerk was asked to report to Highways a tree outside 92, Foxborough Road whose roots are forcing up the pavement surface.

(ii) OVERHANGING TREES: The Clerk was asked to report trees overhanging the pavement in the following locations: Station House, 15A Church Road, and 67 Foxborough Road. The clerk was asked to instruct the Council's contractors to cut back the Play Area willows which were encroaching on the pavement again.

(iii) PUDDLE, KENNINGTON ROAD: Cr Howard reported that Highways had only cleared one of the drains. The clerk will report that the problem has not been solved and ask them to come back.

(iv) CONTRACTORS' VEHICLES, FOXBOROUGH ROAD: Cr Davies reported that he is keeping an eye on the situation and that the contractors have been reasonable cooperative.

- (v) WHITES LANE JUNCTION: The clerk had reported that because there had been no recorded accidents in this location and budget constraints, Highways would not consider parking restrictions at this location.

89/11 FINANCIAL MATTERS:

(i) AUTHORISATION OF PAYMENTS:

It was proposed by Cr Henderson, seconded by Cr Tomlinson and **AGREED** that the following payments should be made:

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| 405 | Mrs J E Dymock | Salary June 2011 | £ 690.98 | £ 973.59 |
| | | Expenses: | | |
| | | Mileage | £ 171.60 | |
| | | Telephone | £ 8.65 | |
| | | Postage | £ 12.00 | |
| | | Photocopying | £ 3.78 | |
| | | Village Cleaner July 2011 | £ 86.58 | |
| 406 | Mrs Karen Sharp | Salary June 2011 | | £ 148.15 |
| 407 | Miss S Raven | Parish Plan expenses (LGA 1972 s111) | £ 80.00 | £ 116.20 |
| | | | £ 36.20 | |
| 408 | HMRC | PAYE and National Insurance | | £ 130.38 |
| 409 | Radley PCC | Church Room rental | | £ 112.00 |
| 410 | RJS(IA)Ltd | Internal Audit | | £ 192.50 |
| 411 | Copycat Services | Printing Garden Competition leaflets | | £ 50.00 |
| 412 | MRH Services | Play Area Inspection | | £ 38.75 |
| 413 | Geoff's Minibuses Information | Minibus hire Garden competition | | £ 150.00 |
| 414 | Commissioner | (Annual) registration fee | | £ 35.00 |
| 415 | M Shute | Village Hall - Balance of kitchen fitting | | £ 2,920.80 |
| 416 | Berinsfield Community Business | Gardening | | £ 353.04 |
| 417 | RBS Software Solutions | Mileage for set up | | £ 25.92 |

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| 418 | British Gas Business | Pavilion Electricity Supply | £ | 107.25 |
| 419 | Local Council review | Subscription | £ | 15.50 |

(ii) **PLAY AREA REPAIRS:** The clerk reported on the findings of the latest inspection and it was **AGREED** to accept MRH Services' quote for the works:

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|----|---|---|--------|
| a) | Junior Multi-Play: To exchange platform between tube and bridge and 3 bridge sections | £ | 219.95 |
| b) | Spring Seesaw: To eliminate movement on base plate | £ | 69.32 |
| c) | Multiplay fireman's pole, to eliminate movement | £ | 149.32 |
| d) | Removal of moss algae from the safety base | £ | 40.00 |

The Council had allocated £2,000 in this year's budget for repairs.

(iii) **Kissing Gate:** To cover the walk through area with paving ballast. £ 138.65
Mr Herring would be asked to quote as an extra for removing the scrapings.

(iv) **LOCAL GOVERNMENT PENSION SCHEME:** It was proposed by Cr Johnston, seconded by Cr Tomlinson and **AGREED** to offer membership to the clerk, and that the scheme would start on 1st August. The litter collector would be asked whether he wanted to join the scheme.

(v) **DATA PROTECTION:** The clerk had spoken to the Data Commissioner's office and they had stated that the Council should register. This would cost £35 per annum. SLCC training which she had attended since the last meeting had also raised the question of whether councillors should register individually if they were processing information outside the scope of Council business.

(vi) **FINANCE AND ADMINISTRATION COMMITTEE:** It was **AGREED** that Cr Cook would join the committee and Mr Henderson stood down.

90/11 CONSERVATION:

(i) **GARDEN COMPETITION:** The clerk gave a brief update. Mr Michael Matthews had kindly agreed to give a brief talk at the presentation. The clerk would approach the new nursery at Lodge Hill for sponsorship.

(ii) **THRUPP LANE ENTRANCE TO THE VILLAGE:** Following the approach from Thrupp Lane residents, it was proposed by Cr Tomlinson, seconded by Cr Henderson and **AGREED** that the Council would enter into a formal licence agreement with Oxfordshire Highways to maintain the verges around the Thrupp junction.

91/11 TWINNING:

The clerk summarised her report. She reported that other places set up a committee to manage twinning and although grants are available, the committee would fund-raise to cover costs. She recommended that the Council’s next step should be to determine whether there is interest in the village in becoming involved.

Councillors voiced some reservations about twinning but it was **AGREED** that the clerk should place an advert in Radley News asking for expressions of interest.

92/11 CORRESPONDENCE:

FOR ACTION:

- (i) OALC: Training for new councillors. The clerk will forward details.
- (ii) OCC: Library Service Consultation: It was noted that the Parish Plan questionnaire had returned a high level of support for libraries. The clerk will forward details of the consultation to councillors to be discussed at the next meeting.
- (iii) OCC: Concessionary Fares consultation: The link to the online papers will be sent to Councillors for them to make a personal response.

FOR INFORMATION:

- (i) H Tuckwell and Sons: Re: Site visit 31st March: The letter is to be scanned and sent to Councillors
- (ii) Radley College: Notice of end of term celebration with fireworks.
- (iii) Affordable Rural Housing Conference Monday 11th July: Noted.
- (iv) ASHTAV magazine: Noted.

93/11 FORTHCOMING MEETINGS:

Councillors were invited to attend the Liaison group site meeting to be held on Saturday 25th July, meeting at Sandles at 10am.

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