

**MINUTES OF THE ORDINARY MEETING OF RADLEY PARISH COUNCIL
HELD AT THE CHURCH ROOM, RADLEY, ON THURSDAY, 26 APRIL 2007
AT 7.30 PM**

PRESENT: Cr b Mott (in the Chair)
Crs Crowley, Henderson, Johnston, Nutt, Rogers, D Standen, J Standen,
Wilson, Wyatt, Wren

47/07 APOLOGIES FOR ABSENCE

NIL

48/07 DECLARATIONS OF INTEREST

Cr Crowley declared a personal but non-prejudicial interest as set out in the Standards Board for England lobby group, dual-hatted members and the Code of Conduct, top paragraph, page 7 in relation to matters relating to the Radley Lakes.

Cr Henderson declared a prejudicial interest in relation to Agenda Item 8 (d) (i).

Cr Johnston declared a non-prejudicial interest in matters relating to the Village Hall and the Oxfordshire Playing Fields Association.

**49/07 MINUTES OF THE ORDINARY MEETING OF PARISH COUNCIL, 22
MARCH 2007**

The Minutes of the Ordinary Meeting of the Parish Council held on the 22 March 2007 were **APPROVED** and signed by the Chairman, with the following amendments:

Minute 38/07 should read: "... considered as there was poor access to all three sites."

Minute 39/07 (a) (ii) should read:

| | | |
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| (ii) | Miss S E Raven: | £739.87 |
| | Salary, April 2007: | £379.50 |
| | Village Cleaner, May 2007: | £96.25 |
| | Expenses 1 January 2007 – 31 March 2007: | £264.12 |
| | 1. Expenses: | £25.00 |
| | 2. Telephone: | £21.74 |
| | 3. Mileage: | £105.54 |
| | 4. Postage: | £23.38 |
| | 5. Photocopying: | £12.10 |
| | 6. Stationery: | £52.22 |
| | 7. Bags/Litter Picker: | £22.36 |

8. Cleaning Materials, Sports Pavilion: £1.78

Minute 43/07 (g) should be added:

- (g) VILLAGE GATEWAYS: It was reported that the 30 mph signs had been removed from the gateway at the Kennington end of the Parish. The Clerk was asked to follow this up with the OCC.

50/07 BUSINESS ARISING OUT OF THE MINUTES

- (a) PLAY AREA: Playdale were being pressed on the minor repairs.
- (b) CCTV PROVISION – SPORTS PAVILION: The Clerk was clarifying the information received and this should be on the next agenda.
- (c) FENCING – PLAY AREA: The Clerk was still trying to obtain estimates for this work.
- (d) TRUST FOR OXFORDSHIRE’S ENVIRONMENT, 29 MARCH 2007: The Clerk reported that she had attended this meeting, and that there was the possibility of funding for small projects through TOE and WREN.
- (e) SOCIETY OF LOCAL COUNCIL CLERKS – REVISION TO MODEL CONTRACT OF EMPLOYMENT: The Clerk was preparing the paperwork on this.

51/07 POLICE MATTERS

Cr Johnston reported that the village hall was in real difficulty as birthday parties for 16, 18 and 21 year olds were attracting an unruly element to the site. Police attendance was essential to stop problems occurring, but they had not attended when requested by the VHMC. The Clerk was asked to ascertain if the police could liaise with the Booking Clerk on this matter to ensure police presence at the events.

52/07 PLANNING MATTERS

(i) New Applications

- (a) RAD/9651/1 – Erection of a single storey extension, 35 Foxborough Road: No objections.
- (b) RAD/17446/1 – Erection of a single storey extension, 26 Stonhouse Crescent: No objections.
- (c) RAD/3279/14 – Erection of a canopy to the existing patio area, The Bowyer Arms: No objections, subject to neighbours’ comments
- (d) RAD/18109 – Erection of a rear conservatory, 5 Catharine Close: No objections

- (e) RAD/15745/1 – Retrospective application for temporary use of a dwelling to house security and supervisory staff connected with infilling of Lake E with Pulverised Fuel Ash, Sandlers, Thrupp Lane: The Parish Council wondered whether this property ever had permission to be used as a dwelling given that it started life as a club house. If it never had permission before, the Parish Council wondered if it could be given temporary permission under this application. The Clerk **AGREED** to look back in the register of planning applications to see if she could find any information.
- (ii) Permission Given**
- (a) RAD/1802/3 – Demolition of existing garage, entrance lobby and carport. Erection of two storey extension to west flank. Erection of single storey extension to rear and single storey extension to east flank. Erection of detached pool house, 38 Sugworth Lane.
- (b) RAD/5040/9 – Erection of new steel framed turkey barn, Peachcroft Farm: It was noted that the building would be of tanalised wood, with a natural grey roof.
- (c) RAD/19969 – Conversion of existing garage and workshop to provide additional living accommodation and refurbishment of existing dwelling, 51 Church Road
- (d) RAD/4664/1 – No 115 Demolition of existing ground floor kitchen and bedroom. Construction of ground floor kitchen with bedroom over and extension of lounge. Erection of a single garage, 113 and 115 Lower Radley
- (iii) Application Withdrawn**
- (a) RAD/3279/13 – Erection of 15m monopole and two cabinets, The Bowyer Arms, Foxborough Road.
- (iv) Misc:**
- (a) RWEnPOWER – FILLING OF GRAVEL PITS
1. The Parish Council asked that if there were any significant changes to the plans following discussions with RWEnPower it could see any changes.
 2. Revisions to the injunction were being considered on the 27 April 2007.
- (b) THRUPP AND BULLFIELD LAKES, RADLEY – APPLICATION TO REGISTER AS A TOWN GREEN: The OCC Enquiry would be reconvened on the 20, 21 and 22 June 2007, in the New Sports Pavilion at Radley College. If it extended beyond that date a week from the 20 September had been set aside.

53/07 FUTURE OF VILLAGE SHOP

The village shop would be opening on the 22 May 2007, and a formal opening would be arranged later in the summer. Mr John Goodenough had been appointed as shop manager for 40 hours a week, and Mrs Sylvia Wilson was liaising with the volunteers to give additional cover. Lynda Pasquire had agreed to do the book-keeping; Critchleys had agreed to do the formal accounts on a voluntary basis; and Martin Wilson was in charge of the licensing arrangements.

The Parish Council gave a vote of thanks to Graham Steinsberg and the rest of the Village Shop Committee for the hard work they had done in getting the village shop back in the village.

54/07 FINANCIAL MATTERS

(a) ACCOUNTS FOR PAYMENTS:

It was proposed by Cr Wyatt, seconded by Cr D Standen and **AGREED** that the following accounts should be paid:

| | | |
|--------|---|---|
| (i) | HM Revenue & Customs (Post Office Ltd) – NI/Tax: Paid in between meetings | £346.39 |
| (ii) | Miss S E Raven: Salary, March 2007: Village Cleaner: 1. April 2007: 2. September 2006 – adjustment: (Clerk claimed £70 but paid out £77) 3. Cleaning Materials, Sports Pavilion | £547.51 £379.31 £77.00 £7.00 £84.20 |
| (iii) | Mrs K Sharp, Cleaner/Caretaker, Sports Pavilion – Salary April 2007: | £139.33 |
| (iv) | Radley College: 1. Radley Village Pond & Car Park: 2. Gooseacre Playing Field: | £314.66 £64.66 £250.00 |
| (v) | Berinsfield Community Business: | £243.81 |
| (vi) | British Gas – Sports Pavilion: | £340.53 |
| (vii) | ORCC – Subscription: | £20.00 |
| (viii) | Railway Development Society Ltd – Subscription: | £21.00 |
| (ix) | Radley Village Hall – Booking for Garden Competition Presentations: | £22.00 |

- (b) SUMMARY OF PARISH COUNCIL EXPENDITURE AND INCOME 2006/2007 AND BUDGET FOR 2007/2008: Received
- (c) ACCOUNTS 2006/2007: The draft formal accounts were noted. These would be looked at by the Internal Auditor, and the formal accounts would be put to the Parish Council.
- (d) DONATIONS 2007/2008:
 - (i) Request from Eleanore Henderson, 1st Radley Guides, for donation towards cost of representing Anglia Guides Association to the Vendelbo Jamboree in Denmark in July 2007: Cr Henderson declared a prejudicial interest and left the meeting. It was proposed by Cr Johnston, seconded by Cr Wyatt, and **AGREED** that the Parish Council should make a contribution of £150 to Radley Guides as an appreciation of the work of the leader and the guides, and indicate that it was hoped that some of this donation would go towards the trip planned by Eleanore Henderson.
 - (ii) Oxfordshire Chinese Community & Advice Centre: To be considered later in the year with the other requests for funding.
 - (iii) Victim Support: To be considered later in the year with the other requests for funding.
- (e) RADLEY VILLAGE HALL: Cr Johnston outlined the financial problems being experienced following the change of policy in relation to bookings for birthdays for those aged 21 or under, which would mean a lose of £2,000 a year in revenue. In addition, the VHMC had been agreeing a scheme with the DC Environmental Health Team to improve the soundproofing at the hall, which would involve:
 - (i) partial double glazing and sealing of the two windows on the housing side of the village hall:: £1,000
 - (ii) Lining the ceiling to reduce the noise by about 8 decibels: £8,000

The VHMC would be applying for grants towards the cost of this work, but this would be dependent on Parish Council support, and it was hoped that the Parish Council would consider giving a grant of £1,500-£2,000 towards the work. Other Parish Councils, such as Kennington and North Hinksey, did give a lot of financial support to its village halls. **IT WAS AGREED** that this should be put on the agenda of the next Finance and Administration Committee.

The Parish Council suggested that the VHMC should consider improving the car park at the same time, and this lead into a discussion on a new village hall project.

- (f) **AUDIT:**
- (i) The Audit Commission had confirmed that BDO Stoy Hayward would be auditor to Radley Parish Council for the financial year 2006/2007.
 - (ii) The Audit Date had been set for 17 August 2007. The notice had to be displayed from 2 to 15 July 2007, and records would be made available from 16 July to 10 August 2007.
- (g) **PARISH COUNCIL CLEANSING GRANT 2007/2008:** The District Council had agreed to give the Parish Council a grant of £429.

55/07 BUS SERVICES:

- (a) **REPORT OF MEETING BETWEEN KENNINGTON PARISH COUNCIL, RADLEY PARISH COULD AND OXFORD BUS SERVICES:** The Parish Council noted the report.
- (b) **MOBILE OXON TIME:** Details of the live bus times by text service was circulated to Councillors. This information had been put in Radley News and on the website.
- (c) **APPLICATION FOR REAL TIME DISPLAYS IN RADLEY: IT WAS AGREED** that the Parish Council should apply for Real Time Displays in Radley in appropriate places in the Parish. It was noted that a Real Time Display had already been agreed for the bus stop by the Bowyer Arms/Railway Station.
- (d) **PROVISION OF BUS SHELTERS IN THE PARISH:** The Parish Council considered the following sites for bus shelters:
- Kennington Road – by Radley College
 - Kennington Road – opposite Radley College
 - Pebble Hill Mobile Home Park
 - Sugworth Crescent
 - Foxborough Road – opposite existing bus shelter

IT WAS AGREED that the Parish Council should have a rolling programme to provide these five bus shelters, and that it would proceed with Pebble Hill Mobile Home Park and Sugworth Crescent.

56/07 CORRESPONDENCE

(i) FOR ACTION

- (a) Vale of White Horse:
- (i) Parish Elections: It was reported that there was an uncontested election in the Parish as nine people have applied for the eleven seats. The first meeting of the new Parish Council would be held on the 10 May 2007, when the Chairman, Vice-Chairman and Committees would be appointed.
 - (ii) Revised Model Code of Conduct for Members – The Local Authorities (Model Code of Conduct) Order 2007 comes into force from 3 May 2007. It was noted that the Parish Council was required to notify the Standards Board when it adopted the revised code, and that the Standards Board strongly recommended that Councils adopted the revised code at the first opportunity without amendment. The Parish Council would consider this when the revised model code of conduct was available.
 - (iii) Licensing policy for Hackney Carriages/Private Hire Vehicles: The Parish Council decided not to comment on this document.
 - (iv) Strategy Sustainability Appraisal Scoping Report: Cr Johnston reported that this related to the Planning Regulations. The Parish Council decided not to comment on this document.
- (b) Oxfordshire and Buckinghamshire Mental Health Partnership NHS Trust – Membership recruitment campaign: Details of the campaign were made available to Councillors.
- (c) Alfred McAlpine – Low Voltage Overhead Line Refurbishment, Radley: It was noted that work would be carried out within the next three months. Details had been put in Radley News.
- (d) Oxfordshire association of local councils – Annual General Meeting 11 June 2007/nomination of representatives to the Executive Committee: Noted
- (e) Leaking Sewer – Field opposite Bigwood Caravan Park: It was noted that this had been reported to the Clerk who had ascertained that the DC had dealt with the matter.

(ii) FOR INFORMATION:

- (a) Oxfordshire County Council:
- (i) News Magazine, Spring 2007
 - (ii) CAG Project,, March 2007
 - (iii) News, March 2007

- (b) Vale of White Horse DC - Potential Reservoir – correspondence between the DC, Thames Water and Local MPS
- (c) Oxfordshire Rural Community Council:
 - (i) News Bulletin April 2007
 - (ii) Oxfordshire Villages of the Year Competition – Report 2006
- (d) The Playing Field Spring 2007, Oxfordshire Playing Fields Association Newsletter
- (e) Postwatch – Post Office Closures
Full response to the Government’s consultation available on www.postwatch.co.uk
- (f) Carers’ Focus – Newsletter of the Oxfordshire Carers’ Forum Spring 2007
- (g) RoSPA International Safety Conference, 14 June 2007, Loughborough University
- (h) Society of Local Council Clerks – 2007 Conferences
- (i) Open Spaces Society: Saving commons from clutter
- (j) David Ogilvie Engineering – Street Furniture Rental
- (k) Abingdon Museum Public Consultation
- (l) Concessionary Solutions Ltd

57/07 CONSERVATION MATTERS

- (a) FOOTPATH 10: Cr Wilson reported that he had walked this path, and it was now satisfactory.
- (b) VILLAGE POND: The Parish Council noted the report of the Village Pond Management Committee on the 23 April 2007. It was noted that there was a lot of algae on the pond, and Cr Johnston indicated that putting Barley or Oats Straw would solve the problem. **IT WAS AGREED** that this should be followed up.
- (c) NOTICE BOARD – BY VILLAGE SHOP: It was reported that a site for the notice board had been agreed, and the notice board would be put up shortly.
- (d) ALLOTMENTS: Cr Wyatt reported that one of the allotment holders had asked why the Parish Council did not allow sheds to store gardening tools on site. **IT WAS AGREED** that the Council would review the conditions of the allotments.

- (e) CENTENARY GARDEN, SPINNEYS BUNGALOWS: The Clerk had not heard whether the Vale Housing Association were happy with additional planting.

58/07 PLAYING FIELD – MAINTENANCE/GRASS CUTTING ARRANGEMENTS

Cr Nutt reported that should Berinsfield Community Service be unable to carry out the work satisfactorily, Radley College were willing to take over the work. Berinsfield Community Service had indicated that it was unable to increase the number of cuts it could give, and it was felt that the field needed more cuts than had been allocated. **IT WAS AGREED** that the Clerk and Cr Nutt should meet the Head Groundsman at Radley College to discuss the cost of the service.

59/07 HIGHWAY MATTERS

- (a) SCHOOL CROSSING PATROL PERSON: There was no further information on this, but the Clerk had written to the new headmistress to make her aware of the request.
- (b) CATHARINE CLOSE: The Clerk reported that she had received from one of the residents of Catharine Close copies of correspondence with Oxfordshire and Berkshire County Councils setting out details of the adoption of this road. The Clerk was pressing for repair work.
- (c) POTHoles – FOXBOROUGH ROAD/SUGWORTH LANE: The Clerk had been informed that the potholes in Foxborough Road were scheduled to be done and, as extensive repair work had been carried out in Sugworth Lane, she had not pressed for a meeting. Cr Johnston also reported that he had been told that repair work was going to be undertaken in Foxborough Road.
- (d) INCREASED TRAFFIC ALONG THRUPP LANE/CONDITION OF THRUPP LANE/NOISE FROM CLEANAWAY VEHICLES: No response had been received from the OCC Forward Planning/Transport Planning Team regarding an access through to Barton Lane. Regarding the early starts by Veolia (new name for Cleanaway), the DC contract stated that no collections should take place before 7 am, although the street cleansing service started at 5 am so there might be a small number of vehicle movements at 4.30 am. Veolia also operated a recycling fleet on behalf of West Oxfordshire District Council.

As the responsibility for monitoring noise complaints was the DC Environmental Protection Team, the matter had been referred to that department, and it was understood that Mr Alick Natton had been in touch with Mr Mike Wilson.

- (e) VILLAGE GATEWAYS: It was reported that the 30 mph roundels on the name plate had been removed by the OCC at the request of the police as they wanted

to enforce the 30 mph speed limit between Radley and Kennington. The 30 mph repeater roundel on the name plates was not permissible within a 30 mph speed limit that had street lighting, and this could nullify any speeding conviction being pursued by the police if contested in the Courts.

- (f) LOWER RADLEY – TRAFFIC FLOW: Residents had raised concerns about the validity of the traffic survey carried out by the OCC, and the queries had been passed on to OCC Highways.
- (g) ROAD SIGNS ON WHITES LANE INDICATING WAY TO VILLAGE SHOP/PO: It was reported that the Village Shop had requested that small signs be put up, and the Clerk was asked to put this request to OCC Highways.

60/07 PARISH WEBSITE

There was nothing specific to report on the website.

61/07 REPORT OF DISTRICT AND COUNTY COUNCILLOR

Cr Johnston reported:

- (a) Vale of White Horse DC: The DC was dealing with the elections, and there was little else to report as officers were working within existing policy. The Annual Meeting of the DC was on the 16 May 2007.
- (b) Oxfordshire County Council: The County Cabinet had been reconfigured by the leader, and Cr Johnston reported that he was the Shadow Strategic Planning Councillor. He warned that the funding for OCC Highways was not good, and the timetable for minor road repairs was now put at 1000 years. There were also problems with the funding for the services for the elderly as the demography increases for inflation had not allowed for the increase in the number of elderly people.

62/07 NOTIFIED BUSINESS

- (a) PARKING BY ENTRANCE TO RADLEY COLLEGE FIELD – ST JAMES ROAD: There was concern about the number of vans parked in this area, and the Clerk was asked to draw this to the attention of Radley College.

Date:

Chairman