



## Minutes of the Meeting of Full Council Held in the Community Office at 8.00pm on Tuesday 13<sup>th</sup> January 2015

**Present:**

**Councillors:**

Ian Hill – Chairman  
David Tindale – Vice-Chairman  
Tim Horton  
Nick Greaves  
Tony Williamson  
Robert Barber  
Nick Hancock  
Elizabeth Winton  
Rhian Woods  
Neil Boddington  
Keith Lovelace  
Bob West

**Officer:**

Kristina Tynan

**Press:**

David White – Henley Standard

**Members of the Public:**

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01/15 Apologies for absence  
Roddy Orr, Robin Wilson

02/15 Chairman's Remarks  
There were no Chairman's remarks

03/15 To receive Declarations of Interest  
There were no 'Declarations of Interest' notified.

04/15 Minutes of the Full Council Meeting held on the 9<sup>th</sup> December 2014 to be signed as a correct record  
The following amendments to the minutes were agreed: Minute 173/14, Page 76 line 2 to read 'must' not 'much' and Minute 181/14, Page 77 line 7 to read 'by' not 'be'.  
**Resolved:** That these minutes, with the above amendments, are a correct record of this meeting and that they be signed by the Chairman.

05/15 Matters arising from the Minutes  
There were no matters arising other than agenda items.

06/15 Public Questions

There were no public questions notified.

07/15 District Councillors Report

Apologies were received from both Angie Paterson and Anna Badcock.

AP sent through the following written comments on CIL, Local Plan Review and Planning which were noted.

**CIL** – a consultation on the rate and scheme for South Oxfordshire will be coming out next month. There has been some delay but we are as confident as we can be that we now have a proposal that will bring in some much needed infrastructure money without putting a burden on the industry that would limit much needed house building. The consultation will test our view! From April 2015 planning authorities will no longer be able to pool S106 monies. Money can still be collected but will have to relate to the particular development rather than be able to be pooled for wider use. CIL will be available for this when introduced.

Just to confirm when CIL is introduced communities with a neighbourhood plan will receive 25% or the money, those without 15%. NPs will of course help to identify the infrastructure needs.

**Local Plan Review** – there will also be a further consultation on this starting next month. The fairly wide ‘issues and scope’ consultation has helped to narrow things down a bit but there are still too many questions to come to Preferred Options. We are also waiting on other Districts with regard to the SHMA and unmet need from other districts, in our case most notably Oxford City. As you know we have a duty to cooperate with our neighbours and the council is keen not to just sit and wait but to move forward on our own need whilst key questions on others unmet need are pursued.

**Planning** – I note a comment in the Minutes on Customer Relationship Manager. As I’ve only just seen this I haven’t been able to follow up but will do so. However just to remind you that this side of planning is not specifically within my remit now. Elizabeth Gillespie has cabinet responsibility for the development management side of planning.

**Election Costs** – TH raised his concern about SODC’s provisional costs if there is a contested election as the potential level of costs to parishes is quite substantial. However it is early days and SODC is still in the process of resolving this matter. The General, District and potentially the Parish Election will be on the same day and if there is a contested election WPC would be charged 1/3<sup>rd</sup> of the total cost. Costs could be as much as £4000 to WPC which would be a cost of £2 per elector in our Parish. TH stated that he has looked at various District Council’s charges for Parish Councils and 1/3<sup>rd</sup> seems very high. SODC Cabinet members have committed themselves to a general review of election costs but this will not take place until after the Election. TH said he has asked OALC, as an individual, if they have been consulted on Parish Election costs and they have advised that they are having urgent talks with SODC. It was noted that the costs split is an SODC decision.

08/15 County Councillors Report

Stephen Harrod had sent his apologies for this meeting.

09/15 Thames Valley Police Report

No report had been received.

10/15 To receive the Balance of Accounts and approve the list of Payments

Tim Horton read out the Balances of Accounts and proposed that the list of payments be settled. He stated that the payment for £1800 to TPP is for the NPCC Traffic Survey Presentation and is within their budget. TH said that he would be grateful if the NPCC could give notice of any large payments they will be making in advance of the order being made.

**Resolved:** That the Balances of Accounts and the list of payments be settled and that they be signed by the Chairman

11/15 OCC Consultation on the Charlotte Coxe Charity – Formal response from WPC – deadline 30/1/2015 – document was attached to agenda.

IH stated that this relates to the house next to the library which was put up for sale two years ago but there were issues with this. OCC would like to go ahead and do something with it but the Charity Commission have said that if they are selling a substantial asset they have to have a public consultation. IH said that OCC are now aware of their obligations as per the legislation and this is why this building is being consulted on now as they should have done this a long time ago.

It is very important that as many people in the community respond as possible. In the document they outline six possible options and NG, TH and IH have been dealing with this issue and could prepare a draft response. RB said that he was very concerned that they would sell the freehold and this needs to be looked at long-term. It was noted that a lot of work needs doing to the building to get it into a condition where it could be rented to a tenant.

RW said that could OCC be asked to fund the works needed to the building and then use the first few years of rental revenue to pay it back? It was thought that this would not be an option as who would arrange the works, project manage it etc. Also it could be a commercial risk to OCC and would be very complicated.

NG stated that OCC's preferred option is the sale of the long lease freehold.

After discussion a vote was taken on whether this should be referred to the Strategy Committee meeting on the 28<sup>th</sup> January. **Vote:** 5 in favour, 3 against, 4 abstentions.

**Resolved:** That this issue be discussed and a response to this consultation be agreed at the Strategy Committee meeting on the 27/1/2015 and that the meeting go into Confidential Session if figures need to be discussed.

12/15 OCC Weight Restriction Enforcement Prioritisation Policy – deadline 19/1/2015 – document was attached to the agenda.

IH said that this is to have a more formal system in place not just to deal with the people who shout the loudest. There will a priority assessment and then it will be assigned on a 1-4 priority. IH said it is not clear whether 1 or 4 is the highest priority but will check on this. IH said that one thing he did not like is that if people send in registration numbers they will reduce time allocated in doing on-site monitoring in that area. It is a wordy document but does have some good points in it.

After discussion it was:

**Resolved:** That Ian Hill draft a response which will be circulated to Councillors for comments and then a final agreed response to be sent by the Clerk on 19/1/2015.

13/15 Committees:

**A: FINANCE** - 8/1/2015

**Resolved:** That these minutes are accepted by Council.

#### **Budget 2015/2016 and Precept Recommendation to Council**

TH reported that Finance Committee have met and made some adjustments to the figures. There have been adjustments of figures for staff pay in the light of the application of NALC advice on pay in local government and a decrease in the Operations Contingency to £2500 from £3000.

**Resolved:**

i) To increase the Council Tax Band D from £75.47 to £78.19 (3.6%) and other bands proportionately

ii) To establish a precept (being the Band D figure multiplied by the Tax base of 1142.9) of £89360, noting that with an additional grant from SODC of £3748 an **income of** £93108 will be received from SODC as collection authority.

iii) To approve the attached Committee Budgets figures (Final Budget for 2015/2016) which is attached to the end of these minutes

#### **Pavilion Investment**

**Resolved:** That Council create a special fund to be named the 'Pavilion Investment Fund' and that a transfer be made from General Reserves of £1000 and be put into this fund. That the PSFC

Committee be invited to discuss this with the Sports Sections with a view to having a joint approach to this fund for future years.

**Staff Salary Reviews following information received by NALC Dec 2014**

**Resolved:** To agree the adoption of the NALC Recommendations and changes to salary remunerations in 2014/2015.

**Youth Club Grant Payment**

**Resolved:** That Council pay the Youth Club £3000 but that this payment be reduced by the final amount of rental owing for 2014/2015 use of the Sports Pavilion.

**Proposal for continuation of Service 101**

**Resolved:** That Council, in principle, be prepared to financially support the 101 service which will can be taken out of General Reserves, if necessary and that Ian Hill and Tim Horton meet with the 5 Parish Bus Group to discuss and negotiate the detail and come back to a Full Council Meeting with a financial recommendation.

**Review of Cuxham Field**

**Resolved:** That two Councillors and the Clerk have a visit of the premises of Cuxham Field and meet the current tenant to carry out a review. NG and IH agreed to accompany the Clerk.

**B: PLANNING –6/1/2015- Rhian Woods**

**Resolved:** That these minutes are accepted by Council

RW said that the Committee considered 5 applications at this meeting. There was one contentious application that of **Marigold Cottage Howe Hill** which was unanimously objected to. Some of the main objections to this application include; it does not comply with the Core Strategy CRS1, Impact on the AONB, Highway issues, Impact on the neighbouring house and lack of sustainability. The detailed response has now been agreed by Planning Members and will be sent to the Case Officer tomorrow by the Clerk.

With regard to **6 Cuxham Road** which was discussed a month ago at Full Council the Case Officer decided ahead of the target date to grant planning permission. The Planning Committee will be composing a letter on this issue to SODC which will also be copied to our County Councillor because of the highway implications.

RW provided an update with regard to **Lys Mill** and stated that SODC will be having a meeting with the applicant and we wait to hear what happens at this meeting.

**C: STRATEGY** – There has been no meeting.

**D. OPERATIONS** – There has been no meeting.

**E. ALLOTMENTS** – There has been no meeting.

**F. PAVILION AND SPORTS FIELD** – There has been no meeting.

NB reported that he has had meetings with the sections and has now got an element of agreement for a final Stewardship Agreement. IH and NB have re-drafted the Agreements. The only significant change from the one produced for the December Full Council meeting is that the Bar Committee will have sole charge of the Bar and will not be part of the Stewardship Agreement. Both sections will have to agree the membership of the Bar Committee.

There will now be one Agreement for the Football Club and one Agreement for the Cricket Club, Aunt Sally and Darts. There is a PSFC meeting next week and it is hoped that the Agreements will be signed by the end of January.

After discussion it was:

**Resolved:** That the Stewardship Agreement be signed by Neil Boddington and the Clerk on WPC's

behalf but agreed by Ian Hill prior to being signed. The agreement to be for one year.

**Christmas Trees at the Recreation Ground** – This is a pick up point for SODC and all trees will be removed on the 19/1/15.

**Sports Section Fundraising** – NB reported that they had a fundraiser at the Pavilion over the Christmas period and the money raised will be spent on decorating the Pavilion.

**Car Park at the Recreation** – NB said that we will need to have a strategy for the Car Park for the future as the condition is not great and people have been driving on the track.

**G. AFFORDABLE HOUSING** – There has been no meeting.

**H. NEIGHBOURHOOD PLAN CORE COMMITTEE**– There has been no meeting. The next meeting will be tomorrow night 14/1/2015.

**I. NEIGHBOURHOOD PLAN STEERING GROUP** – There has been no meeting.

14/15 Correspondence for Information - List Attached to Agenda

*Correspondence will only be discussed if urgent and if it cannot be passed to the relevant committee to discuss.*

**Letter No 23 – Harlaxton re Roadwork's** – Another sign is going to be put at Pyrton Lane and also traffic lights will be put in this location. RB thanked IH for the staggering amount of work he has done on this issue with liaising with the contractors and OCC. RB also asked if some restoration work will be done on Pyrton Lane when the roadwork's are completed and the road surface and verges are getting badly damaged.

**Letter No 22 - Lawful Development** – RW and RB will be addressing this issue of this site which used to be the 'Jolly Ploughman's' pub. The landlord at the time had permission to live in the mobile home for his lifetime but has now died. The site is owned by Brakespear and they are putting in for lawful development and we have been asked for information about this site. This is not a planning application.

**Letter No 24 –Peter Richardson** – PW has sent in a letter which stated '*I assume that Nick Greaves comments were approved by the Planning Committee to be presented as his opinion but in the knowledge and acceptance that he is a member of the Parish Council and specifically the Planning Committee, in order that the public see that he does hold that position*'

It was noted that any Councillor can comment on a planning application in a personal capacity and that Nick Greaves followed the correct procedure of not submitting a personal response before the Planning Meeting and in not mentioning that he is a Parish Councillor in his personal response to this application. All Councillors are entitled to respond in their own right and it would be wrong to mention in a personal response their role as a Councillor. The reasons for this is that a personal response mentioning that he is a Parish Councillor could be interpreted to mean that it represents Council's opinion.

Should a councillor make a public comment in advance of a planning meeting then he or she should not subsequently take part in it.

**Letter No 17 – Charles Eales**– Some issues will be dealt with by the Operations Committee

15/15 Reports from Organisations and Representation on other bodies – To note reports that have been received

1. **FOWL** – Minutes from the 92<sup>nd</sup> Meeting- these were attached to the agenda – **Noted...**

2. **St Botolph's PCC** – Results of Questionnaire and invitation to a public meeting on the 22<sup>nd</sup> January

2015 at the Village Hall at Russells Water – **this was attached to the agenda. RB stated that most people on top of the hill are within the Ecclesiastical Parish of Swyncombe.**

- 16/15 Other Matters for Discussion at the discretion of Chair  
*To note any other matters raised by Members of the Council*

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.50PM**