

Minutes of Warborough Parish Council
Held on Wednesday 4th January 2017 in The Greet Memorial Hall

Present Cllr Michael Herbert (MH) Chairman
Cllr Paul Duncan (PD) Vice Chair
Kerry Burbedge - nee Lobb (KB)
Cllr William Oscroft (WO)
Cllr Eliza Jones (EJ)
Cllr Anne Brewer (AB)
Lorraine Lindsay Gale (County Cllr) (LLG)
Richard Pullen (District Cllr) (RP)
Lynda Raynor (Clerk)

Public – N. Maytum – S. Thirkettle – C. McLarty – M. McLarty – N. Brown

2017/001 **Apologies** – Moray Scott Dalglish - Illness

2017/002 **Declarations of interest (existence and nature) with regards to items on the agenda.** – PD – Green Parking
AB - Neighbourhood Plan

2017/003 **County Councillor's Report** – Cllr LLG reported that OCC is joining forces with neighbouring councils to create a Regional Adoption Agency for the Thames Valley. Government has advised a £300k grant will be available to help set up the Service. The delayed transfers of care figures show that Oxford improved their Adult Social Care performance over the previous year. The Home Library Volunteer scheme in which individuals choose and take library books to those who cannot get to a library is proving to be very successful, but more volunteers are always needed. Funding has been announced for Children's Services and the scheme for is looking positive. PD asked LLG if anything was happening about the footpath alongside the Thames at Dorchester. It would appear that although it is not what people want the Landowner is within his rights to restrict the width of the path as he has. The situation is not ideal and local residents have antagonised the landowner. OCC will continue to maintain areas of concern.

2017/004 **District Councillor's Report** – Cllr RP reported that Planning Applications are flooding in – Approval has been granted for a development at Crowmarsh. There is little movement on Unitary Debate but SODC have indicated that they would not rule out a Mayor. MH asked RP to comment on SODC Neighbourhood Planners now indicating that Warborough may not meet the May 2017 target. RP replied that this is largely due to staff shortages and a lack of inspectors for the Environmental Surveys. There is a meeting next with SODC & Neighbourhood Plan. MH expressed quite strongly that Warborough PC were very disappointed with this latest development and EJ felt that with all the work that Steering Group had done it was appalling and grossly unfair.

2017/005 **To confirm the minutes of the meeting held on 4th December 2016** – The minutes had previously been circulated to all Councillors prior to approval at meeting. Nicola Maytum (NM) contested the minutes with regard to the reporting of the questions she had asked at the meeting. WO indicated that the minute regarding the sink hole was misleading as it had not been reported to OCC when the distance was found to be more than a metre from the Highway but agreed that the minute need not be changed. MH felt that the minutes were correct and suggested that Councillors vote on them. Further discussion ensued and as it was recalled that as John Kozobucki had recorded the December Meeting he would be approached with a view to listening to the recording to ascertain if the minute was incorrect. Clerk to contact Mr Kozobucki on his return from holiday. If the recording indicates the minutes are wrong this will be reported back at the February meeting. The vote by Councillors was made and the minutes approved. AB abstained because she had not been at the December meeting.

2017/006 **Representation from the Public** – Sue Thirkettle (ST) addressed the meeting saying that the initial Village Survey had indicated that parishioners would be happy with 20 houses being developed. The site most likely to be put forward by NHP will be 36 houses and if Plough Field was also granted permission to develop then the village could end up with 100 more houses. PD commented that the developer of Six Acres had compromised on the maximum number of houses (57) following liaison with the NPSC. ST suggested that some reports question the effect of a Neighbourhood Plan and asked what the Council intended to do. PD replied that the village would be better protected with a plan but no plan guarantees absolute protection. MH commented that the plan is drawn up to strict rules and regulations and any obstruction to the plan is serious. RP felt that the Six Acre and Plough Field developers are likely to put in a planning applications. The question of NHP Steering group's engagement with the residents was again raised and confirmation was given that they are working to the advice 'not to over engage on every point' as this could hinder the progress of the plan. PD agreed that it is emotive and some people would feel aggrieved but asked that the plan is supported by the Parish. The SODC has a presumption to approve planning applications and it was the situation at Benson that had catapulted Warborough Parish Council into action. MH again thanked the NHP Group for all the time and effort that had put in.

2017/007 **Planning** – WO informed the meeting that the plan for 25 Henley Road had finally been approved. P16/S3895/FUL – Block of flats on land at 4 Henley Road was reviewed and discussed and council agreed that a request to refuse the development be returned. Clerk to send full back up report by WO to support this decision.

2017/008 **Correspondence not covered under Committee Reports** – Warborough & Shillingford Community Fund had written that they wish to continue with the Car Boot Sales Apr- Sep inclusive. It was agreed. John Howell is to hold a Neighbourhood Planning Workshop at Watlington on 20th January – NHP Group had requested two places but this had not been confirmed by John Howell's office as yet.

2017/009 **Neighbourhood Plan Report** – Following the extensive discussion earlier in the meeting no further discussion was felt necessary.

2017/010 **Responsible Financial Officer's Report**

Cheques for the month were signed off.

Contracts of employment for staff. One of the questions asked by local auditor was do staff have contracts of employment – they do not. MH agreed to raise them Clerk to supply NALC templates. EJ agreed to verify them when compiled.

New Laptop – Specification for a laptop was circulated and KB volunteered to help Clerk to research, purchase & set up. Due to the erratic behaviour of the current laptop it was felt that this was a matter of some urgency PD proposed that the purchase should go ahead – Agreed by all Councillors.

WO advised that now he had received the Asset Register he would begin work on reviewing the Risk Assessment.

Payments

Supplier	Description	Value	Chq No	Code
Gigaclear	Internet at Greet Hall (Nov)	318.72	D/D	4320
Gigaclear	internet at Greet Hall (Dec)	330.00	D/D	4320
Higgs Group	Neighbourhood Plan Printing	37.56	780	6120
OALC	Social Media Course (KL)	42.00	781	4350
P Bedford	Neighbourhood Plan Printing	64.00	782	6120
L Raynor	Clerks Salary	xxxx	783	4110
W Partridge	Caretaker Salary	xxxx	784	4140
	Booking Clerk Fee	30.00		4320
HMRC	Tax on Salaries	xxxx	785	4120
Aisha Stores	Greet Hall Consumables	15.15	786	5010

Receipts

Received from	Description	Value	Pay In No:	Code
Groundwork UK	NHP Grant	3,441.00	BAC's	
Greet Hall	Rent	385.00	500073	1310
Greet Hall	Hirings	160.00	500073	1320

2017/011 **Committee Reports**

Greet Hall – (MH)

Electricity – A representative from the SSE had offered to come and discuss smart metering and tariffs but it was not considered to be necessary. SSE had written with notification of increased prices from 1st January and it was decided to check out other suppliers / tariffs. MH to action this. Clerk to provide MH with current usage figures.

Gigaclear Access – Jo Carter has indicated that she is not dependant on Internet Access in the Florist room. Clerk works from home and does not regularly use the office. If, however, anyone wanted to view any Council records Internet may be required. It was decided to consider if any facilities could be offered to the villagers but at the end of the first year it would be prudent to continue with the basic package.

Physio Room – Anna Jenkins no longer uses the room and Jo Carter has been using on an ad-hoc basis but would like to include it in her annual rent. It was agreed to propose an increase of her rent to £225 per quarter.

Infrastructure – (WO)

Golpla & Green Parking – MH informed the meeting that similar work at the Church was due to be started very soon and he would approach the contractors for a quotation.

Hole at Wheelers End – WO confirmed that this was not OCC responsibility and suggested getting someone to fill in the hole. MH said there was soil available near the Festival Store and he could transport it to site. Colin McLarty offered to help and MH & WO will complete the work.

Hedge towards Benson – WO wished it to be recorded that Mr Cook had cut this hedge.

Culvert Grills –

WO confirmed that there are no safety grills on the culverts and informed the meeting that he had contacted OCC bridge team but had so far received no response.

Bollards at PO – These had been reported but OCC needed prompting again.

Thames Path Sign – Vandal proof nuts and bolts not cost effective due to volume that need to be purchased it was agreed to fit with normal stainless steel bolts.

Henley Road Speed Sign – OCC policy not to repair but will replace fuses – WO to contact them with additional information he has noted.

Fence near old Telephone Box – Michael Phillips had provided a quotation of £186 labour plus materials. Berinsfield Community Business are commencing work on clearing the ditch in the area during January so MH suggested that we approach them for a price also. MH to contact BCB

Environment – (AB)

Nothing to report.

Recreation – (PD)

Use of Telephone Box – Discussion about the effectiveness of an AED in a village as spread out as Warborough took place. Although the telephone box was being considered – Is this the best situation for it? A decision by Council as to whether this was progressed was needed before further research into costs were carried out. RP advised that SODC has funding available. It was decided that it should be put to the village as a whole and AB would include it in the Parish Council Report in the February magazine.

Cricket Nets – There is a query with registering the lease with the Land Registry. Jonnie Bradshaw is contacting SODC regarding how this will affect the grant.

Play Equipment – PD reported that national guidelines indicate that we are not providing the recommended playground area - currently 0.25ha are recommended but Warborough are only providing a quarter of that for Play Equipment. Where we are short on equipment space, our open space is adequate.

Events – (EJ) *Village Fete* – EJ confirmed her intention to arrange an event this year and a date needs to be decided upon. May was a possible option and she would consult with her group of helpers with a view to confirming this. It would take the form of a traditional village fete during the afternoon with the Six Bells possibly arranging something for the evening.

Website & Communication - (KB) MH informed that the PAGE website is not being updated. KB to look in to this.

2017/012 Any other Business – KB sought confirmation that Council had agreed a donation to Berinsfield Children’s Centre should it be required. Confirmed

The meeting closed at 21.50

The next meeting will be held on 1st February 2017 in the Greet Hall

Signed

Dated