

LONG WITTENHAM PARISH COUNCIL

Minutes of the Meeting held 12th October 2011, 8.00pm, Long Wittenham Village Hall

Parish Council: Tom Bowtell (TB, Chairman), Teresa Benké (TAB, Vice-Chairman), Derek Shelton, Simon Thompson, Andrew Macduff, Gordon Rogers, Clifford Bosley (RFO), Julie Braley (Clerk)

Councillors: Celia Collett (District Councillor)

Apologies: Ann Tomline, Patrick Greene (County Councillor)

2011/67 Acceptance of the Minutes

The Minutes of 14th September 2011 were approved as a true record of proceedings.

2011/68 Public Question Time

Rose Gill of Wittenham Vision Appearance and Sustainability group requested funding to plant 6,000 bulbs throughout the village, OCC has granted permission to plant on the verges, match funding may be available, bulbs need planting in November. Total spend calculated at £1,000.

2011/69 Councillors' Reports

Cllr Collett: business rates 2013/14 should see more money go to district councils although the levels will still be set by central government; control over council tax benefits will be passed from government to district councils with a reduction in funding; car parking rules change in South Oxfordshire effective from 17th October; a voluntary community section forum will be held 9.30 – 2.00, 1st November at Wantage Civic Hall, South Oxfordshire District Council is to trial a 6 month mattress recycling scheme.

Cllr Greene(by email): new footpath signs should soon be installed at Northfield Lane; Street light number 7 (located between Fieldside and Westfield Road) has been repaired; improvements to road surfaces in High Street have taken place; awaiting costings from Highways regarding traffic calming options.

Cllr Bowtell: working with ex-Parish Councillor Matt Clifton on a submission for the Examination In Public concerning the Core Strategy and proposed housing development in Didcot; ongoing correspondence with Highways regarding chicanes; correspondence with James Campbell regarding Northfield Lane (this matter is now closed); repaired cricket stumps at Acklings; attended Wittenham Vision Steering Group meeting.

Cllr Benké: meetings attended: *Wittenham Vision Appearance and Sustainability Group:* village litter pick completed on Oct 1st; swap shop unlikely to occur; *Village Hall Committee:* Cllr Benké reported on planned repairs to the roof; it was agreed the gates would remain open as the sign inviting people to open the gates and use the area for parking isn't working; VH committee to arrange cutting back of shrubs at rear of building, pruning of tree and clearing of gutters; no new caretaker appointed as yet.

- Village Hall roof: 3 quotes received to repair roof, fix downpipe and fit snow/tile guards.
- Village maintenance: Steve Thatcher reminded of the need to cut back hedges at Westfield Road play area.
- Web Site: to be developed and maintained by both Cllrs Benké and Thompson; several requests for inclusion in the on-line directory make this now a priority.
- Past paperwork: now sorted in line with regulations, nothing found relating to public parking at The Barley Mow PH; Clerk to shred unnecessary papers; storage space in village hall to be arranged.
- Village map ongoing.
- Acklings: pre-school request permission to plant saplings and fence in forest schools area.

Cllr Macduff: requires revised costs for defibrillator project, suggested figure is £2,500, Crispin Evans will also arrange a village fund raising event. The Big Lottery Village SOS may provide a source of funding for a new village hall but more detailed information is required.

Cllr Rogers: Liaising with The Bridge and Wittenham Ways regarding relevant articles.

Cllr Shelton: Regretfully Cllr Sheldon tendered his resignation from the PC. The BT box project was handed over to Cllr Macduff and the chicanes project to Cllr Rogers. The PC thanked Cllr Shelton for his contribution to both projects.

Cllr Thompson: a submission has been made to the Minerals and Waste consultation. Savings accounts: very little return makes Nat West as competitive as other familiar High Street names. Website: liaising with Cllr Benké to develop and maintain.

Clerk: problems identifying stolen apparatus at Bodkins from one of the two suppliers, a site visit to be arranged as a matter of urgency as this is preventing submission of an insurance claim; a request for traffic flow data under the Freedom of Information Act has been acknowledged by OCC, they have until 1st November to respond; past paperwork collected from Cllr Benké for shredding; letter of appointment passed to new RFO and gift voucher delivered to outgoing RFO.

2011/70 Planning

Nothing to report.

2011/71 Finance

Current account balance 1st October £32,512.00

Authorised payments included:

- village maintenance
- External Auditor fees
- RoSPA inspection fee
- Uncontested election costs
- Clerk's expenses (April – October 2011)
- Clerk's salary (September 2011)

Bank Account: It would be beneficial and more secure if both RFO and Clerk received monthly statements.

Addition of signatories: The Clerk passed on the necessary paperwork for completion and submission by Cllrs Macduff and Thompson, Nat West having lost the original paperwork.

External Audit: Completed and statutory notice displayed.

Annual Return: The return for year ended 31 March 2011 has been approved and accepted.

Charitable Donations: The Parish Council responded to the following requests for funding:

- South & Vale Carers Centre, Didcot: Clerk to confirm amount of previous contributions.
- Oxfordshire Association for the Blind: refused.

2011/72 Items For Decision

1. *High St Chicanes:* awaiting further information, carry forward.
2. *Village Roof repairs:* a contractor was unanimously elected, Clerk to instruct.
3. *Production of Village Map:* unanimously resolved to spend up to £150 on the services of a cartographer.
4. *Saxons Heath Consultation:* it was unanimously agreed that the responses received (3 for and 3 against), reflected insufficient support for 'No Ball Games' signage, enforcing any ruling would also be problematic. The PC unanimously resolved to promote Acklings as a better venue for ball games through other channels.
5. *Bodkins Original Lease Papers:* carried forward.
6. *Core Strategy Consultation:* a response compiled by Matt Clifton and Cllr Bowtell was unanimously approved for submission.

7. *Wittenham Vision / LWPC working partnership*: Wittenham Vision to be asked to produce a plan of expenditure.
8. *Bulb Planting Initiative*: unanimously resolved to fund the project to £500.
9. *Forest Schools request to plant saplings and add fencing*: unanimously agreed to allow planting but the PC would like details of type of fencing before agreeing to installation.

2011/73 Any Other Business

1. *RoSPA Report*: The Clerk passed on the report to Cllr Benké for comments at the next meeting.
2. *Remembrance Day*: unanimously resolved to make a donation of £100 to the Royal British Legion.
3. *Refuse Collection Lorries along Fieldside*: The Clerk has received a letter of concern that a large collection lorry is being used and churning up the track causing difficulties for many users. It is not apparent why the previous system of using a smaller vehicle or bins being collected by operators on foot has been abandoned. Clerk to forward to Cllr Collett in the hope of resolving the situation.
4. *2012 Meeting Dates*: it was agreed to keep meetings on the second Wednesday of the month when possible.
5. *Didcot Community Forum*: Cllr Bowtell agreed to attend on behalf of the PC.
6. *Water Pumping Station at The Cross*: it was pointed out that this building badly requires re-pointing.
7. *Footpath bridge to Appleford*: Cllr Bowtell had received a report of someone falling here and agreed to examine the current state of the bridge.

The meeting closed at 10.40pm.

The next meeting is scheduled to take place on **Wednesday 9th November 2011**

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Payments approved at the Parish Council meeting of 12th October 2011

PlaySafety Ltd	£226.80	RoSPA report	CN000059
ST Grounds Maintenance	£255.00	village maintenance	CN000060
SODC	£100.00	uncontested election services	CN000061
J Braley	£216.96	Clerk's expenses (April – October 2011)	CN000062
T Bowtell	£12.17	repair to cricket stumps, Acklings	CN000063
BDO LLP	£342.00	External Auditor fees	CN000064
C Bosley	£9.97	USB stick	CN000065
Royal British Legion	£100.00	donation	CN000066
J Braley	£180.00	Clerk's salary (September 2011)	Standing Order

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ACTION POINTS FROM THE MEETING OF: 12th October 2011

Minute Number	Action Required	By
2011/63/PG	Liase with Keith Stenning re: removal of chicanes	GR
	Salt bins: costs	ST/AT
2011/63/TB	Acklings : litter bin	TB
	Transport data request using Freedom of Information Act	JB/TB
	Bodkins: insurance claim	JB
2011/63/TAB	Barley Mow parking, nothing found in past papers	
	Neptune Wood: clarify provision of dog bin by Earth Trust	TAB
	Research play equipment and signage for Westfield Rd play area	TAB
2011/63/AM	Submit application for defibrillator funding	AM
	Bodkins original documents: to be scanned if possible	AM
2011/63/DS	Progress conversion of BT box incorporating defibrillator	AM
2011/63/ST	Website development and maintenance	TAB/ST
2011/64/5	Clerk to liase with Savills and investigate possible purchase of land	JB
2011/65	Addition of signatories to current account paperwork	JB/ST/AM
2011/69	Display casual vacancy notice/ inform SODC	JB
2011/71	Request monthly bank statements be sent out in duplicate	JB
2011/71	Confirm amount of past donation to South & Vale Carers	JB
2011/72/2	Instruct work to Village Hall roof	JB/TAB
2011/72/3	Progress village map with cartographer	TAB
2011/72/4	Reply to all respondents of Saxons Heath 'ball games' consultation	JB
2011/72/6	Submit response to Core Strategy EIP consultation	TB
2011/72/7	Request Wittenham Vision future expenditure plan	TB
2011/72/9	Confirm style/design of requested fencing at Acklings	TAB
2011/73/1	Review of RoSPA report for next meeting	TAB
2011/73/3	Rubbish collection at Fieldside, initially forward to Cllr Collett	JB
2011/73/4	Book Village Hall on agreed meeting dates in 2012	JB
2011/73/6	Contact Thames water re: pumping station disrepair	JB
2011/73/7	Examination of footbridge to Appleford	TB
Previous Minutes	Collect dog fouling signs from SODC	AT

END