

# *Whitchurch on Thames Parish Council*

**MINUTES** of the Parish Council meeting held in the Village Hall, Monday 3<sup>rd</sup> November 2014 commencing 8.00pm.

## **PRESENT**

Chairman	Mr. H. Butterworth Mr. K. Brooks Mr. V. Aldridge Mr. N. Grove Mrs. L. Lucas Mr. H. Ainley Mr. J. Donahue
Clerk	Ms. J. Welham

### **1. To receive apologies for absence**

Mr. H. Ainley.

### **2. To receive declarations of interest**

None.

3. **Public Forum**: Opportunity for members of the public to address the Council. With the permission of the Chairman, the public may also speak about specific items of business as they arise. Mr Stephen Cartwright to speak to the PC about defibrillators, he is responsible for looking after public access to these portable units.

He gave a comprehensive and detailed overview of the equipment demonstrating the ease of use and advising that it is impossible to “shock” someone with the equipment and that the user cannot cause harm or injury to the patient.

There are 140 thousand cardiac arrests per year 5% survive, however if there is access to a portable defrib, then this rate could increase to 85%. Grants are available from the British Heart Foundation But they do not allow the unit to be kept in a locked cabinet.

He advised that they have an agreement with Well Medical to source units at a reduced price of £841.75. The cost of the cabinet with a combination lock is extra at £540. Total cost would be £1382. Battery cost is £120 when renewal is required.

The PC will received a Big Society Grant of £500 towards this unit, the Chairman agreed to try to fund raise the additional £782 so the PC can secure the unit.

The location suggested is the old phone box in the High Street, this will need to be checked for electrical power source as the cabinet needs power for the winter months to keep the unit insulated.

Mrs. V. Jordan to speak on behalf of the Goring Heath and Whitchurch on Thames Twinning Association. Next year the villages will host the visit from their Twin in La Bouille. However as their trip this year was not as well attended as usual there was a deficit on the trip and only went ahead because of loans from two members. The two councils have signed the charter and the twinning society have always been self funding, however due to the difficult year they are asking for a contribution towards them hosting the visit next year. Goring Heath have pledged £300.

The Council agreed to review this at their budget meeting next month.

### **4. Agree Minutes of Parish Council Meeting 1<sup>st</sup> September 2014.**

Approved as a true record.

## **5. County Councillors Report**

Not present and electronic circulated  
Sent apologies via District Councillor Slatter.

## **6. District Councillors Report**

Clr. Slatter reported;  
Thursday 6<sup>th</sup> November is the Service at Dorchester Abbey for Ann Ducker, she stated that she hoped a member or more from the Parish Council would be attending.

A new Leader for SODC Council has been elected Mr. John Cotton, he has taken over already and things will obviously start to change.

The Tesco planning application for the Queens Arms pub in Goring is ongoing, Tesco have stated that there has been “none determination” of their application and plans, but at the same time have resubmitted the plans.

Clr Slatter advised that after almost 30 years she will not be standing again next year for election as a District Councillor. However as she has been attending the PC meetings for 12 years and lives in the village she will be standing for the elections as a Parish Councillor for Whitchurch on Thames. She requested that she attend the councillor training that is being arranged, this was agreed.

## **7. Planning**

Clr Aldridge reported on several applications all of which had previously been commented on by the Council via email.

He expressed his concern that this is not the best way to review applications and that a meeting should be held so the hard copy plans can be observed by the Council and then their recommendations passed back to SODC. If the timing for response is such that the applications cannot be reviewed at a PC meeting then a separate planning meeting will need to be called. This was agreed by Council.

He reported on the meeting he had attended at the Primary School as they are pushed for space and need a new temporary class room. The application is likely to be directly via Oxfordshire County Council, he reported that he saw no issues with the proposals.

## **8. Finance**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
04/09/2014	Berinsfield Community Business	SO	£436	August grass cutting
11/09/2014	T. Franklin Nova Press	SO	£367	October bulletin
22/09/2014	Mr. D. King	163	£630	Weeding Tree removal VG
23/09/2014	Thames Water	164	£87	Pavilion 23/6 to 10/9/14
01/10/2014	J. Welham	SO	£426	Sept Salary
01/10/2014	HMRC	SO	£96	Sept Tax
10/10/2014	Environment Agency	165	£55	Frontage
20/10/2014	Berinsfield Community Business	SO	£592	September grass cutting
28/10/2014	RBL Poppy Appeal	167	£25	Poppy Wreath
03/11/2014	J. Welham	SO	£426	October Salary
03/11/2014	HMRC	SO	£96	October tax
03-Nov	J. Donahue	167	£55.00	Expenses Maze
03-Nov	K. Brooks	168	£10.99	Paint for benches
		<b>Total Payments</b>	<b>£3,302.00</b>	

## **Approved.**

Receipts – 2<sup>nd</sup> half year precept had been received on 1<sup>st</sup> October into the bank account.

### **8.1 Quotations/Grants**

The Clerk advised the following quotations had been received.

Quotation from Berinsfield the contract who carry pout the grass cutting, for various works on the Village Green,

To carry out the works to the top corners of the football pitch, weed kill area, strim nettles, cut back hedges, rotavate and re level are to match football pitch height, reseed, roll flat. £500.

This quote was agreed and accepted.

To strim the mound and clear away all debris. Cut 2ft of Ivy from large oak tree and eco plug ivy stump. £305.

This quote was agreed and accepted.

To strim and rake off car park area £25. Quote agreed and accept.

The Council also stated that the hedges that were planted will need trimming, Clerk to obtain quotation.

Quotation for the Parish Councillor Training arranged to be held in the Village Hall £450 plus travel expenses.

Quote agreed and accepted, clerk arrange for Tuesday 11<sup>th</sup> November and confirm times.

Arrow Accounting the Internal Auditor has sent letter for engagement for next years' Audit 2014/15, £258 plus travel. This was agreed and accepted.

Blandy & Blandy Solicitors Reading had been instructed to deal with Oxfordshire County Council in respect of the Section 278 agreement for the proposed works to Hardwick Road for 2 passing places. They had confirmed that they had received instruction from OCC for a sum of £1500 plus disbursements to the value of £40 this is for raising the Bond required. Blandy and Blandy's legal fees will be approximately £2000. The PC have already paid to OCC a £1500 inspection fee. These additional legal fees total £3540, plus the Inspection fee already paid makes £5040 additional fees for this project.

The Council all agreed that this was too much and that there was no budget to cover such fees as the grant received was for £8000 which only covers the work, and therefore the instruction to the solicitors was not to proceed.

The Clerk to contact OCC to check if the need for a Bond could be removed should the work be carried out by one of their listed contractors as one of the quotations received is from a listed contractor, if the Bond cannot be removed and the need for legal fees to be paid then this project cannot continue.

### **9. Updated Standing Orders** – review and approve.

The council agreed to the new Standing orders which are based on the NALC model standing orders and include the changes since the Localism Act.

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### **10. Other Committee Reports**

**Village Hall** Stephen Trinder reported;

#### 1 Finance

The finances indicate that the current year should be a little better than last, with the revenues slightly up and the costs lower, due mainly to reduced energy charges on account of the warmer 2014 winter.

#### 2 Site Visit

A site visit found the hall in generally good condition and well-maintained. A number of minor points were raised which have been put in hand.

#### 3 Electrics

Goring Gap Electrics (Jonathan Hart) has been commissioned to undertake an inspection of the hall's electrics and appliances on 11 November with a view to providing a certificate of their safety. The opportunity will be taken to add smoke alarms connected to the emergency lights, a heat sensor in the servery and the up-grading and censoring of the car park light.

#### 4 Dumping

Some illegal dumping is occurring in the car park and two notices have been fitted, pointing out that this is private property and therefore illegal.

#### TAPAG

John Southey reported,  
No new report until after their Annual Audit.

#### 11. Village Green

Cllr. Ainley absent so no new report

#### 12. Environment Group Cllr. Brooks – update

Cllr. Brooks reported,

Since the last report more damage to the Village Green has occurred in that a seat has been vandalised. This necessitated repairs by Peter Woolhouse and myself and the seat is now fit for use. We also strengthened other seats on the Village Green which although very nice to look at are, with hindsight, not as robust as one would desire for a public space. However now they are and hopefully this will prolong their useful life. The damage was reported to the police and published on the village web site.

Also during September the Parish Council (myself and Harry) had a meeting with Thames Water to discuss the flooding we had last winter and what could be done to minimise the impact of any further floods we might experience in the future. They suggested putting in monitoring to keep an eye on the levels following intense rain or high water in the Thames to see if water removal from drains is adequate. Both John Southey and Richard Wingfield attended this meeting and made significant contributions and should be congratulated for this.

Both Harry and myself will be attending the South Oxfordshire District Council Town and Parish Forum in November which may well be an opportunity to find out about flood control measures and other important issues affecting communities in South Oxfordshire.

John Southey had been to a Flood Fair on 31<sup>st</sup> October this one day event was very useful and contacts were made with OCC members and the situation in Whitchurch with drainage and the blocked culvert were discussed. OCC may contribute towards the camera survey of the culvert. John is continuing to research this on behalf of the PC and also to contact the landowners whose land the culvert runs under to try to arrange this survey.

#### 13. Sustainability & Allotments

Cllr. Donahue report,

##### **Allotments:**

- Cllrs. Donahue and Brooks made an informal survey of the allotments in September. Of the total 42 plots, they noted that approximately 10 appeared to be of very high standard while another 10 appeared to be completely derelict. Of the remaining plots, a number appeared to be partially or largely overgrown.
- Cllr Donahue subsequently visited the allotments with WDAS Chairman Ros Heath, and Treasurer Mike Marshall who provided background on the allotments. They indicated that at least 3 lots were now available and will be advertised on the WOT web-site closer to the Spring as it is too late in the season to take on new allotments.

They also showed that some of the overgrown plots were producing significant produce, but keeping them well groomed was a challenge for some with the excellent weather we have this summer.

- A sign advertising the new plots is now posted in front of the allotment gates. There is currently no waiting list.

**Whitchurch Maze Committee**

- Two new picnic tables have been cut and installed at the Maze from fallen Oak on Eastfield lane.
- Tim Sheldon Hardwick estate volunteered time and skills.
- James Norman and Jon Hatt volunteered tractor to move them to the maze
- Path Hill Outdoors volunteering time to build benches
- Apple Day event at Maze on was held Sunday 19th October – with a BBQ to celebrate the new picnic table. Good turnout and excellent weather despite a shortage of apples this year!

**WOTHabs Hardwick Road Verges Project:**

- Request the council put Butler and Proctor in touch with WOTHabs to allow WOTHabs to continue to liaise the building work with local landowners and liaise on the design implementation.

**War Memorial:**

- Martin Wise as developed a drawing with the proposed design for Parish Council comment.
- Request £75 – 100 for CAD work to put this into a form for public consultation
- Next step will be open day evens at both Whitchurch Hill and Whitchurch on Thames Village Halls and other venues prior to going to estimating, grant proposals, and bidding stages.
- Martin and Caroline of Whitchurch Hill to give the memorial a scrub-down prior to Sunday's Memorial Service.

**14.Other Matters for Chairman**

**15. Note date of next meeting Monday 1<sup>st</sup> December 2014.**

Meeting closed at 10.30pm

Signed.....Date.....