

MINUTES OF WHITCHURCH ON THAMES PARISH COUNCIL

Minutes of the Whitchurch on Thames Parish Council meeting held at the Village Hall

Thursday 8.00pm 16th May 2019

Present

Chair – Cllr Jim Donahue

Vice-Chair – Cllr Rachel Hatcher

Cllr Warren Beard

Cllr David Bowen

Cllr Keith Brooks

Cllr Katherine Higley

Cllr Jonathan Steward

Parish Clerk – Ina Chantry

Members of the public – Hayley Bowen, Will Barclay, Geoff Weir, Anne Brooks, Mary Kernan

1. Apologies for absence and read mission statement

Cllr Peter Dragonetti sent his apologies, Cllr Steward read the mission statement.

2. Election of Chair, Vice Chair and confirmation of Councillor lead on Working Groups

Cllr Donahue was re-elected as Chair of the Parish Council.

Cllr Hatcher was re-elected as Vice Chair of the Parish Council.

Cllr Donahue went through the Councillor Portfolio and it was agreed that the lead councillors would stay the same, however there was a proposal to have a new working group with a focus on pavements. Cllr Hatcher explained pavements had been removed from the original remit as the scope was very large. However, everybody agreed that pavements were important. Cllr Donahue suggested Cllr Bowen and others who expressed an interest could put together a proposal for a new working group.

Action: Cllrs Bowen, Donahue and Steward to discuss a proposal for a Pavement Working Group.

3. Completion of Acceptance of Office and Declaration of Interest Forms

Forms were completed and where relevant countersigned by the Parish Clerk

4. Receive Declarations on Interest

None received

5. Public Forum

Geoff Weir, made suggestions for the Whitchurch Award for next year. He felt the criteria and processes could be advertised more widely to encourage engagement with younger people and the whole community.

Suggestions for the new criteria were made and included serving the community for three years, active in the community now. The nominations for the awards could be voted for. Currently the Award is being funded by the Whitchurch Society.

Cllr Hatcher suggested there could be more than one category including a Lifetime Achievement Award.

6. Agree minutes and review open actions

- i. Minutes of 18th April 2019 approved and signed off as a true record.
- ii. PC-61 TAPAG Terms of Reference, Cllr Hatcher explained that she had started the Terms of Reference and shared them with Councillors. Cllr Higley suggested including the frequency of meetings and the availability of Minutes from those meetings. Cllr Donahue suggested including TAPAG is an advisory group and can make recommendations to PC for decision.
Cllr Hatcher stated the next meeting with MODE Traffic Consultant had been organized and was taking place at The Ferryboat, 7.30pm, 22nd May 2019.
- iii. PC-106 Standing Orders and Financial Regulations agree with each other, completed. Closed
- iv. PC – 108 Investigate cost of new bin on Village Green. Ina Chantry showed Councillors the three quotations she had obtained and the preferred choice was an example from Recyclingbins.co.uk. Cllr Brooks asked if the new pavilion would be installing new bins, it was agreed this would be the case and the Parish Council would wait for the new pavilion to be built before taking any decisions.
- v. PC – 105 Repairs to the gate plinth. It was agreed that Ina Chantry can give the go ahead for the repairs to the gate plinth to start. Can be closed once work is complete.
- vi. PC-23 Village Green Security. Ina Chantry explained she had been in contact with SODC, having been provided with the contact details. The SODC response was a heavy metal barrier and Councillors were not in favour.

Action: Cllr Brooks and Cllr Bowen to look at how security for the Village Green could be improved.

Action: Parish Clerk to contact Peter Gammond, Community Safety at SODC to obtain further advice on security for the Village Green.

7. Review Planning Applications

- i. P19/S1216/HH 19 Swanston Field, RG8 7HP. This is the third plan and the previous two have been approved. Cllr Beard explained the new plan does not contravene the planning guidelines issued by SODC. As of the afternoon of 16th May there had been no comments or objections on the planning portal.
Resolution: The Parish Council agreed they had No Objections to this planning application
- ii. P19/S1245/HH Foxglove Manor, RG8 7NT. Cllr Donahue has visited the property as this is the second planning application in short space of time. The work is building a tennis court and re-landscaping, completing the work started by the previous owners. Nothing can be seen by residents in Whitchurch on Thames.
Resolution: The Parish Council agreed they had No Objections to this planning application
- iii. P19/S0671/FUL Lane End, Eastfield Lane, RG8 7EJ. A Tree Preservation Order has been placed on a Horse Chestnut Tree which has stopped the planned development of the property as there is a risk

Approved _____

Draft minutes until approved at PC meeting 20th June

of the roots being damaged during the work.

Cllr Brooks agreed to have responsibility for planning applications on Swanston Field and Cllr Beard agreed to have responsibility for Eastfield Lane.

8. Receive OCC report from Cllr Bulmer

Cllr Bulmer did not attend the meeting however three key points were read out. South Oxfordshire has moved from a Conservative controlled council to No Overall Control with a Liberal Democrat / Green coalition likely. The recycling centre at Oakley Wood is closed for a deep clean on the 23rd and 24th of May 2019. The OVO Energy Women's Tour, a professional cycling race will be going through Goring on Wednesday 12th June 2019.

9. Introduce and receive SODC report from Peter Dragonetti

Cllr Dragonetti did not attend.

10. Finances

i. Approve payments and note receipts for the previous month.

Payment	Amount	Receipt	Amount
Clerk's salary and expenses		VAT reclaim	£435.92
Annual Premises License fee	£70.00	Advertising revenue Bulletin	£70.00
Annual Insurance	£574.15		
Donation to APT	£750.00		
Cllr Donahue expenses printing/ paint	£56.00 £20.00		
D Maynerd expenses Boat	£13.20		
L Maynerd band for Fete	£250.00		
Nova Press Bulletin and amendment	£402.00 £44.00		
Agreed expenses for fete to Pre-school	£470		
I Chantry- printer cartridges	£27.90		
Total – Clerk's payment	£2,677.25	Total	£505.92

ii. The bank reconciliation was approved on the current bank account.

iii. The questions from the Annual Governance and Accountability Return 2018/19 Part 3 were read out and agreed by Councillors. The document was signed and dated by Cllr Donahue.

iv. The Financial Regulations 2019-20 were approved by Councillors and signed off by Cllr Donahue and Ina Chantry as RFO.

v. The Risk assessment 2019-20 was approved by Councillors and signed off by Cllr Donahue and Ina Chantry as RFO.

vi. The discussion on the proposal for the new bin took place earlier in the meeting, Minute reference 6.iv.

11. Village Hall

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Cllr Brooks went through the progress made with the Village Hall which included painting of the interior, new lights an asbestos check which showed there was no asbestos in the roof, and new fire retardant blinds. Monthly maintenance reviews are taking place with Richard Scearce. The Management Committee have also registered with Awards for All. Grant applications are being made to ACRE, The National Lottery and SODC with a target of raising £50,000 as a total. This money would be used to improve the kitchen and other areas of the hall. Quotations from builders are being obtained. Once the grant money has been received the planned developments will be prioritized. There will be an increased need to promote the Village Hall to increase bookings. There are also plans to look at an on line booking system and Cllr Brooks was going to speak to representative from Goring Village Hall as they already run one.

It is planned to hold monthly lunches and afternoon teas with the first afternoon tea being held on Thursday 13th June at 2.30pm. Councilors agreed this was a good idea.

There was a brief discussion about making sure the Village Hall and Pavillion grant applications do not conflict with each other.

Cllr Brooks requested the Parish Council pay the bill for the roof cleaning.

Resolution: It was agreed to delay making a decision on paying the roof cleaning bill until there was a clearer understanding of the Village Hall finances.

Action: The Parish Clerk to prepare a Profit and Loss statement for the Village Hall to show how much revenue is generated and how much is being spent through normal utilities and expenses. Grants and capital improvements should be listed separately.

12 The Walking Bus

Cllr Higley explained the purpose of a 'Walking Bus'. Studies have shown that it reduces the level of traffic and improves children's health. High levels of traffic pollution are shown to increase the level of premature births, there is a link to dementia and climate change. In London there is increasing support for 'no cars near schools' and if successful it could well be rolled out nationally.

The traffic on Eastfield Lane is predominantly linked to the school.

The Parish Council already possess a number of high vis jackets, however the possible issues are how it could be staffed and whether it is run by volunteers or paid for. Whitchurch on Thames Primary School are interested.

Action: Cllr Higley to have a discussion with the primary school on how to develop a 'walking bus'.

Resolution: Councillors agreed this was the next stage.

13. The Boat

A letter has been received from Sally Howard requesting the boat be moved, however this could be delayed until the autumn if the boat has been planted up with flowers. Cllr Hatcher read part of an email she had received which stated that loose bits of decoration got blown into the garden of Walliscote Cottage which is across the street from the boat. Cllr Beard explained he had been approached by residents who would like it to be moved. Cllr Donahue stated the boat shows some of the community spirit and creativity in Whitchurch on Thames and it would be a pity to lose that aspect.

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Cllr Hatcher suggested using this summer to find out what could be done. Cllr Donahue stated the boat could be moved to the Village Hall but then it would not be visible to people passing. It was agreed a priority was to speak to Sally Howard. Cllr Hatcher and Cllr Beard agreed to organize a meeting.

Action: Cllr Hatcher and Cllr Beard to arrange a meeting with Sally Howard to discuss possible plans for the boat.

14. OALC elections

The Oxfordshire Association of Local Councils is looking for candidates for their upcoming elections. No-one from Whitchurch on Thames put their name forward.

15. AOB

The road closure and gas works that is planned to start 24th June. The question was asked if the work could be moved to the school holiday as parking on the High Street will be challenging. Councillors discussed the need for clear signage at Cray's Pond directing traffic away from the High Street and preferably to use the Goring and Streatley crossing of the river.

Action: The Parish Clerk to ask the contractors if the work on the gas pipes can be moved to the summer holidays starting the end of July.

Action: The Parish Clerk to contact OCC and ask for support with reducing the amount of traffic coming through Whitchurch on Thames, creating restricted parking areas on the High Street.

Action: Parish Clerk to find out if OCC will be resurfacing the road once the works have been completed.

The meeting closed at 10.00

Next meeting Parish Council Meeting 20th June 2019 at The Village Hall