

ROTHERFIELD PEPPARD PARISH COUNCIL: MEETING MINUTES

Council members attended The Full Meeting of Rotherfield Peppard Parish Council at The Sports Pavilion, Stoke Row Road, Rotherfield Peppard on Monday 8th May.

Attendees	Cllr Crouch (SC), Cllr Rancombe (TR), Cllr Bartholomew (DB), Cllr Treacher (VT), Cllr Berry (FB), Cllr Wood (JW), Cllr Berger (JB), Mr McLoughlin (Press), Clerk (JA)
Item	Open forum: Sue Rowland observed the meeting.
1	Election of Chairman and ViceChairman: Cllr Crouch re-stood for Chairman and election was proposed. <i>Proposed FB, Secoded JW, In favour unanimous</i> Cllr Rancombe re-stood for ViceChairman and election was proposed. <i>Proposed JW, Secoded FB, In favour unanimous.</i> Cllr Crouch will stand for 12months and will not stand for re-election. It is an opportunity for someone to step forward as chairman. He will remain as a councillor and support the new chairman. Cllr Rancombe does not necessarily want to become chairman. He suggests that the responsibilities list needs to be re-issued.
2.	Apologies: Apologies received from Cllr Ross (VR), Cllr Nimmo Smith
3.	Declarations: None
4.	Minutes: The Minutes of the Council Meeting held on Monday 10 th April were approved as a true and correct record of the meeting. <i>Proposed SC, Secoded TR, In favour unanimous.</i>
5.	Matters relating to Oxfordshire County Council: (15mins) Election results were Conservatives 31, Labour 14, Lib Dems 13 and Others 5. There needs to be 32 for a majority and negotiations are underway to get a political administration. Chiltern Edge School Ofsted report - Chiltern Edge school are following the statutory process, there are no decisions on its future currently. The overgrown vegetation on B481 will be cut by the county in May. Highways will then identify land ownership. The footpath to the new Peppard School has gone to the planning team as more clarification is required. Cllr Bartholomew will report back at the next meeting. Subsidence has been confirmed on the A4155 and steel piling will be used to strengthen the road. No dates known to carry out this work. There is no further information on the 3 rd Bridge due to MPs preparing for the upcoming election. Gladman planning is still under consideration. Cllr Rancombe is to email photos of Stoke Row road to address the overhanging vegetation. Cllr Rancombe has asked for the grass cutting dates to be made public so we could ensure that the dates do not duplicate with NDCC.
6.	Matter relating to South Oxfordshire District Council: (15mins) Apologies received from Cllr Nimmo Smith.
7.	Consideration of Official documentation: Proposal to accept the draft 2017-18 Standing orders was agreed Proposal to accept the draft 2017-18 Financial Regulations was agreed Proposal to accept the draft 2017-18 i,ii, iii, iv were agreed (i) Complaints procedure (ii) Risk Assessment - Clerk to update who is responsible for defibrillator (iii) Publication scheme (iv) Policy for Press/Media Clerk to remove "Draft" wording and pass to chair to sign and update website. Clerk to organise refresher training on defibrillator <i>Proposed SC, Secoded FB, In favour unanimous.</i>
8.	Village Cleaner: Proposal to offer MW a permanent contract for 2.5hours/week village cleaning, whilst maintaining TP on 1.5hours/week. Job specification was approved for village cleaner

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	<p>but clerk to agree with MW a comprehensive route for both which ensures the whole village is cleaned. Clerk to chase the landlord of MW property to get a bin organised. Both MW and TP are advised of a phone no. to call if there are further reports of Fly-tipping domestic waste near Village bins.</p>
9.	<p><u>Pavilion Cleaner:</u> Proposal accepted that the Pavilion cleaner does 3hours a week from April to September (in cricket season), and 1 hour a week from October to March. Job specification was approved. <i>Proposed SC, Seconded FB, In favour unanimous.</i></p>
10.	<p><u>APM:</u> Cllr Crouch thanked all speakers. The proposal to pay VCH a charity donation of between £50-100 for Mark Page's talk at the APM. Some debate followed but it was agreed that £100 should be paid in the May expenditure. For next years APM, it was discussed that the finances should include the charities we donate to so all the parishioners are aware. <i>Proposed SC, Seconded TR, In favour unanimous.</i></p>
11.	<p><u>Insurance renewal:</u> It was proposed to accept £767.08 for the coming years Insurance renewal, starting on 1st June 2017 <i>Proposed SC, Seconded JW, In favour unanimous.</i></p>
12.	<p><u>Broadband:</u> There was no further update on Broadband. The target date is still September 2017 but likely to be December 2017.</p>
13.	<p><u>Update on Planning on fence at Vine Lodge and Broadlands</u> RPCC are awaiting an update from the enforcement officer, this should be available for the next full council meeting. It was proposed that Cllr Berry would draft a letter explaining "the houses are being investigated for an alleged breach of planning enforcement and they are not currently meeting planning permission conditions". This should be signed by the Chairman and sent to both agents. <i>Proposed FB, Seconded SC, In favour unanimous.</i></p>
14.	<p><u>Website</u> Cllr Crouch proposed to update the website to an easy-user, more modern format via a 3rd party. There was a discussion on the potential costs and both Cllr Wood and the Clerk were to look at options and report back. Cllr Berry proposed looking at a website that she has created to see if it would be appropriate for RPPC.</p>
15.	<p><u>Update on Carlings Orchard</u> Cllr Rancombe updated the councillors</p> <ul style="list-style-type: none"> i) The Dove Lane noticeboard is 22yrs old and therefore will be needing to be removed at an agreed later date ii) Mr B Willis has already done the first cut of the season and has asked about the contract for 2018 iii) There is a vehicle access padlock which is currently locked and TR is trying to establish the code as it is currently unknown. iv) It was suggested that the dead saplings should be turfed over v) TR is to monitor the dog bins to ensure these are being emptied as they were full.
	<p><u>16. Pavilion Footpath</u> The proposal to accept a quotation of £342 for the slabs to be extended, as discussed on 10th April was approved. Clerk to add up all payments made for Pavilion repairs in the last 12 months. <i>Proposed SC, Seconded TR, In favour unanimous.</i></p>

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17.	Update on Assets: Asset list to be divided up between all current councillors. Proposal of inspection of Assets to be done by the end of June 2017. This was agreed to be reviewed at the next meeting.
18.	Community Speedwatch update Cllr Crouch updated that WPC Taylor had confirmed the equipment was fixed and a date has been set for the end of May 2017.
19.	Expenditure: All expenditure was approved. May signatories were agreed as Cllrs Crouch and Rancombe. Clerk to send out a standard letter heading to all councillors with a telephone number. <i>Proposed SC, Seconded FB, In favour unanimous.</i>
19.	Matters for future meetings: An EGM was called for Thurs 8 th June at 6pm to discuss the future of the Pavilion. Clerk to book Pavilion for EGM
20.	Correspondence: No other correspondence other than discussed in the meeting

Meeting finished at 9:40pm.

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