

ROTHERFIELD PEPPARD PARISH COUNCIL: MEETING MINUTES

Council members attended The Full Meeting of Rotherfield Peppard Parish Council held at The Sports Pavilion, Stoke Row Road, Rotherfield Peppard on Monday 12th February at 7.30pm

Minutes Approved

Signature _____ Date _____

Attendees:	Cllr Crouch, Cllr Rancombe, Cllr Wood, Cllr Rowland, Cllr Treacher, Cllr Hall, Cllr Berger, Cllr Bartholomew, Cllr Nimmo Smith, Clerk JA, Press CM																						
	Open forum: None																						
1.	Apologies: None																						
2.	Declarations: None																						
3.	Minutes: The minutes were agreed with the inclusion of a change of a sentence within the BBFO section.																						
4.	Co-option of Mr Ray Freeman Mr Ray Freeman was Co-opted as the 8 th Councillor. In line with procedures he signed the Declaration of acceptance of office with the Clerk as a witness.																						
5.	<p>Matters relating to Oxfordshire County Council: (15mins)</p> <p>A report was received from County Councillor Bartholomew. OCC had been unhappy with Carillion and had ceased the contract, the county therefore had different contractors in place to soften the impact of Carillion collapsing.</p> <p>Fix My Street – response of Closed doesn't mean closed it has a number of different reasons.</p> <p>FMS 824376 and 829333 – Mud is not considered a highway obstruction and therefore given the same status as litter, which moves the responsibility to SODC. Cllr Nimmo Smith was informed of the issues and will forward the SODC pavement contact for us to liaise with directly.</p> <p>Low hanging branches are meaning that the Bus no.25 will cease. There has been site visit to identify which trees. There will be a notice issued from highways to ask the owners to cut them back.</p> <p>In January there had been a co-ordinated meeting of Local Parishes about the Proposed 3rd Reading Bridge. Clerk previously circulated minutes and there had been a good article in the Henley Standard.</p> <p>A lively discussion followed about potholes and the increase of severity and quantity of them and what could be done to resolve this. It would cost £200mil to resurface every road within Oxfordshire and there is not the budget with the bias moving towards social care, so the roads are being left in an adequate state. The best way to fix the potholes is to mark them on Fix My Street.</p>																						
6.	<p>Fix my street update:</p> <p>Outstanding:</p> <table border="1"> <thead> <tr> <th>Ref no.</th> <th>Location</th> <th>Description</th> <th>Update</th> </tr> </thead> <tbody> <tr> <td>806734 13/9/17</td> <td>Okavango</td> <td>Flooding and Drainage</td> <td>Action Scheduled – 9/11/17. FMS response of CLOSED Cllr Bartholomew will obtain an update for March Meeting.</td> </tr> <tr> <td>811951 24/10/17</td> <td>Shiplake Bottom</td> <td>Drains blocked – Potential winter hazard</td> <td>Action to be fixed - 21/11/17 – FMS response of CLOSED Work was scheduled for 12/2/18.</td> </tr> <tr> <td>824376 19/1/18</td> <td>Stoke Row Road</td> <td>Mud and Debris on pavement in same location as parishioner slipped last year</td> <td>As per agenda Point 5. Moved to SODC</td> </tr> <tr> <td>829333 6/2/18</td> <td>Peppard Hill</td> <td>Mud being pushed onto Pavement by vehicles making it narrow and impassable again</td> <td>As per agenda Point 5. Moved to SODC</td> </tr> </tbody> </table>			Ref no.	Location	Description	Update	806734 13/9/17	Okavango	Flooding and Drainage	Action Scheduled – 9/11/17. FMS response of CLOSED Cllr Bartholomew will obtain an update for March Meeting.	811951 24/10/17	Shiplake Bottom	Drains blocked – Potential winter hazard	Action to be fixed - 21/11/17 – FMS response of CLOSED Work was scheduled for 12/2/18.	824376 19/1/18	Stoke Row Road	Mud and Debris on pavement in same location as parishioner slipped last year	As per agenda Point 5. Moved to SODC	829333 6/2/18	Peppard Hill	Mud being pushed onto Pavement by vehicles making it narrow and impassable again	As per agenda Point 5. Moved to SODC
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7.	<p><u>Matter relating to South Oxfordshire District Council:</u></p> <p>Cllr Nimmo Smith informed Councillors there will be a 5.3% increase in Council Tax overall.</p> <p>The SODC Community grant has been released and is £1million for 2018/19. Cllr Crouch informed Cllr Nimmo Smith that RPPC were applying for a grant of £148k for the Pavilion refurbishment.</p> <p>There is also a £5000 District Councillor grant which RPPC are invited to apply for. SODC will not be increasing Carparking charges for this financial year.</p>
8.	<p><u>Pavilion update:</u></p> <p>The Pavilion open weekend event was successful and well attended. There were a minority of the visitors who were anti the project however the majority were in agreement.</p> <p>There was a paper circulated about the Pavilion and PWMH working closer together. There was an agreement that there are synergies of working together longer term but that the discussion must not derail the Pavilion refurbishment. There was a discussion of a joint booking system and it was agreed that an exploratory meeting should be held within 4 months but to be fully aware of the VAT reclaim proposal. Agreement to hold an exploratory meeting with the PWMH trustees to see common areas. <i>Proposal SC, Seconded JW, In favour Unanimous.</i></p> <p>Agreement to submit Planning Option 4, previously presented 5/1/18 EGM to planning permission. <i>Proposal SC, Seconded TR, In favour Unanimous</i></p> <p>A discussion followed about the Pavilion Car park. It was agreed in principle that it was not satisfactory and needed to be fixed.</p> <p>Cllr Freeman agreed to look at costings from the PWMH however it was also agreed that with potential construction lorries, this would need to be done after the refurbishment. We could order the materials and utilise the Community grant to help financially.</p> <p>The Night Storage Heater in the Men's changing room had been repaired and cost £25, which has already been paid.</p>
9.	<p><u>APM – Nominated guest speaker</u></p> <p>Cllr Crouch informed Councillors that Alison Barraclough from the Chiltern Society is going to speak at the APM.</p>
10.	<p><u>Carling Orchard 2018 arrangements:</u></p> <p>Cllr Rancombe had met representatives of Carlings residents and they had no objection to the Council's proposed cutting arrangements for 2018 (ref Landmark Groundcare est £1270pa)</p> <p>The daffodil areas cannot be cut until the plants have died back in April/May, by which time the grass will be long and the cuttings could not be left uncollected. Accordingly, the estimated price of £1270 pa might need to be readjusted to allow for collection. Cllr Rancombe will obtain a revised quotation from Landmark Groundcare, the preferred contractor</p> <p>There is a cost saving from £2000 pa.</p> <p>Agreement for Cllr Rancombe to offer the business to Landmark, without reviewing to the Council again at a maximum price of £1500. <i>Proposed Cllr Crouch, Seconded Cllr Wood, In favour 7: 1 abstention (TR Pecuniary interest)</i></p> <p>Request made for a parishioner to purchase a small triangle to land on Carling Orchard to tidy a boundary. There was a discussion however there needs to be a review for the 12/3/18 meeting which will include a business case from the parishioner and in addition the land registry documentation and the original conditions attached from the original gifting. It must also include no access, as the boundary is almost on Wyfold Lane, and a non-building clause.</p>
11.	<p><u>Standing Order amends</u></p>

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	A request for all Councillors to read the standing orders previously circulated before 12/3/18 when they will be discussed.
12.	<u>Planning Records</u> Clerk updated Councillors on the SODC response about filing of planning applications and the proposal destroy all planning records, more than 3 years old. Clerk proposed to create an electronic document list of all Planning Applications. A paper copy will remain in the filing cabinet for ease of assessing an Application address and being able to quickly find the Application Ref. No. to view online. This was agreed and Cllr Rowland will review with the Clerk as there may be key ones outside of the 3yr period which would like to be retained.
13.	<u>Car Parking in Shiplake Bottom</u> Cllr Crouch updated the Councillors that he had written to WPC Taylor, and it was deemed that the response was not adequate. Cllr Crouch agreed to send the “flyer” used previously to WPC Taylor to see if there was an updated version and could it be used?
14.	<u>Speeding within Village</u> Clerk distributed 30mph stickers which can be attached to Wheely bins to try and reduce speed in the village to Councillors and it was agreed to offer the remaining signs via the Village Email and the website.
15.	<u>Feedback from 3rd Reading Bridge meeting</u> Discussed earlier in the meeting with Cllr Bartholomew.
16.	<u>Spring Clean</u> Cllr Wood updated the Councillors on the proposal of a “Competition” between Top Common, Peppard Common and Kingwood Common. Cllr Wood to send a letter to Peppard School. Clerk to confirm with Ellie Bunn once a date is confirmed for equipment.
17.	<u>Network Rail Biodiversity Offset Programme –</u> Cllr Rancombe updated Councillors that NDCC had asked for funding from Network Railway to support conservation, as a joint enterprise between NDCC, The Chiltern Society and Estate Owners.
18.	<u>Expenditure:</u> Unity trust still has not approved all Councillors onto the system. Request made to clerk to split out VAT and Net cost on the expenditure monthly sheet. Clerk circulated a letter to include Ray Freeman on online banking system. Clerk gained signatures from Cllr Rancombe and Cllr Berger for CAF Banking trustee changes Clerk to give VAT office address to Cllr Berger. Expenditure for February was approved <i>Proposed SC, Seconded JB, In Favour Unanimous</i> On-line signatories for February agreed as Cllr Crouch and Cllr Rancombe. The following agenda points from 4/12/17 Full Council minutes were approved (i) Make the Charity Accounts to £1 and transfer to RPPC. <i>Proposed SC, Seconded JB, In Favour Unanimous</i> (ii) Set up a 2 nd Unity Trust account for Pavilion donations <i>Proposed SC, Seconded JB, In Favour Unanimous</i> (iii) Sell Charity investment bonds at an Optimum time <i>Proposed SC, Seconded TR, In Favour Unanimous</i>
19.	<u>Chair Update and Correspondence:</u> Councillor Movements SC away 27/2 – 9/3 An anti-anonymous letter had been received regarding the Pavilion The Centenary event is being co-ordinated with Nick Launders and The Revellers to light the beacon on Top Common. Clerk received a phone-call from a widower wishing to put a bench on the Cricket field. Clerk to confirm with Cricket club. Correspondence about Rogation Sunday. Clerk to speak with Mr and Mrs Brooker.
20.	<u>Matters for future meetings:</u> None

Meeting finished at 10:16pm