

ROTHERFIELD PEPPARD PARISH COUNCIL: DRAFT MINUTES
Draft minutes of the meeting of the Full Council of Rotherfield Peppard Parish
Council held on Monday 12th December at 7.30pm at The Sports Pavilion,
Stoke Row Road, Rotherfield Peppard.

Item	Item
	<p><u>Open forum:</u> Mr J Berger was observing the meeting Mr J Wilesmith informed the council that Mr M Wood, from Stoke Row had proposed, via a flyer, an alternative option for faster broadband within the parish as part of a community subsidised deal. Councillor Crouch agreed to be emailed with details and moved this to matters for next meetings.</p>
1.	<p><u>Apologies:</u> Councillor Mitchell, Councillor David Nimmo-Smith</p>
2.	<p><u>Declarations:</u> None</p>
3.	<p><u>Minutes:</u> The minutes of the meeting of 14th November 2016 were approved as a true and correct recording of the meeting. <i>Proposed Councillor Crouch. Seconded Councillor Cotton. In Favour Unanimous</i></p>
4.	<p><u>Matters relating to Oxfordshire County Council:</u> Councillor Bartholomew provided the report (appendix 1) and additionally informed that there was a confirmed date of Friday 13th January 2017 for a joint Parish meeting to discuss the ongoing challenges on neighbourhood plans and the proposal of the 3rd Reading Bridge. Both of these could have significant implications for all of his parishes and Councillor Bartholomew is trying to gain a joined-up approach amongst his 9 local divisions. Kidmore End who are not in Councillor Bartholomew's division are also attending as they are affected by both and have asked to attend. Both Councillor Crouch and Councillor Berry confirmed their attendance. The 3rd Reading Bridge traffic modelling report which he was hoping to have shared with the councillors has been delayed until mid January. Councillor Treacher asked what committees Councillor Bartholomew sat on and Councillor Bartholomew confirmed: Audit and Government Committee Planning Regulation committee He had recently been on the Cabinet advisory income generation Committee which has now been disbanded. He is also a member of the Conservative Group Back Benchers.</p>
5.	<p><u>Matter relating to South Oxfordshire District Council:</u> None – due to apologies received</p>
6.	<p><u>Village Cleaner and Pavilion Cleaner:</u> It was proposed that we take on MW on a temporary contract as village cleaner from date tbc and this would be reviewed in the February meeting, we have yet to have an answer about returning from TP. TP has ceased being paid. We will upgrade MW to a permanent contract if TP does not respond. JA to ask whether MW owned or had access to an adequate set of tools and whether these can be stored at his house. JA to find out from Ray Freeman whether we could use the War Memorial Hall bins. It was agreed to pay the Cricket club for the Pavilion cleaning, the 1st invoice (27hours) will be submitted at the end of December and then quarterly thereafter. IH will provide the invoice. <i>Proposed Councillor Crouch. Seconded Councillor Wood. In Favour Unanimous</i></p>
7.	<p><u>Update to Planning Committee Standing Orders</u></p>

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	<p>Councillor Berry highlighted that the increased amount and shortened timescale of planning applications, and the amount requiring no comment has meant that a significant increase in the planning role and she proposed that the clerk could help. There was a discussion on whether this should be adopted and the potential implications. The consultation with councillors will remain, however this will be electronically via the Clerk. The plans will still be able to be viewed and JA showed Councillor Treacher and Wood where the plans were so they could be viewed on paper. The amendment to standing order (appendix 2) was then agreed upon to go ahead as a 3-month trial and would be reviewed in the February meeting. <i>Proposed Councillor Crouch. Seconded Councillor Ross. In Favour:5. Abstentions:2</i></p>
8.	<p><u>To confirm Meeting dates 2017</u> The Clerk proposed the meeting dates for 2017 (Appendix 3) <i>Proposed Councillor Crouch. Seconded Councillor Cotton. In Favour Unanimous.</i></p>
9.	<p><u>Expenditure:</u> Expenditure for both December and January were approved. It was proposed and agreed that January salaries of JA and MW would be paid with an allowance of £200 for the Clerk if required as there is no January meeting. <i>Proposed Councillor Crouch. Seconded Councillor Cotton. In Favour Unanimous</i> It was agreed that the online signatories for December would be Councillors Berry and Crouch and January would be Councillors Crouch and Cotton. The Clerk to request Councillor Wood to be an authorised signatory with the bank.</p>
10.	<p><u>(a) Plan review of Budget 16/17 (actual v budget)</u> <u>(b) Precept 17/18 Discussion and approval</u></p> <p>Councillor Cotton explained that the Finance and Staffing meeting that took place on Tuesday 22nd November 2016 which was JA's first meeting and KM's last meeting. Councillor Cotton explained that the F&S committee does not have delegated powers as all councillors are individually, as well as, collectively responsible for the council's finances. Due to RPPCs size by law we have to account on a receipts and payments basis and so not have a "Proper" balance sheet, thus meaning we do not show accruals or prepayments which makes comparison year on year difficult. Councillor Cotton proposed that a fund was needing to be built up for the Pavilions future and 2017/18 is the first year to do this. Councillor Cotton proposed that the 2017/18 precept would increase to £35,978, a 13.9% increase, this is less than the increase in 2016/17 by a percentage point. Councillor Crouch proposed that donations are paid at the end of the financial year from now onwards. <i>Proposed Councillor Crouch. Seconded Councillor Rancombe. In Favour Unanimous</i></p> <p>Councillor Crouch proposed that Donations and Grants for 2016/17 be approved as per the spreadsheet (appendix 4). There are 8 donations to be paid after the February meeting. <i>Proposed Councillor Crouch. Seconded Councillor Cotton. In Favour Unanimous</i></p>
11.	<p><u>Matters for future meetings:</u></p> <p>Broadband – BBFO (Better Broadband for Oxfordshire) will be joining the February meeting as RPPC are fully supportive of the parishioners who still do not have faster broadband and intend to apply polite and assertive pressure on BBFO.</p>

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	Councillor Ross asked if we were ready as a parish for winter as the salt bins were not looking satisfactory. It was proposed that the Clerk distribute the asset list and ask for the salt bins to be inspected as a priority.
12.	<u>Correspondence:</u> Letter from NDCC thanking us for continued commitment and collaboration Letter asking for parish approval for Oxford Science village to be built on Greenbelt, it was deemed that the proposal was nowhere near the parish and no action was required.

There being no further business the meeting closed at 9:40pm.

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