

ROTHERFIELD PEPPARD PARISH COUNCIL
Minutes of Meeting held at The Sports Pavilion, Stoke Row Road, Rotherfield Peppard
on Monday 14th February 2011 at 7.30pm

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PRESENT:

Nick Launders (Chair)	(NL)	Leeanne Flett	(LF)
Fiona Berry	(FB)	Clive Mills	(CM)
Linda Collison	(LC)	Terry Ryan	(TR)

SODC:	Not present
OCC:	Not present
Police:	Not present
Press:	Not present
Clerk/Responsible Financial Officer:	Not present

MEMBERS OF THE PUBLIC/PARISHIONERS IN ATTENDANCE FOR ALL OR PART OF THE MEETING:

Tony Tregowen (Peppard News),
Tony Hill (Peppard War Memorial Hall)

ACTION

1. APOLOGIES:

Barbara Marston	On holiday
David Hammond	On holiday
Tony Cotton	On holiday/away on business
Paul Harrison (PH)	Unavailable
Carol Viney (CV)	Injured/sick

2. MEMBERS DECLARATIONS OF PERSONAL & PREJUDICIAL INTERESTS:

LC and TR – Item 4b - Church Lane temporary closure. (Both invited to Street party)

3. MINUTES OF PREVIOUS MEETINGS:

It was resolved that the amended version of the minutes of the meeting held on **Monday 10th January 2011** be adopted as a true and accurate record.

4. SOUTH OXFORDSHIRE DISTRICT COUNCIL MATTERS:

a. District Councillor's Report (sent via email before meeting)

As many of you may know my colleague Alan Rooke has been made chairman of Sonning Common Parish Council. As the clerk of this council has also resigned they are currently advertising for a new clerk.

Budget

We're currently going through the SODC Budget setting process which will go to full council on the 24th February.

Concessionary Fares - National Travel Tokens

From 1 April 2011 responsibility for concessionary fares will transfer to Oxfordshire County Council in line with Government policy. Because of this change in responsibility South Oxfordshire District Council will no longer be issuing national travel tokens to customers in lieu of a bus pass.

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Letters are being issued to existing travel token customers this week advising them of this change and enclosing a bus pass application form for them to complete should they wish. An example of the letter is attached.

Consultation from central government

Because of the issue we have with the potential loss of our Library I've included the following from the Weekly Information Sheet. As my mother was a librarian at the Bodleian Library I have a personal interest in ensuring we retain a library in our community.

“Decentralisation Minister Greg Clark opened on 4 February a consultation on how new rights for communities should work in practice.”

“The Community Right to Challenge and the Community Right to Buy are two key elements of the Localism Bill, designed to hand power back to local people. They will enshrine in law the opportunity for community and voluntary groups to have a greater say over what happens in their local area.”

“Under the Community Right to Buy, local groups will have a legal right to nominate any vital community asset - including local shops, pubs, libraries and leisure centres - to be assessed for recording on a 'most wanted' list by the local council. The asset could then be listed for five years. In that time, the owner of a listed asset will have to tell the council if they intend to sell, which will trigger a window of opportunity or 'community countdown', giving people time to prepare their business plan and raise the funds they need to make a credible bid before it goes on the open market.

“The Community Right to Challenge opens the door to changes in the way that local public services are run. It will give community or voluntary sector groups, as well as parish councils and council employees, new powers to challenge and take over a local service. This could include running children's centres, social care services and even improving local transport links. Under the new law, councils must respond to this challenge and consider the positive impact the proposal could have on the community. If the proposal is turned down the council must publish the reasons for this. This new right puts voluntary and charity groups on the front foot when it comes to running public services and has the potential to open up new revenue for them.”

“The consultations will run until 29 April 2011, taking views from people, councils and their employees, community groups, voluntary organisations, private businesses and other interested parties.”

The consultation documents can be viewed online: www.communities.gov.uk/consultations/

b Church Lane temporary Closure 29 04 2011 – Royal Wedding Street party

a) It was resolved that the council would support the request for closure of Church Lane (between Grange Avenue and Church) on Friday 29th April. **NL**

b) It was resolved that Pavilion furniture (tables and chairs) could be used for this event

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– however any damages to be made good by the party organisers.
NL to communicate to party organisers.

c Other Business

None

5. COMMONS

No report from PH

TR reported that the edge of the common along the road near the school is eroding away leaving a very uneven, soft edge to the road. It was agreed that this is a matter for the Commons and School to resolve – NL to speak to each party. **NL**

<It was resolved that subject & could be brought forward and dicussed before item 6)

7. PEPPARD WAR MEMORIAL HALL

Tony Hill presented the Peppard War Memorial Hall (WMH) Renovation project. Work started in 2008 and is expected to continue to about 2014. Completed so far includes new flat roof, installation gas supply, new boiler, new kitchen and uPVC windows. This has already resulted in increase use of the hall, with uses ranging from Polling station, to parties, toddlers clubs, film shows and senior citizens teas. Tony Hill requested that RPPC donated the £1000 to the War Memorial Hall as outlined in the 2010/11 precept.

CM/L
F/NL

It was resolved that CM with LF and NL would meet with the Chairman of the WMH to discuss RPPC providing more on-going financial support and at joint marketing of the WMH and Pavilion.

6. OXFORDSHIRE COUNTY COUNCIL (OCC) MATTERS:

a County Councillor's Report: CV submitted by email:

Libraries:

The Government have a small amount of extra money available to the County Council which I am sure you will have seen in this week's Henley Standard. It is hoped that this money can help mitigate the effects of the proposed funding review. The consultation is to look at all aspects of the services and nothing will be ruled in or out. I have written assurances to this effect and intend to make sure this is the case.

Youth Club:

I sit on the Management Committee of 'The Edge' Youth Club and we have been in discussions for the past couple of months with the Head Teacher, Daniel Sadler. We are hopeful that we can manage the youth club without funding from County by amalgamating with the school. The Management Committee will do the Fund Raising.

The budget will be set tomorrow at Full Council, which I am obviously unable to attend

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as I can't walk or drive yet. I will hopefully provide a fuller report to you at the March meeting

b Play Space Survey 2011:

OCC are asking Councils to complete an on-line survey which will give information regarding their “playable spaces” (playing fields, recreation grounds) NL agreed to complete the survey for RPPC. **NL**

c Proposed Sonning Common Library Closure

CM expressed his concern that it will be very difficult to change OCC's decision to close Sonning Common Library and asked that the council starts looking at alternative solutions now. He suggested that one approach would be for RPPC to join with Kidmore End and Sonning Common Parish Councils to (part) fund the library. It was resolved that this subject should be presented and discussed at the AGM, Clive to lead. **CM**

d Pothole survey

TR reported that surveys have been made on some roads in the Parish, but was looking for help with Colliers Lane, Stoke Row Road and Shiplake Bottom. NL, LF and CM volunteered to survey these roads respectively. Hole width, depth, length and location should be noted and forwarded to TR for consolidation, and then onto OCC. **TR,
LF,
NL,
CM**

e Other business.

None.

7 SEE ABOVE

8 FINANCE:

a Cheques to sign

<u>Supplier/Provider</u>	<u>Value</u>	<u>Description</u>
Pavilion Charity	£64.00	1904 Transfer funds to Charity
Tony Parisi		1905 Wages
M Bowles		1906 Wages
Thames Water	£90.54	1907 Water bill
Cooper Solicitors	£456.00	1908 PCC agreement
SODC	£45.67	1909 Dog Bins
B Marston		1910 Wages
TOTAL	£1,525.78	

(b) SLCC membership

Discussion deferred to next meeting or when new Clerk appointed. **All**

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- (c) **Insurance Renewal**
For next meeting - LC to verify fixed assets as recorded on insurance policy and note changes needed. New Clerk will be asked to obtain insurance quotes from the new, corrected list. **LC**
- 9. SPORTS PAVILION & FIELD:**
- Peppard Cricket Club Agreement:** Before next meeting - Councillors asked to review whether short or long terms agreement was appropriate. **All**
- 10. COMMITTEE MINUTES AND ISSUES:**
- (a) **Planning Committee:**
It was resolved that LF would become a member of the Planning Committee.
- (b) **Finance and staffing committee:**
It was resolved that if a new Clerk/RFO was not in place by the time BM leaves on 28th February that LC will temporarily stand in. All rules and recommended guidelines will be followed. **LC**
- It was resolved that the interview panel for new Clerk/RFO would be CM (Panel Chair), LF and TR. NL will also attend the interviews. **CM,LF
TR,NL**
- Candidate cv's to be collected by NL and circulated to panel for review this week. Short listed candidates to be interviewed (if possible) w/c 21st February. **NL**
- It was resolved that RPPC would not sell computer to BM as requested and that the computer and all RPPC owned office equipment should be collected from BM residence at least 3 days before she leaves. It was agreed that a removal firm would be needed to collect the equipment and that two removal quotes would be needed (LC). **LC**
- (c) **Carlings Orchard Committee:**
Discussion plan was deferred to next months meeting.
Wednesday 16th February a small team would be feeding trees with horse manure collected from Virginia Davis's field. Council thanks Virginia in for her support.
- 11. Miscellaneous**
- (a) **Correspondence:**
Contractors' Liability: A letter had been received from John Howell regarding the possible improvement of broadband and mobile phone networks in the area. Four questions are asked:
1) Can you get access to broadband at all?
2) If you do have access how good is the connection both in speed and reliability? Is it available to whole community or only within a certain radius?
3) Can you get mobile phone access?

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4) If you do have access, how reliable is it? Are you limited to a particular service provider. NL

It was resolved that NL would reply for the parish.

(b) Councillor vacancies by co-option/election:

None

(c) Risk assessment update

It was resolved that although the Risk Assessment document should be accepted as a basis for action as it stands. However it should be updated as required in the future. LC
Actions already identified by the document should be addressed without delay.
Council wanted to thank DH and LC for their hard work in producing this document.

Risk Assessment actions to be reviewed at next meeting

(d) Standing Orders review

To be actioned with new Clerk NL

(e) Access to broadband and mobile phone networks

See (a) above

(f) Electoral Review of Oxfordshire

Councillors need to complete the green nomination form if they wish to stand for election to the Parish Council in May 2011. All

(g) Village cleaning

Nothing to report.

12. VERGES, FOOTPATHS & OPEN SPACES:

Nothing to report

13. MATTERS ARISING FOR INFORMATION ONLY:

Nothing to report

Meeting closed at 10:30 pm

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Minutes of Meeting of Planning Committee
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on Monday 14th February 2011 at 10:30pm

Present:

Committee Members	In attendance	Apologies / Reason for non-attendance
David Hammond	X	<i>On holiday</i>
Tony Cotton	X	On holiday/away on business
Clive Mills	√	
Fiona Berry	√	
Leeanne Fleck	√	
Nick Lauanders (Council Chairman ex-Officio)	√	
Linda Collison	√	

Members of the Public present	Application Interest
None	

Declarations of Members' Personal & Prejudicial Interests:

(Members must leave the room whilst the application to which a prejudicial interest relates is being discussed by the other members)

Committee Member	Application Reference	Interest(s) Declared	Personal	Prejudicial	Member left room
Clive Mills	P11/E0111	House owner		√	√
Linda Collison	10/E1984	Friend of neighbour.	√		√

Planning Applications considered:

Application Reference	Location / Description	RPPC Resolution
10/E1984	Rushton House, Church Lane, Rotherfield Peppard, HENLEY-ON-THAMES, RG9 5JR. Single and two storey side and rear extension, demolition of conservatory and car port.	The application should be REFUSED for the following reasons: The RPPC Planning Committee considered that the raised roof-line and the other proposed extensions would be an over-development of Rushton House. In addition, the scale and bulk of the developed house would result in a loss of light to neighbouring properties
P11/E0065	80 Shiplake Bottom, Peppard Common, Rotherfield Peppard, HENLEY-ON-THAMES, RG9 5HP. Raising of roof of bungalow, to include the installation of dormer windows to front and rear.	Considers that the application should be APPROVED The Planning Committee noted that the development of this property might be governed by covenant but this was assumed to be a NON-MATERIAL CONSIDERATION .
P11/E0093	The Wish, Peppard Common, HENLEY-ON-THAMES, RG5 5LB. Erection of two storey side/rear/front extension, single storey front extension, single storey rear extension and installation of solar panels. Relocation of vehicular access to dwelling house.	Considers that the application should be APPROVED The Planning Committee noted that a neighbour had requested that contractors would not start work before 8am in the morning.

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Application Reference	Location / Description	RPPC Resolution
	Alterations and additions to Planning Consent P/10/E1214	
P11/E0111	89 Shiplake Bottom, Peppard Common (in the parishes of Rotherfield Peppard and Sonning Common) RG9 5HJ	Considers that the application should be APPROVED

Enforcement Update:

Reference	Date Registered	Location / Description	Status / Actions
None	None	None	None

Other business:

None

Next Meeting:

Saturday 26th February 2011 10am at the Sports Pavilion Stoke Row Road

The meeting ended at 11:30 pm

Signature