

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 11th June 2018 at 7.30pm.

Minutes approved as a true and correct record of the meeting

Signed _____ Dated _____

Attendees	Cllr Wood, Cllr Crouch, Cllr Berger, Cllr Rowland, Cllr Treacher Cllr Freeman																						
	<p>Open forum: Mr Richard Llewellyn spoke and provided an update that the OCC Drainage team had visited and confirmed it was their responsibility to remove the drainage problem and maintain the drains. Mr Buscot agreed to (i) Take action to maintain the drainage and (ii) acknowledged a longer term better solution is needed. Mr Llewellyn is still frustrated that there are not any known timescales. Cllr Bartholomew agreed to escalate again as he had understood that the visit by Mr Buscot would have been to clear the excess mud. Cllr Bartholomew will also try to get a date for a longer-term solution.</p>																						
1.	Apologies: Cllr Hall																						
2.	Declarations: None																						
3.	Minutes: The Minutes of the Council Meeting held on 14/5/18 were discussed, amended and approved as a true and correct record of the meeting. (Appendix1)																						
4.	<p>Matters relating to Oxfordshire County Council: (15mins) County Councillor Bartholomew updated the Councillors that 96.5% of Oxfordshire now had Better Broadband. There has been a holding email sent from highways regarding the splay at Vine Lodge and Broadlands. Cllr Bartholomew reminded Councillors about applying for his Councillors grant.</p>																						
5.	<p>Fix my street update: 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>FMS response of CLOSED!!! Cllr Bartholomew has requested to accelerate drainage clearance and to find a date for a longer-term fix.</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!! Clerk advised Drain still not cleared satisfactorily.</td> </tr> <tr> <td>860577 4/6/18</td> <td>Stoke Row Road Junction with B481</td> <td>Sightlines reduced because of fence and overgrown weeds</td> <td>Cllr Bartholomew will chase on our behalf if this is still an issue at the next meeting.</td> </tr> <tr> <td>860953 6/6/18</td> <td>Colliers Lane/ Colmore Road Junction</td> <td>Faint worn road markings at junction</td> <td>Cllr Bartholomew will chase on our behalf if this is still an issue at the next meeting.</td> </tr> </tbody> </table>			Ref no.	Location	Description	Update	806734 13/9/17	Okavango	Flooding and Drainage	FMS response of CLOSED!!! Cllr Bartholomew has requested to accelerate drainage clearance and to find a date for a longer-term fix.	811951 24/10/17	Shiplake Bottom	Drains blocked – Potential winter hazard	Action to be fixed - 21/11/17 – FMS response of CLOSED!! Clerk advised Drain still not cleared satisfactorily.	860577 4/6/18	Stoke Row Road Junction with B481	Sightlines reduced because of fence and overgrown weeds	Cllr Bartholomew will chase on our behalf if this is still an issue at the next meeting.	860953 6/6/18	Colliers Lane/ Colmore Road Junction	Faint worn road markings at junction	Cllr Bartholomew will chase on our behalf if this is still an issue at the next meeting.
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6.	<p>Matter relating to South Oxfordshire District Council: (15mins) Cllr Wood thanked District Councillor Nimmo Smith for his swift action on Vine lodge and Broadlands planning. It has now been called in. Cllr Berger asked why if things were at planning enforcement level were they not enforced. He suggested the Council should take a strong line. The building at Crowmarsh Gifford is due to start building work however there were no firm plans which departments would be located there.</p>																						

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	<p>Cllr Jane Murphy is the new leader of SODC and appointed in the meeting in April. The SODC Local Plan has taken a large amount of time and now being re-thought through. Cllr Rowland urged Cllr Nimmo-Smith to get the local plan sorted to protect Rotherfield Peppard, as it is overdue and now urgent.</p>
7.	<p><u>Update – PIC</u> Cllr Crouch updated the Councillors on the Pavilion project. All agenda points were discussed in the Trustee meeting. Proposal to nominate Contractor A as recommended by SPF and the Architect Paul Devine <i>Proposal Cllr Crouch, Seconded Cllr Wood, In favour Unanimous.</i> Proposal to authorise Cllr Crouch to make a grant application to Chiltern Leaders. <i>Proposal Cllr Crouch, Seconded Cllr Wood, In favour Unanimous.</i> He updated that the proposed lease agreement had been returned from the solicitors. They have sent it to PSRCC for review. The solicitors are still awaiting a response on the beneficial owner and therefore it may be necessary to complete a declaration of trust. The revenue from April will be going to PSRCC with the understanding that if this lease does not work out favourably then the money would be reimbursed. Cllr Crouch showed “The History of Courage” which is about the Pavilion. Cllr Crouch proposed that the Council pay for 20copies to potentially mailshot key donors such as Chiltern Leaders and Garfield Weston. There was the proposal to donate one to Nick Lauanders for all of his hard work on Pavilion bookings. Estimated cost is £120. <i>Proposal Cllr Crouch, Seconded Cllr Berger, In favour Unanimous.</i></p>
8.	<p><u>Update – Planning</u> Cllr Rowland updated Councillors on Planning news. The planning application from Wyfold has been withdrawn which is good news but will ensure we continue to look out for further applications. Vine Lodge and Broadlands, as discussed earlier. The wall at Daisy’s has enforcement, the developers have allowed partial demolition of the old flint wall BUT the wall has been completely removed and materials removed. Sons13 was discussed but no Councillors present had the historical information required so it was agreed that the Chair would liaise with Sonning Common to seek clarification of the history. <i>Agreed unanimously.</i></p>
9.	<p><u>Update – Finance and Staffing</u> Cllr Berger updated on Finance and Staffing issues. He advised the month proceeding a quarter end there would be information to report back on but currently there were no issues and we were on budget.</p>
10.	<p><u>Update on Multiple Vice Chairs</u> Clerk updated Councillors there was no legal objection to having more than one Vice Chair. Proposal to accept Cllr Berger and Cllr Crouch as Vice chairs. Both will alternate deputising the Chair as required, and the focus for Cllr Berger will be on Finance and Staffing whilst Cllr Crouch focuses on the Pavilion improvements. <i>Agreed unanimously.</i></p>
11.	<p><u>Carling Orchard:</u> Clerk showed the Councillors a letter drafted to Mr Willis re: Carlings Orchard and Top Common. It was agreed this should be sent out. Cllr Crouch asked for a reminder from NDCC about what service we receive for £1300. It was agreed that Cllr Crouch would liaise with Mr Rancombe.</p>
12.	<p><u>Top Common Noticeboard & Pavilion Litter bin</u> Clerk updated - The Pavilion field litterbin was installed and she would liaise with Mrs Money Coutts who has kindly offered to pay all costs ensuing. The matter for the need of purchase orders will be discussed fully at the upcoming F&S meeting. Clerk will chase Kevin re: noticeboard. The 30mph bin stickers were discussed and it was agreed, after a proposal from Cllr Crouch, to order a further 200 stickers. Clerk to forward any spare to Cllr Wood. Cllr Freeman will call WPC Barbara Taylor to introduce himself as Councillor responsible for Speed-watch and Crime-watch.</p>

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	Cllr Freeman will enquire about the "Pavements are for People" stickers to place on cars.
13.	<p>County and District Grants</p> <p>Ideas were discussed and voted on for what the County and District grants could be used: The contenders were Tree Cutting for no.25 Bus route, White gates at entrances to the village to slow traffic the first being on Top common as traffic calming measures near to the school, Annual Verge Cut including cutting back on Overgrown plans and weed-kill pavements where appropriate, refurbishment of Sedgehill Spring, Sign Cleaning. Landscaping post pavilion refurbishment, purchase 30 mph bin stickers and advertise and offer Free of Charge in Peppard news to reduce speed in the village.</p> <p>Clerk to send invoice off to County to reimburse RPPC for 50% of the Tree Cutting. RPPC Share £750. OCC Share £750. Clerk to investigate from Rotherfield Greys the cost of the white gates recently installed. Also to be investigated is the location. To ensure that a speed sign on the gates is also included. Clerk – to review feasibility of sign cleaning and verge tidy up including pavements work being carried out by Village Cleaner</p>
14.	<p>Hedges</p> <p>It was agreed a letter could go to homeowners with overgrown hedges which narrow the pavements. Clerk to find old letter previously agreed. This should not be sent until nesting season finishes</p>
15.	<p>Expenditure:</p> <p>Clerk believes all Councillors are now eligible for signing off on expenditure with Unity bank. Cllr Treacher needs to contact the bank directly for a password reset. Cllr Rowland needs to contact to resend out letter, Cllr Freeman should receive a note to say his access has changed to VA (View and Authorise). Cllr Wood and Berger have received a letter to sign on. No changes for Cllr Crouch or Cllr Hall who are already authorisers. June expenditure was agreed and on-line signatories for June were Cllr Crouch and Cllr Berger.</p>
9:20	<p>16. Chair Update and Correspondence:</p> <p>Seafarers and Oxford:Cambridge highways letters were discussed. Cllr Rowland to review letter regarding Oxford:Cambridge highway.</p>
9:25	<p>17. Matters for future meetings: NONE</p>

Meeting finished at 10:15pm.

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