



WATERPERRY with THOMLEY PARISH COUNCIL

May 2015

Minutes of Waterperry with Thomley Parish Council meeting held on Wednesday
13th May 2015 in the Lecture Room, Waterperry Gardens

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MINUTES

Present: Sue Parker, Adrian Peake, Daryl Atkinson, Lawrence Wootten, Dean Fonge
Apologies: None
Also Present: New District Councillor John Walsh till 8.20pm

Actions

- 1) Lawrence asked if he needed to declare an interest for the land registration of the recreation ground and Daryl asked if he needed to declare an interest for the planning application as it touched his land at the back of the garden. All the other councillors agreed an interest did not apply in these cases.
There were no declarations of interest for the meeting.

2) **Annual Meeting of the Parish**

The clerk took the chair and dissolved the council.

The clerk then asked for nominations for chairman. There were no volunteers for nomination of chairman, but a councillor asked if Sue Parker would put herself forward and she agreed. None of the other councillors else put themselves forward. Adrian Peake then proposed Sue which was seconded by Daryl Atkinson.

The clerk then asked for nominations for vice-chairman. The existing vice-chairman Adrian Peake said he felt he was unable to do it due to possible work constraints. Dean Fonge then put himself forward. None of the other councillors put themselves forward. Adrian Peake then proposed Dean which was seconded by Lawrence Wootten.

It was agreed for the chairman to sign the declaration of acceptance form later.

The new chairman then took the chair.

Minutes of the previous Annual Meeting of the Parish and APM were readout, approved and signed.

AGM Closed

- 3) Minutes of the previous meetings on 25th March 2014 and 8th April that were sent by email to all councillors were approved and signed.

Matters carried forward from previous minutes:

- a. Recreation Ground Maintenance, Inspection and Legal Requirements:
- Treatment for Gates using Sikkens Cetol HLS, Filter 7 or Sadolin Extra. All
 - Weekly Routine and Quarterly Inspections by the clerk, councillors and volunteers. All
 - First Recreation Ground Yearly Inspection to be done in August 2015. Clerk
- b. Matters arising from the Recreation Ground Trust AGM September 2014:
- Adrian said the application to the Charities Trust to change the governing document was still in progress but would take time. Once permission had been obtained he confirmed he planned to amend the Terms of Reference objectives for the Trustees and distribute to all the trustees. AP
 - Next AGM to be arranged for August/September 2015.
- c. Review of recent letters sent by the PC:
- The clerk confirmed that no response had been received from Waterperry Gardens and Waterperry House to the letters sent concerning the speed of traffic of their staff, deliveries and customers. The clerk agreed to send an email requesting a response. Clerk

4) **Public Open Session:**

New District Councillor John Walsh then spoke about the potential traveller site in Menmarsh Road, Brookes car parking and asked if there were any further known planning issues. Broadband was then

discussed and John agreed to find out the planned date for Waterperry to get BT Fibre Enabled Broadband.

JW

5) Finance:

The clerk's travel claim to take the election nomination packs to Abingdon for verification was agreed and signed and the first payment for the recreation ground and village verge grass cutting was signed.

The following accounts/receipts were previously approved, or approved at this meeting, and paid:

Travel To/From Abingdon (Election Nom Packs)	£11.70	(From Petty Cash)
Windmill Landscapes (Grass Cutting)	£338.40	(Cheque 100155)

Clerk
to make
payments and
bank money
as required

The following items were received since the previous meeting:

St George's Tea Party (Rec Grd Improvements Fund)	£102.04	(To be banked)
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6) Year End Accounts 2014/2015:

The 2015/2016 Expenditure against Budget was reviewed and the councillors agreed it was acceptable.

The clerk handed out the completed accounts for review and made the bank statements available.

The councillors agreed they looked correct and the chairman and RFO (clerk) signed them.

The RFO agreed to fill in the BDO audit form with these details and progress this with the internal auditor.

Clerk

7) Review Insurance and Procedures:

The parish council's assets were reviewed for insurance purposes and it was agreed the insurance, which is part of a long term contract, covered the parish council's requirements.

It was agreed the review of the risk management procedures were not required until next year and for standing orders either next year or the year after. The financial risk assessment was given its yearly review and no changes were deemed required.

8) Parish Council Events – The following events were discussed/agreed:

a) Litter Pickup – This was on Saturday 18th April from 10am and resulted in the small amount of litter on Waterperry village road and the churchyard being cleared along with an enormous amount of litter/rubbish from Waterperry Common Lane. Thanks to everyone involved. It was agreed that the next litter pick should be done in March next year before the grass gets too high. Clerk to arrange.

Clerk

b) Annual Parish Meeting – Wednesday 20th May. The clerk confirmed there would be a presentation on the Waterperry Gardens Ice House Restoration Project. The clerk agreed to arrange refreshments.

Clerk

9) Recreation Ground Maintenance:

Signs: Sue has had to change supplier but found a local firm which offered to create the sign for the same cost previously quoted. She agreed to arrange for an example to be available for the APM next week.

SP

Mowing: Sue confirmed that she would meet Windmill Landscapes on Saturday to discuss what was being done and to ensure the costs did not go over budget as well as to give them the cheque for the first invoice.

SP

Sue will, as previously agreed, discuss with Waterperry Gardens about mowing the large village verge twice a year, once after the daffodils had had time to prepare for next year and at the end of the mowing season.

Marquee: It was agreed to put the smaller marquee up on the day before the summer event on Sunday 28th June to clean it using a mildew spray and power hose. The councillors and clerk agreed to help.

All

Additional Play Equipment appearing: It was mentioned that a trampet (small trampoline) had been placed in the recreation ground some weeks before. Sue agreed to check with the insurance company the implication of having this in the recreation ground in order to determine whether it need to be removed.

SP

Land Registrations: Adrian said Lawrence had agreed to be sworn at a solicitor that his statement was true and once done Adrian will be able get this completed at the next meeting and sent off to the land registry.

LW/AP

10) Waterperry Village Plan:

The clerk went through some of the actions for the parish council from the Waterperry Village Plan (CLP).

It was agreed to cancel the action for a bus link to Wheatley as this was believed to be unachievable.

The clerk was still in discussion with OCC Highways about road maintenance.

Clerk

Details of the method and costs of a 20mph speed limit in Waterperry village were explained by the clerk. Some of the councillors thought the cost was too high to be paid for by the parishioners. It was agreed to discuss this at the APM next week with the parishioners.

Clerk

The action for a sign requesting no parking on the verges was discussed. The clerk mentioned the village plan steering committee had said only one household was currently parking regularly on the verges. The councillors agreed that a sign may not be appropriate and it would be better to contact this one household, directly or indirectly, to highlight the issue. Daryl agreed to progress this.

DA

11) Flooding/Ditches Along Waterperry Road/Common Lane:

Sue asked Dean whether the ditches adjoining his land still needed to be maintained. Dean said the hedging had been cut and the ditches were clear so no further action was required.

12) Correspondence:

Verge overgrowth on S bend in village: Daryl confirmed that he had spoken to the neighbour and that he was told the resident had no plans to maintain the verge. The clerk agreed to seek advice on what could be done from OCC Highways.

Clerk

Postal correspondence was reviewed.

13) Planning Applications:

[P15/S1153/HH](#) – 4 Green Ground Waterperry OX33 1LE – Two-storey, rear extension in matching materials, with pitched, hipped roof.

Waterperry Parish Council has no strong views on this application.

The clerk will enter details on the SODC planning website.

Clerk

14) Any Other Business:

None.

15) The date of the next meeting, which is the Annual Parish Meeting (APM), will be on Wednesday 20th May 2015 in the Lecture Room, Waterperry Gardens at 7.30pm, for which all parishioners are invited for a presentation on Ice Houses and the Waterperry Ice House Restoration Project.

Meeting closed at 09:35pm

Additional Notes:

- a. Send PC Meeting update for the Parish Magazine and this to be done on a regular basis.
- b. Send email correspondence to councillors as and when it comes in.
- c. PC Events to be arranged earlier and tasks delegated to councillors and volunteers

Clerk

Clerk

Clerk