



# WATERPERRY with THOMLEY PARISH COUNCIL

July 2017

Minutes of Waterperry with Thomley Parish Council meeting held on Wednesday  
12<sup>th</sup> July 2017 in the Lecture Room, Waterperry Gardens

Contact: Adrian Cave, 25 Waterperry

Email: [mail@waterperry.org](mailto:mail@waterperry.org) Tel: 07717 069891

WEBSITE: [www.waterperry.org](http://www.waterperry.org)

## MINUTES

Present: Sue Parker, Lawrence Wootten, Daryl Atkinson, Royston Davis  
Apologies: Dean Fonge  
Also Present: County Councillor Kirsten Johnson

### Actions

- 1) There were no declarations of interest for the meeting.
- 2) Minutes of the previous meetings on 24<sup>th</sup> May and 21<sup>st</sup> June 2017 sent by email to all councillors approved and signed.

Matters carried forward from previous minutes:

- a. Finance: Claim contribution for the mowing of the village verge, as OCC no longer does it, to use towards the mowing costs. Clerk
  - b. Administration: Clerk to update Financial Regulations and Financial Management Risk Assessment with changes such as increasing petty cash limit in revision marking and sent to councillors for confirmation. Clerk
  - c. HWW Mag: Although the magazine does manage to cover its costs, the parish council agreed to donate a split of any reasonable shortfall if this did happen in the future. Lawrence agreed to check with Holton and Waterstock parishes if they would agree as well. LW  
Lawrence agreed to request Bank Statements for the new HWW Village Mag account to be produced monthly on the 15<sup>th</sup>, and to look into whether on-line banking would be more appropriate. LW
  - d. Recreation Ground:
    - a. Purchase new football net, clips and pegs for around £65. Sue to measure and purchase along with new grass mats for the two swings for around £30. Agreed to purchase stronger net for about £20 more. SP
    - b. Daryl agreed to rub down and paint goal post this weekend, before new net installed. DA
    - c. Royston to sand and treat the picnic table and bench before the start of the school holidays. RD
    - d. Royston agreed to treat the high fence in the recreation ground and will purchase treatment. RD
  - e. Website Maintenance: Lawrence agreed to show the clerk how to maintain the parish council website. LW / Clerk
  - f. Pear Tree: One of the pear trees on the village verge had not survived. Agreed to purchase a replacement. Clerk to progress in September and find out cost from WGL. Clerk
  - g. Plant Display: A new suggestion at the APM was that Waterperry Gardens could possibly provide a floral/plant display by the village sign. The parish council will approach WGL to see if this would be a practical idea that they would consider. Any
- 3) Public Open Session:

Kirsten Johnson mentioned that OCC were discussing changes to form a committee, rather than a cabinet as currently. She also spoke about the proposed Oxford to Cambridge Expressway, and the possibility of it coming very close to Waterperry with Thomley Parish, if one of the two nearby proposed routes was chosen, rather than others that were west of Oxford City, mentioning that a Neighbourhood Plan could be used by OCC/SODC against such a route, but would need to be in place beforehand.

Kirsten said that OCC Highways had agreed to mend the sunken part of the road along the large village verge. She then referred to a small budget for parish improvements, such as traffic calming measures, suggesting white lines along the road edges by Green Ground, which has proved effective in reducing traffic speed in other villages. Sue agreed to speak to the clerk of Holton Parish Council about traffic calming initiatives. SP

The clerk mentioned the large puddles at the recreation ground entrance that appear even after a moderate amount of rain and remain for several days afterwards. Kirsten kindly offered to progress with OCC and asked the clerk to send in some photos. Clerk

- 4) Finance:  
 2017/18 Expenditure for the year reviewed against Budget and agreed.  
 2017/18 Accounts for the year reviewed and agreed were correct.  
 The councillors reviewed the Internal Audit Report, which showed no issues raised.

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

WPCC Childrens Centre Donation	£100.00	(cheque 101190)	
CHT (Defibrillator, cabinet and 1 <sup>st</sup> yr mmbrshp)	£2,575.20	(cheque 101191)	Clerk
A Cave (Stamps)	£6.72	(petty cash)	to make
A Cave (Printer Paper)	£3.25	(petty cash)	payments and
Windmill Landscapes (Grass Cutting)	£379.20	(cheque 101192)	bank money
Arrow Accounting (Internal Audit)	£180.50	(cheque 101193)	as required

The following items were received since the previous meeting:

Awards For All Defibrillator Grant	£2,246.00	(direct to bank account)
------------------------------------	-----------	--------------------------

- 5) Recreation Ground:  
Spring Tidy: The councillors agreed **to progress** their tasks for the tidy of the recreation ground. DA / RD  
 Sue confirmed she had ordered the football net, and would order the two grass mats for the swings. SP  
Land Registration: Sue said that she had found some errors in the completed forms received from the solicitor and sent them back requesting corrections. Invoice of around £60 to be paid. SP
- 6) Town and Parish Council Forum:  
Community Emergency Planning for Waterperry: Sue referred to a print of the slides from the forum and the councillors discussed potential benefits of having such a plan if an emergency occurred and agreed to see if SODC would talk to them. Clerk to speak to the SODC Emergency Planning Officer to see how this could be progressed. Clerk  
Neighbourhood Planning for Waterperry with Thomley Parish: Sue referred to the talks at the forum on planning and that SODC take them into account when processing planning applications, as well as the additional CIL Benefits with having one. The councillors agreed to see how this could be progressed, and the clerk offered to find out more details. Clerk
- 7) Update on Village Projects:  
 Sue said that she had ordered the additional 20 posts and was waiting for delivery and an invoice. SP  
 A quote for £185 + VAT to lay top soil and seed to repair the verge alongside The Old Rectory was accepted Clerk  
 by the councillors, with further potential verge repairs being looked at in the future.  
 A quote for cutting back the extra distance from the back of the pear trees to the ditch twice a year had been Clerk / All  
 obtained, but the clerk needed to substantiate the exact amount, so this would be progressed by email.  
 As mentioned under the public open session, Sue will look further into the village road issues and speeding. SP  
 The clerk mentioned that the Defibrillator and Cabinet had been delivered, with Sue to obtain a quote for its SP / Clerk  
 installation by a qualified electrician, and to organise the painting of the telephone box when the red paint arrives.
- 8) Correspondence:  
 Postal/email correspondence reviewed.
- 9) Any Other Business:  
 The clerk mentioned that planning application [P16/S3602/FUL](#) had been withdrawn prior to determination, but pr.
- 10) Other than possible meetings for planning applications, the date of the next meeting will be on Wednesday 6<sup>th</sup> September 2017 in the Lecture Room, Waterperry Gardens at 7.30pm.

Meeting closed at 9:05pm