

Letcombe Regis Parish Council

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Minutes of the Annual Parish Council Meeting held in the Warborough Room of the Village Hall on Monday 15th May 2017 directly after the Annual Parish Meeting

Present: Jeanne Lapsley (JL) Chairman, Joyce Ward (JW), David Barber (DB),
Doug Frewer (DF), Derek Maurice (DM) Elizabeth Jenkins (EJ) Parish Clerk.

There was one member of the public present

- | | Action |
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| <p>1. Appointment of Chairman and Vice Chairman:
The Clerk asked for nominations for Chairman, Cllr Lapsley was proposed by Cllr Maurice and seconded by Cllr Ward. There being no other nominations Cllr Lapsley was duly appointed.
The Clerk asked for nominations for Vice-Chairman and Cllr Light was proposed by Cllr Frewer and seconded by Cllr Barber. In Cllr Lights absence the Clerk confirmed that Cllr Light had previously agreed she would be happy to be re-appointed. There being no other nominations Cllr Light was duly appointed.</p> | |
| <p>2. Apologies for Absence:
Cllr Light was on holiday and this was accepted</p> | |
| <p>3. Declarations of Interest:
Cllr Maurice declared an interest in the Church Planning but as the application had been approved it was not needed.</p> | |
| <p>4. Approval of the minutes of the Parish Council meeting held on 20th March 2017 and actions arising:

Item 10; White gates and Footpath 8;
The Clerk had heard from Oliver Hearn who was currently on Paternity Leave and would reply after the 22nd May. WG Clay had confirmed they would be doing the work towards the end of July.
Item 13; Burial Ground extension;
The Clerk was awaiting the name of the trustee to join the Burial Ground Extension Group and would arrange the initial meeting once this was confirmed.
All other actions being completed the Parish Council (PC) approved the minutes.</p> | |
| <p>5. Financial Report:
i) Clerks Report; The Clerk had given the report at the Annual Parish Meeting held earlier that evening.

ii) Ratification of invoices paid and to be paid; The following invoices were approved by the PC.</p> | |

HMRC PAYE (paid through Post Office), Clerk February salary £451.18, Letcombe Brook Project Grant 2017-2018 £700.00, F Engelmann Register expenses, £332.21, Hire of Hall for PC meetings £32.00, McAfee Live Safe £31.99, Clerk March salary £391.80, HMRC PAYE £77.60 (Paid through the Post Office), Trustees 1st half of Maintenance grant £918.50, Letcombe Football Club 1st half of Millennium Green mowing charge £250.00, F Engelmann Register expenses £114.12.

iii) Replacement pads for defibrillator; The cost of replacements is £27.45 each excl VAT. The Clerk suggested purchasing three replacement as they need to be replaced when used or they reach their use by date. Although it is unlikely that both defibrillators would be used in quick succession it was agreed not to take the risk. The PC agreed the purchase.

LJ

iv) Insurance; The current 3 year agreement ends in August, The Clerk will obtain quotes and would appreciate input from a Councillor as to the best one to go with. Cllr Maurice agreed to help. For decision at July meeting.

LJ

v) Approval of the Annual Return for year ending 31 March 2017; This will now be brought to the next meeting on July 3rd. Because of the BIG Lottery grant, the income and expenditure is over £200,000 and BL require the grant monies to be marked 'restricted'. The Clerk had written to the Auditors and was awaiting a reply as to whether we need an intermediate review and guidance on filling in the forms.

6. Suggestions from Councillors for using the funds held over and above the reserves – Suggestions from the last PC meeting

Cllr Ward; Water heater like the one in St. Andrews, equipment for showing films for film evenings. Already actioned.

Cllr Light: refurbishment of the playground plus traffic calming measures for any surplus funds. The PC has received the S106 Transport money and are looking at various measures to use this for improving safety round the village.

Cllr Frewer: New equipment for the children's play area in the Recreation Ground. The PC have offered the Trustees matching funds and await the Trustees decision.

Cllr Barber; Putting it towards car parking either at the village hall or elsewhere and to improve/repair footpaths that the District Council won't pay for. The PC are looking at this along with increasing safety in the village.

7. Enquiry re Footpath to Wantage: Information The Clerk had received an enquiry via the PC web (Tom Sutherland) asking if there was a working party who looked after the footpath between Letcombe Regis and Wantage. The footpath is badly overgrown and dark in places. The Clerk replied to say that she hadn't heard of a working party but that any foliage overshadowing the footpath is the responsibility of the landowner on either side of the footpath. The Clerk entered a FixmyStreet enquiry and also wrote to the enquirer to ask whereabouts the problem was but has not had a reply.

It was agreed that the PC should determine should determine who were the landowners and contact them to advise of the situation and request steps should be taken to improve access. Cllr Barber confirmed he would investigate the names of the landowners.

DB/EJ

Cllr Ward said that the footpath was bad along most of its length. Cllr Maurice said that the Oxford County Council used to do an annual clearance of the footpath.

8. Letter from Anne Williams: For information.

Objecting to the proposed hard footpath on the verge between Muddy Lane and the entry to the Village Hall on Bassett Road. (copy sent to Councillors) The council is currently awaiting a schematic drawing from Phil Hodgson.

9. Planning:

Planning applications:

i) LRE/4783/6-X; Antwicks Stud. VOWH have recommended that the decision to grant planning permission be delegated to the Chair, Vice-Chair and Head of Planning subject to the completion of a S106 legal agreement. The Clerk had written to the owners who said they were waiting to hear from the planning department re the conditions they had imposed. Cllr Constance reported that she had written to the Vale again for an answer as to what was happening. It was agreed to take up the matter again with Cllr Constance. **Ongoing**

EJ

ii) P17/V0028/LB: The Hollies, South Street, Removal of brick chimney stack above roofline on south-east gable elevation and making good of tiled hip roof to match existing. The associated chimney breasts on both ground and first floor levels have permission to be removed under the current consent. Due to a proposed relocation of the boiler, the stack will become redundant. Retaining the stack without the stabilizing masonry structure below would require structural support out of proportion to its usefulness. The Parish Council had previously informed the VOWH that they had no objection to the application. **Approved**

iii) P17/V0199/O: Laburnum House, South Street, OX12 9JY, The erection of detached single storey dwelling and the relocation of an existing detached garage/stable block. This had been discussed at the Extraordinary meeting held on the 21st February when The PC had no objection in principle to the Outline Plan but had strong reservations on some points. Target decision date 23rd March 2017. **Ongoing**

iv) P17/V0163/FUL: Blandys Farm, Bassett Road, Letcombe Regis OX12 9LJ, Demolition of all existing buildings (including car showrooms, sales reception and car preparation barn). Erection of single dwelling with ancillary accommodation and garaging. The PC have asked for an extension to enable discussion at this evenings PC meeting. NB. The Clerk has since heard from VOWH that the the application would be re-submitted due to requested modifications. **Ongoing**

v) P16/V3112/MPO: Courtdown and Courtyard Stud, Court Hill Road, OX12 9JQ. Modification of planning obligation relating to LRE/5447/5-X and LRE/5447/5-D - Erection of a detached bungalow. Target date 6th January. The application is seeking a modification of the planning obligation that was signed when this bungalow was permitted in 1965, which is now known as Courtyard Stud. Should an application be submitted in the future, the parish council will be notified of this in the normal way and will have the opportunity to comment. **Approved**

vi) P17/V0520/FUL: Erection of railings on pavement outside St Andrew's Church Target decision date 25th April 2017. The Parish Council no objection to this application and the Clerk wrote to the Planning department to confirm. Target decision date 24th April 2017. **Approved**

vii) P17/V0531/HH: 12 Kings Close, Letcombe Regis OX12 9JF. Revision of P16/V0797/HH Two Storey side and rear extension, Rendering of existing property. The Clerk had checked with the Vale who confirmed that this application had been

resubmitted as the intention was to render the whole of the property and not just the extension. Councillors approved the application and the Clerk wrote to the Planning department to confirm. **Approved**

viii) P17/V0856/HH: 2 Old Bakery Cottages Bakery Lane Letcombe Regis WANTAGE Construction of a single storey side extension, replacement of porch and demolition of existing detached garage. Erection of a garden shed. Target decision date 14 June. This was discussed at the meeting and the Councillors had no objection. The Clerk will let the Planning department know their decision. **Ongoing.**

ix) Other Planning Issues (if any). To receive information on any planning issues arising between the issue of the Agenda and the date of the meeting.

x) P17/V1122/FUL: Courtdown, The Courtyard Stud Court Hill Road, Letcombe Regis OX12 QJ; Erection of one detached dwelling. Target decision date 29/6/2017. The Clerk will forward the information to the PC

10. Dates of forthcoming Parish Council Meetings: Meetings will be held in the Warborough Room of the New Village Hall, with the exception of the Annual Parish Meeting which will be in the main hall.

2017: 3rd July, 18th September, 20th November,

2018: 15th January, 19th March.

The meeting finished at 9.23pm

Elizabeth Jenkins
Parish Clerk
20th May 2017

APPROVED