

Wheatley Parish Council

Annual General Meeting & First Statutory Parish Council Meeting

Minutes from meetings held on Monday 8th May 2017 in 'The Merry Bells' starting at 7.35pm, finished at 9.40pm

Attended by Councillors: Roberts, Newman, Gregory, Carr, Bell, A Davies (chair), Harding, Coleridge, Bignell, Wilmott, Stephens (vice chair),

Officers: Michelle Legg

Also present 6 members of the public.

WHEATLEY PARISH COUNCIL ANNUAL GENERAL MEETING 2017

Cllr A Davies welcomed all to the Annual General Meeting and briefed all present on the health and safety procedures for the building.

1. ELECTION of Chairman for 2017-2018 and Acceptance of Office

Nomination for Anne Davies proposed by Cllr Stephens, seconded by Cllr Bell

Councillors voted 9 in favour with 2 Abstentions

Cllr A Davies duly elected and signed the Office of Acceptance

2. APOLOGIES FOR ABSENCE Apologies received from Cllrs Hood, T Davies

3. ELECTION OF VICE-CHAIRMAN

Nomination for Cllr Stephens, proposed by Cllr Newman and seconded by Cllr A Davies

Councillors voted 9 in favour with 2 Abstentions.

Cllr Stephens was duly elected.

4. TO CO-OPT A PARISH COUNCILLOR to replace Cllr Walkey and Riley

Two nominations received from the floor; Doug Lamont and Kate Foster. Each provided a brief introductions about themselves.

All councillors voted unanimously to co-opt Doug Lamont and Kate Foster onto the Parish Council. They duly joined the councillors at the tables where brief introductions made by all existing councillors.

5. FORMAL ADOPTION OF STANDING ORDERS, FINANCIAL REGULATIONS AND CODE OF CONDUCT

Revised versions incorporate requests by Cllr Hood to change the frequency of PC meetings.

Cllr Stephens highlighted Section 2a references 2012 version of Code of Conduct, which is now incorporated into the revised versions 2017. This is to be amended, and the new date to be added. All present voted unanimously in favour

6. APPOINTMENT of Committees;

i.) Standing Committees

Discussion took place on responsibilities and frequency of each committee.

a) Finance & General Purposes Membership. Proposal to change this to Finance committee and to meet bi-monthly.

Cllr Roberts raised question over terms of reference of each committee which will be an agenda item at first meeting.

Cllr Wilmott asked to confirm membership whilst the terms of reference are discussed.

Members Cllrs Newman, T Davies, Harding, Hood, Gregory, Lamont, Wilmott

b) Planning

Cllrs Lamont, Bell, Hood, Harding, Foster, Bignell, Roberts

c) Open Spaces Committee

Cllr Harding, Bell, Coleridge, Roberts, Hood

d) Staffing Committee

Cllrs Newman, Gregory, A Davies, T Davies, Harding to meet quarterly

ii) Advisory Committee

a) TRAC not be discontinued

b) Flooding AD proposed that a new group is set up, to include 2 PC including one from Planning Committee, Cllrs Roberts and A Davies to support Roget Bettess.

7. CONFIRMATION of representatives to outside bodies:

i) Merry Bells Management Committee; - TBC

ii) Oxfordshire Association of Local Councils; Cllrs J Carr. & R Bell

iii) Wheatley Playing Field Trust;; Mr D Lamont (until 2020) & Cllr A Davies, Cllr P Willmott (2018)

iv) Howe Trust; Cllrs P Gregory and T Newman

v) Wheatley Charities; TBC

vi) Public Transport Representative: To be removed but invites to be shared

vii) Wheatley Windmill Preservation Society; Cllr K Foster

viii). Wheatley Nursery School & John Watson Federation: Cllr S Coleridge

ix). Neighbourhood Action Group – Cllr Newman

x) The Maple Tree Centre (new for 2017/18) Cllr S Coleridge

xi Littleworth Playing Field Trust - Cllr Hood, Coleridge, Wilmott, Harding

FIRST STATUTORY MEETING OF WHEATLEY PARISH COUNCIL
For the council year 2017 – 18

8. APOLOGIES FOR ABSENCE - as above (Agenda Item 2)

9. DECLARATIONS OF INTEREST

Cllr Stephens/Foster Wheatley Windmill Item 28 v

Cllr Coleridge Park Hill Development Item 17

Cllrs Wilmott, Lamont Davies Playing Field Trust Item 21

10. MINUTES of the extraordinary meeting of the Parish Council on Monday 27th March 2017 circulated with this Agenda

Signed by Chair - Cllr Gregory asked for the following amendments Pg2 Head from school updated trees.

11. UPDATE from the extraordinary meeting of the Parish Council on Monday 27th March 2017

Minute 157(Coopers Close) - to be taken up by Open Space Committee for follow up and to complete an inventory of land owned by the Parish council, as laid out in Section 5, J, Item xiii of new Standing Orders.

Clerk to circulate revised meeting dates for all committees.

12. TO RECEIVE THE MINUTES of the meetings of the Planning Committee held on:

- i) Wednesday 8th March 2017 – circulated previously
- ii) Wednesday 12th April 2017 – circulated previously and no issues.

13. TO RECEIVE THE MINUTES of the meetings of the F&GP Committee meetings held on:

- i) Monday 20th March 2017 – circulated previously
- ii) Monday 24th April 2017 – circulated previously and no issues.

14. TO RECEIVE AN UPDATE FROM THE STAFFING COMMITTEE. Cllr Harding gave an update from the Staffing Committee which met 5th May 2017. Items for discussion included pensions, pay review, appraisals, training and assistant clerk hours and newsletter editing. Proposed terms of reference for the committee to be circulated.

15. TO RECEIVE A REPORT ON THE PROPOSED CARE HOME DEVELOPMENT AT PARK HILL FROM FRONTIER ESTATES. Report was not available in time for circulation. Management Committee have subsequently asked for a public meeting and deferred this to Planning Committee on Wed 10th May

20:23 Cllr Davies declared the meeting out of session and invited questions from the floor.

16. REPORT FROM COUNTY COUNCILLOR – Welcomed Cllr Kristen Johnson as new County Councillor. She intends to attend future surgeries held in the parish office and Parish Council meetings when she can

17. REPORT FROM DISTRICT COUNCILLOR – Cllr T Newman's report previously circulated and verbally updated all on the new Local Plan 2033, which is out for consultation. Unitary proposal applied to reduce 3 tier to 2 tier local government system, which would devolve PC powers. Process has been delayed due to General Election. It could take 2 years to come into place.

Cllr Roberts asked for a copy of the link to Local Plan.

Any comments and points can be put forward from the PC. All comments to be sent to the Clerk.

Chair urged all to read and comment on the Local Plan.

Cllr Bell advised all to also read the draft WNP which may also provide answers specific to the village.

18. TO RECEIVE AN UPDATE FROM ROGER BETTESS (RB) ON DISCUSSIONS REGARDING FLOOD STORAGE SOLUTIONS TO THE WEST OF THE VILLAGE.

RB updated all on the solutions to reduce flooding of the High St. with a flood storage area. SODC have a budget to complete the work. Preliminary drawings have been drawn up and have liaised with local land owners. Shotover Estate (SE) has been proposed as the preferred partner/location. SE would prefer the storage area to be relocated elsewhere on the estate. RB questioned whether the Littleworth Playing Field had been investigated. RB responded to say that it had but the land was not adequate.

Cllr Gregory mentioned that he had been approached for advice on road traffic relating to the slip road on the A40. Caution needs to be given when working with partners.

Cllr Stephens confirmed that the Shotover Estate does not sit within the boundary of PC, but parts of the estate do.

19. RECEIVE AN UPDATE ON THE NEIGHBOURHOOD PLAN

John Fox (JF) provided update on WNP. Formal handover of draft WNP. 8 week consultation has now started and JF has asked for the PC to have a meeting with WNP to discuss the plan. Cllr Davies asked whether Holton PC would consider a join meeting? JF to check.

Cllr Roberts questioned the usage of the parking surveys from the High St Improvement Group.

Cllr Lamont congratulated the WNP group on an informative and clear report.

21:05 Cllr Davies declared the meeting back in session

20. TO CONSIDER MATTERS RELATING TO THE WHEATLEY PLAYING FIELD TRUST

Cllr Wimott informed all that the trust Solicitor has received all lease information.

21. HOLTON PAVILIONS circulated with agenda. Holton Pavilions to be split out and at F&GP agreed to create a new working group to include users and members of the community.

Cllrs Newman, Wilmott, Lamont, A Davies to meet with the support of M Legg. Cllr Newman

asked to invite Holton PC.

Cllr Gregory reminded all that traveller season is fast approaching and Clerk to check F&GP minutes to purchase new gate and posts.

22. TO DISCUSS REPAIRS TO ROCK FACE AT CHURCH ROAD RECREATION GROUND

Clerk has circulated latest email from engineers. Cllr Newman/Gregory raised that this will be deferred to new Open Spaces Committee

23. TO RECEIVE AN UPDATE ON THE MAPLE TREE CHILDREN'S CENTRE

New staff have been recruited and are building on their funding. Many local PC had already committed funds to support the centre. Cllr Davies to confirm this with the PC's
Cllr Johnson met with county staff who are supporting the children's centres.

24. TO RECEIVE AN UPDATE ON MATTERS RELATING TO THE LITTLEWORTH PLAYING FIELDS

Cllr Wilmott has asked Liz Wickens (LW) to chase the Diocese for the charitable trust lease. LW wants to arrange a meeting with the 4 representatives from PC. Cllr Wilmott has visited the site and identified ongoing work. The field has been mentioned in the safeguarding report which has led to the schools current situation.
Progress to be reported back at next PC meeting.

25. TO RECEIVE AN UPDATE FROM THE HIGH ST ADVISORY GROUP

IG asked if this should report to Open Spaces Committee. All present Agreed.

26. TO DISCUSS MATTERS RELATING TO THE LITTLEWORTH ALLOTMENTS

To be referred to Open Spaces Committee

27. TO DISCUSS RETENTION & DISPOSAL POLICY – previously circulated

Minute 156 of PC Extraordinary meeting. No response back from SODC. Clerk to chase or contact Oxon CC.

28. TO DISCUSS COOPERS CLOSE/LITTLEWORTH FOOTPATH OWNERSHIP

To be referred to Open Spaces Committee.

29. REPORTS FROM OUTSIDE BODIES

- i) The Merry Bells Management Committee - none available
- ii) The Howe Trust - meeting 9th May 2017. On-going work to clear overgrown vegetation.
- iii) Thames Valley Police - report circulated increase in thefts from vehicle and outdoor buildings
- v) Wheatley Windmill Preservation Society - Cllr Stephens announced grand reopening Sat 13th May
- v) Flood Group - as above
- vi) Neighbourhood Action Group - no recent meeting

30. CALENDAR OF MEETINGS New calendar dates to be circulated by Clerk.
Cllr Newman asked for calendar invites to be sent out too.

31. ITEMS FOR INFORMATION

i.) Puffin Crossing on London Rd agreed by SODC

ii.) Railway Hotel community nomination - Friends of Wheatley Pubs application been received by SODC. Cllr Newman confirmed that no new planning application has been received

iii) Wake up to Wheatley - Cllr Lamont advised meeting that he had been left all A Walkey's information on the project.

iv) Cllr Stephens updated the achievements of Wheatley wonderers - three areas already tackled.

32. DATE OF NEXT MEETING - 5th June 2017 at Merry Bells