

# Wheatley Parish Council Minutes

## Monday 3<sup>rd</sup> June 2019

**Present:** P Bignell (PB) A Cooper (AC), R Forsyth (RF), P Gregory (PG), R Harding (RH), D Lamont (DL) (Chair), A Sercombe (AS), R Street (RS), P Willmott (PW), Anthony Shepherd (ASh). Cllr Booth joined the council after his co-option. OCC Cllr T Bearder (TB), SODC Cllr A Kantor (AK).

**Officer:** Michelle Legg, Clerk to the Parish Council (Clerk)      **Members of Public:** 6

The meeting opened at 7.30pm

### No    Item

**22. APOLOGIES FOR ABSENCE** – Cllr Hood and Newman

**23. DECLARATIONS OF INTEREST** – Cllr Lamont Wheatley Playing Field Trust, Cllr Willmott Wheatley Rugby Club and Wheatley Playing Field Trust.

**24. TO RECEIVE MINUTES** from Parish Council meeting on Monday 13<sup>th</sup> May 2019, previously circulated. These were signed as a true record of the meeting.

Minute 66 (2018/19) No response from Taylor Wimpey re London Road Wall  
Minute 15 (2019/20) Clerk still to Implement Lone Working Policy with staff

**Chair  
Clerk**

### **25. TO CO-OPT TO FILL ONE VACANCY ON THE PARISH COUNCIL**

Michael Booth came forward to be considered as a councillor and gave a brief summary of his interest and skills he could bring to the council. He signed his acceptance of office before joining the council table. Michaels Co-option brought the council to full capacity.

### **26. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR TIM BEARDER**

Since the last meeting Cllr Bearder has been investigating the signage for The Sun Inn, but given the recent change in ownership this may not be required  
Community Bus Officer has been chased to liaise with Chris Gowers.  
Cllr Tully raised the issue of overweight vehicles again coming through the village as another vehicle had become stuck at the junction with Station Rd and High St.  
OCC are unlikely to fund traffic calming on Farm Close Road but other options could be explored by the parish council

### **27. TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR CLLR ALEXANDRINE KANTOR**

Alexandrine attended the meeting later due to a prior SODC meeting about the Local Plan, there is no update at the moment.  
She had responded to the WNP consultation and forwarded issues relating to OCC onto Tim Bearder.

### **28. TO RECEIVE AN UPDATE FROM THE CLERK**

- i) Station Rd resurfacing completed, although some yellow lines are required.
- ii) Aims & Objectives for council year/term taken from the previous meeting will be incorporated into a working document over the coming weeks.
- iii) First Aid Kits and sharps containers purchased for outdoor workers
- iv) Newsletter circulated and invoices being issued

### **29. TO RECEIVE AN UPDATE FROM WHEATLEY NEIGHBOURHOOD PLAN**

John Fox was pleased with the content and questioning at the recent consultation event. The Clerk had previously circulated an update provided by John.  
He also raised the issue of Oxford Brookes application.

**The meeting was opened up to the public at 20:05**

**John Guy- Fair Trade Village Proposal**

John was keen to encourage the community to think about their purchases and asked for the parish council to support Wheatley becoming a Fair Trade village. Several goals would be need to met in order to gain accreditation. Most of these have already been met, the first goal would be for the council to support the scheme. The Chair proposed that this is considered at the next parish council meeting.

**Clerk to add to the next meeting agenda**

**Clerk**

**Rvd Nigel Hawkes – Wheatley Charities**

Gave a potted history of the charity which incorporated other charities that previously operated in Wheatley.

Five trustees manage the charity and distribute money to help provide support to members of the community in need and to support education of young students.

They also support the Fusion summer activity week.

Cllr Lamont sought clarification on accounts available on charity commission website and accessibility.

Cllr Booth asked about the interface between the charity and students of the village and made suggestions on engaging with students who may be eligible for financial support

**The meeting was taken back into session at 20:27**

**30 FEEDBACK FROM ANNUAL PARISH MEETING**

Format was good but a drop in attendance was noticed. Most attendees were either councillors or exhibitors. Further thought was required on this.

**31. TO APPROVE REVISED QUOTE FOR DISABLED PARKING BAYS ON VILLAGE SQUARE**

Cllr Lamont proposed that the revised quote was approved. This was seconded by Cllr Gregory and approved by the council.

**32. TO RECEIVE INTERNAL AUDITORS REPORT FOR 2018-19**

Was received and noted.

**33. TO RECEIVE AND APPROVE THE FINAL ACCOUNTS FOR 2018-19**

The Clerk had circulated a set of accounts and accompanying notes for approval, which included write offs for 2019-20.

Cllr Willmott proposed that these were approved. This was seconded by Cllr Sercombe and was approved by the council

**34. TO APPROVE ALL SECTIONS OF THE ANNUAL RETURN FOR 2018**

The clerk read out all the statements and Cllr Lamont proposed to approve all sections of the return. This was seconded by Cllr Sercombe and approved by the council. **Clerk to submit AGAR and financial information to external auditors**

**Clerk**

**35. TO RECEIVE REPORTS/UPDATES FROM**

- i) Finance Committee – next meeting 17<sup>th</sup> June
- ii) Open Spaces Committee – was on 20<sup>th</sup> May minutes have been circulated. Further thought was needed on Farm Close Road
- iii) Planning Committee – next meeting to take place on 12<sup>th</sup> June
- iv) Staffing Committee – no meeting has taken place or scheduled
- v) Wheatley & Holton Play & Activity Day – 6<sup>th</sup> July. Further publicity to be circulated. Site meeting arranged between event organisers and WPFT Wed 5<sup>th</sup> June

**36. TO RECEIVE REPORTS/UPDATES FROM EXTERNAL BODIES**

- i) Expressway Action Group – latest update circulated

- ii) Howe Trust – Cllr Gregory reported that one of the trustees has written a draft management plan.
- iii) Littleworth Playing Fields Working Group – report circulated by Cllr Willmott was spoken from. No commitment could be given until the full details of the trust's objectives and terms were available. Further details and a proposal to be considered at a future meeting.
- iv) Maple Tree Centre – continuing with their fundraising activities. Summer Fete Fri 7<sup>th</sup> June.
  - v) Merry Bells – nothing to report
  - vi) Neighbourhood Action Group - nothing to report
  - vii) OALC – latest update circulated
  - viii) Oxford Brookes Residents Association – next meeting 10<sup>th</sup> June.
  - ix) Wheatley Charities – update provided earlier in the meeting

**37. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION**

- i) Express way reports and information circulated
- ii) Thanks to be expressed to Wheatley Park School for completing their litter pick

**38. ITEMS FOR INFORMATION – Clerk provided an update on staffing**

**DATE OF NEXT MEETING 1<sup>ST</sup> JULY 2019**