

Wheatley Parish Council Meeting Minutes

5th November 2018

Present: Cllrs Bell (RB), P Bignell (PB), A Cooper (AC), P Gregory (PG), P Harrison (PH), P Hood (PHo), D Lamont (DL) (Chair), T Newman (TN), A Sercombe (AS), R Street (RS), P Willmott (PW)

Officer: Michelle Legg, Clerk to the Parish Council (Clerk) **Members of Public:** approx. 5

No	Item	Action
92.	APOLOGIES FOR ABSENCE – Cllrs Harding, Tully.	
93.	DECLARATIONS OF INTEREST – Cllr Lamont, Wheatley Playing Field Trust and TML Accounting. Cllr Willmott, Wheatley Playing Field Trust and Wheatley Rugby Club	
94.	MINUTES FROM Parish Council meeting on Monday 1 st October, previously circulated were signed and accepted as a true record of the meeting	
	ACTIONS: Item 91xi Clerk still to contact school to arrange a meeting	Clerk
95.	TO CO-OPT ONE PARISH COUNCILLOR following resignation of Cllr Shields. No volunteers came forward so co-option opportunity will be carried over to the next meeting.	
96.	TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR TOBY NEWMAN Report had previously been circulated. Items to note: <ul style="list-style-type: none"> • OBU planning application out for consultation. • Cllr Newman has been approached by WPS to address concerns over school bus service reductions. • Deep Clean had been carried out over two days. 	
97.	CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION (Item 107 moved earlier in the meeting due to the presence of members of the community who may be asked to speak on topics) <ul style="list-style-type: none"> i) Cllr Palmer resignation – noted ii) SODC & VoWHDC consultation launched on updated housing allocation policy iii) OALC - October update previously circulated. iv) Armistice Day Remembrance Service Information, previously circulated. Chair asked for councillors to make every effort to attend this event. v) OCC Cllr Bi-election - Thursday 29 November 2018 in the Merry Bells vi) Wheatley Neighbourhood Plan Update – previously circulated. John Fox provided additional updates; bespoke maps created that will support the plan and letters of opposition to OBU's most recent planning amendments sent to SODC. John asked all councillors to visit the WNP website, which includes detailed evidence for all areas of the plan. The Chair asked for thanks to be shared to all members of the WNP committee who have responded to the OBU planning application. vii) St Mary's 2020. Rev Hawkes gave an update on the plans for the improvements to St Mary's Church which will allow for a more functional community space. Jane Fanning made the request for the parish council to write a letter of support to the diocese, identifying activities that the parish council or community may use the new community space for. 	

- Cllr Newman proposed, seconded by Cllr Lamont that a letter of support for community activities is written. This was agreed unanimously.
Letter to Diocese to be written. Cllr Street agreed to compile the letter, Clerk to circulate. **RS/Clerk**
- viii) The Avenue Limes to be pollarded w/c 17th November.
 ix) Cllr Newman advised that the Sun has been put up for sale
- 98. TO RECEIVE AN UPDATE FROM THE CLERK** update previously circulated covering items:
- i) Disabled Parking – sent to SODC, awaiting further legal documents and agreements before we can proceed
 - ii) Budgets & Precept requests 2019/2020 – Councillors were asked again for suggestions for projects, priorities and general spending for following year.
 - iii) Town and Parish Forum – update from meeting previously circulated
 - iv) NALC Conference – update from conference attendance previously circulated
 - v) 4th VAS – London Rd. Quote for pole and pole installation received, Cllr Newman proposed, seconded by Cllr Lamont that the quote was approved. This was agreed. **Clerk to contact contractor to proceed with work** **Clerk**
 - vi) Replacement Tree for Crown Rd – awaiting confirmation that tree will not be affected by recent evidence of honey fungus
 - vii) Outdoor tasks and play area works – update provided
- 99. TO APPROVE TREE WORKS IN MEMORIAL GARDENS**
- i) Emergency works
 - ii) Non-emergency works
- Cllr Lamont proposed, seconded by Cllr Hood for all works to be completed and the Clerk to approve quote for non-emergency works. This was agreed unanimously. **Clerk to action** **Clerk**
- 100. TO CONFIRM PARISH COUNCIL INVOLVEMENT IN WHEATLEY CHRISTMAS FAIR – FRI 30TH NOVEMBER 2018**
 Update previously circulated and **Clerk agreed to arrange rota for the event.** **Clerk**
- 101. TO RECEIVE AN UPDATE ABOUT WHEATLEY PLAY DAY 2019**
 Update and minutes from initial meeting previously circulated.
Cllrs were asked to speak to members of community groups and organisations that may be interested in attending. **ALL**
- 102. TO RECEIVE AN UPDATE ABOUT OXFORD-CAMBRIDGE EXPRESSWAY**
 Cllr Harding recently attended the Expressway Action Group meeting and raised concerns that the parish council should be getting more involved. Option B has been selected by Highways England in their most recent report. This incorporates most of Oxfordshire, but it still lacks clarification and detailed information of proposed routes.
 Cllr Lamont stated that more residents have been concerned about local issues rather than the Expressway. Cllr Newman has received communications from both sides of the arguments. Any option in the area will most likely include Junction 8a of M40 which may impact the village.
 A discussion took place but no overall decision was made on the parish council's position. However the Council agreed that a representative should attend the next EAG meeting. **Cllr Harding and Street to represent WPC at this meeting** **RH/RS**
 Cllr Newman proposed, seconded by Cllr Hood that the parish council lobby local and national government for full public consultation. This was agreed unanimously.

103. TO RECEIVE AN UPDATE FROM PAVILION PROJECT

Cllr Lamont updated the committee that revised plans have been drawn up and submitted to SODC.

Cllr Newman asked for a representatives to attend Holton Parish Council's meeting, once the planning application is out for consultation.

DL/PW

104. TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM

- i) Open Spaces Committee – next meeting takes place on 19th November.
- ii) Finance Committee – minutes circulated from meeting on 15th October. Awaiting further information from the Windmill Preservation Society grant application
- iii) Planning Committee – minutes previously circulated. Next meeting 14th November.
Since the last meeting 8 Church Rd was approved after amendments were made and 4 Station Rd was also approved. Cllr Bell felt aggrieved by SODC planning meeting protocol in relation to 4 Station Rd.
- iv) Pavilion Working Group – Cllr Willmott felt that the group should dissolve once planning permission is approved. A new working/project team should be formed to deliver the new pavilion. This will be addressed once planning permission has been granted.
S106 monies received for cricket outfield.
An energy efficiency grant has been applied for to cover new energy efficient lighting
- v) Village Square Working Group – awaiting outcome of SODC decision on disabled parking. Cllr Hood asked to leave the group.
- vi) Burial Ground Working Group – A meeting will be arranged in the near future. Cemetery Development Services to be invited to meet with the project group.
- vii) Community Bus Working Group – no additional updates available, awaiting minutes from recent Public Transport Rep Meeting.

105. RECEIVE UPDATES/REPORTS FROM EXTERNAL BODIES

- i) Merry Bells – Clerk asked for a replacement light above the office door. PH to feed this back to the committee
- ii) OALC – update circulated and Cllrs reminded to read the document
- iii) Wheatley Playing Field Trust. Confirmed that trustees met with auditor, trustees to meet to agree these and the parish council will be informed
- iv) Howe Trust – nothing new to report
- v) Neighbourhood Action Group – nothing new to report
- vi) The Maple Tree Centre – no information available
- vii) Littleworth Playing Fields Working Group – no further action. PW to chase on progress/next meeting.
- viii) Wheatley Charities – minutes previously circulated.
- ix) Christmas Fair Group – Finance Committee had agreed to fund cost of lighting for the event

106. RESOLUTION TO EXCLUDE MEMBERS OF THE PUBLIC

To propose that under Section 100A (4) of the Local Government Act 1972, the public be excluded on the grounds that it involves the likely disclosure of exempt information as defined in paragraph X of Part 1 of Schedule 12A to the Act, namely private contractual and employment matters. - No members of the public remained at the meeting

107. TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM STAFFING COMMITTEE.

Staffing Committee has not met recently but is was reported that current vacancies have been filled

Newsletter editor – shadowing current editor for next edition and will start in January

Temporary Assistant Clerk has been appointed (10hrs) and started work on 5th November.

TML Accounting will be undertaking book keeping and financial support. A proposal was made by Cllr Newman, seconded by Cllr Hood that T Lamont is given authorisation to access bank accounts to complete payment specific processes. This was agreed and **Clerk to arrange completion of necessary paperwork**

Clerk

Meeting Closed at 21.30

DATE OF NEXT MEETING 3RD DECEMBER 2018