



Wheatley Parish Council Meeting Minutes for Monday, September 4, 2023.

Present: Cllrs Richard Barrett (RB), Paul Gregory (PG), Toby Newman (TN), Peter Ramsdale (PR), Alison Sercombe, (AS) Chair, Richard Street (RS), Lizzie Tully (LT).

Apologies: Andrew Cooper, Paul Willmott, Anthony Shepherd

Officer: Clerk

Members of the Public: approx. 7

The meeting opening at 19:30 and closed at 21:30

#	ITEM	ACTION
#69/2023-24.	APOLOGIES FOR ABSENCE Were received from Cllrs Willmott, Cooper and Shepherd and were accepted by the council.	ACTION
#70/2023-24.	DECLARATIONS OF INTEREST Cllr Ramsdale for Wheatley Playing Field Trust and Wheatley Rugby Club	
#71/2023-24.	TO COOPT TO FILL FOUR COUNCILLOR VACANCIES FOLLOWING UNCONTESTED ELECTION - NO CANDIDATES CAME FORWARD.	

Public participation began at 19.31.

The following issues/questions were raised:

Resident 1 – Littleworth permissive footpath – asked for an update as to the input from TVP and SODC. TVPs response had been that they could not comment on the proposal and no response had been received from SODC.

Resident continued to stress his concerns about security of the properties in the area.

Resident 2 – Littleworth permissive footpath paper survey – following up on voicemail message. The message had been received and the clerk welcomed the opportunity to identify the caller.

Resident 3 - Holton Park update following meetings with new landowners/developers. Chairman shared info from meetings with Crest Nicholson and clarified that OBU had sold the site and were now renting the site.

Resident 4 – Fly tipping along Littleworth footpath, the issue has been raised with resident and their contractors. Anticipate the site being cleared on 7th September.

Public participation closed at 19:44

- #72/2023-24. TO RECEIVE MINUTES FROM THE MEETING HELD ON MONDAY 3RD JULY 2023 - ACTION**
The minutes were approved by the council and signed by the Chairman of the council, as a true record of the meeting.
- #73/2023-24. TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS**
#60 & 61 Waiting for school to return to progress no smoking in play area project and to continue work on Littleworth Field project
- #74/2023-24. TO RECEIVE AN UPDATE FROM THE CLERK INCLUDED:**
- i. Local Council's Clerk's Week – communications included an interactive quiz, facts, and details of council's work.
 - ii. S106 application for play area maintenance has been approved, awaiting copy of legal agreement.
 - iii. Response submitted to SODC/VoWHDC Air Quality Action Policy
 - iv. Awaiting a response from primary school regarding involvement in No smoking in play areas
 - v. Consultation underway for Littleworth Allotment permissive footpath. Deadline is 31st Sept. Site visit was carried out and focus group to take place.
 - vi. Emergency Plan submitted to OCC; comments received.
 - vii. Wellers Headley approached regarding review of lease to playing fields and Littleworth Field. £750 to review both leases.
 - viii. Grounds Maintenance Work
 - ix. Clerk has passed first Community Governance assignments and will be attending Study Days (5-6 Sep) and SLCC Branch meeting (7 Sep).
 - x. Clerk booked to attend SLCC conference and AGM (10-12 Oct.).
 - xi. Update on fly tipping on land at rear of Allotments.
 - xii. Celebrating Volunteer Awards, nominations to be reviewed
 - xiii. Councillor Development Day – date TBC.
- #75/2023-24. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR**
Cllr Bearder was not in attendance and no report available.
- #76/2023-24. TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR**
Cllr Kantor was not in attendance and a report was circulated in advance of the meeting.
- #77/2023-24. TO CONSIDER RESPONSE TO PLANNING APPLICATION P23/S2384/O - LAND EAST OF J8A OF M40, WATERSTOCK**
Cllr Newman gave a precis of the application for a business/research development in a neighbouring parish within the green belt.
- Cllrs Ramsdale and Barrett generally supported the scheme as it would provide jobs for the new community (Holton Park). Cllr Ramsdale raised concern over the potential to adapt the scheme if permission is granted.
- Cllr Gregory raised concerns of a similar development at Blackthorn and the traffic issues that this has created.
- The council approved **Cllr Newman collating these comments and registering a comment to SODC planning team.**

TN

- #78/2023-24. TO CONSIDER REGISTERING INTEREST FOR 20MPH ZONES IN WHEATLEY**
 Cllr Ramsdale made a proposal that the council approve registering an interest for the scheme. This was approved unanimously by the council.
Clerk to action. **Clerk**
- #79/2023-24. TO RECEIVE AN UPDATE FOLLOWING VILLAGE PARKING SURVEY**
 Cllr Ramsdale gave a precis of the recent walkabout with OCC Cllr and Officer. The parish council are awaiting a formal recommendation from OCC, due late September. The traffic working group will initially receive the report before it is presented to council in October.
- #80/2023-24. TO CONSIDER REQUEST FOR A GRIT BIN IN TEMPLARS CLOSE**
 Approved. **Clerk to action** **Clerk**
- #81/2023-24. TO RECEIVE AN UPDATE FROM WHEATLEY NEIGHBOURHOOD PLAN COMMITTEE**
 The Chairman of the committee gave an update on the review of the document, that following independent examination, is with SODC, ahead of a referendum planned for late autumn and advised the council that the committee will be standing down at the end of this process. It is expected that a review will be carried out in the autumn.
- #82/2023-24. TO CONSIDER REGISTERING CHURCH RD REC WITH LAND REGISTRY**
 Approved the registration of Church Road Rec, the other areas of items flagged up as part of this process will be considered by the Open Spaces Committee.
- #83/2023-24. TO CONSIDER RESPONSES TO CURRENT CONSULTATION**
 i. [SODC/VoWHDC Landscape Consultation](#)
 ii. [SODC/VoWHDC Tourism Consultation](#)
 Councillors were advised to respond if they wished, as individuals
- #84/2023-24. TO APPROVE LETTER OF AUTHORITY FOR UTILITY AID AND REVIEW OF CONTRACT FOR 2024 AND BEYOND – Approved**
- #85/2023-24. TO APPROVE RECEIPT OF CIL SHARE FROM SODC – Approved**
- #86/2023-24. TO APPROVE INTERNAL AUDITOR LETTER OF ENGAGEMENT - Approved**
- #87/2023-24. TO RECEIVE EXTERNAL AUDITORS REPORT – Approved**
- #88/2023-24. TO APPROVE POLICIES AND DOCUMENTS**
 i. Standing Orders 2023-24 - approved
 ii. Financial Regulations 2023-24 - approved
 iii. Employee Handbook (Employment Policies) - approved
 iv. Strategic Plan 2023-2027 - approved

#89/2023-24. TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM:

- i. Finance Committee – next meeting 16th October
- ii. Open Spaces Committee – next meeting 18th September
- iii. Planning Committee – next meeting 13th September, previous minutes circulated.
- iv. Staffing Committee – minutes circulated.
- v. Communications Working Group – meeting to be arranged.
- vi. Holton Park Liaison Group -
- vii. Holton Pavilion Project - meeting with Gifted 31st Aug
- viii. Littleworth Playing Fields Working Group – on hold until school returns.
- ix. Oxford Brookes Residents groups –
- x. Traffic Working Group –
- xi. Youth Club – meeting to be arranged between OPA, WPC and interested persons.
- xii. Youth Council

#90/2023-24. TO RECEIVE UPDATES/REPORTS FROM:

- i. Community Larder – continues.
- ii. Good Neighbour Scheme – nothing to report.
- iii. Howe Trust – trustees meeting late Sept. Cllr Gregory suggested the organisation's supplies a formal report. Christmas initiative to continue for 2023.
- iv. Maple Tree Centre – report circulated.
- v. Merry Bells Management Committee – car park has been relined.
- vi. Oxford Brookes Residents Association – discussed earlier.
- vii. Thames Valley Police – Cllr Sercombe was able to provide an update on recent incidents.
- viii. Wheatley Charities – nothing to report.
- ix. Wheatley Playing Field Trust – report previously circulated. All weather wicket has been installed. Floodlights have been upgraded on the tennis courts. Schedule of work have been completed. Partner
- x. Wheatley Windmill Preservation Trust – meeting scheduled for 6th Sep.

#91/2023-24. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i. NALC – newsletters, workshops, events, Chairman's updates,
- ii. OALC – July & August update circulated. Learning and development opportunities.
- iii. OCC – various updates (unauthorised encampments,
- iv. SODC – various updates previously circulated (events, holiday activities, funding opportunities, ticket booths)
- v. Healthwatch/OU hospitals – update, event information
- vi. Police and Crime Commissioner

#92/2023-24. ITEMS FOR INFORMATION – none

#93/2023-24. DATE OF NEXT MEETING - MONDAY 2ND OCTOBER 2023