



Full Parish Council Meeting

Minutes for Monday, September 2, 2024.

Present: Councillors Alison Sercombe, Toby Newman, Richard Street, Richard Barrett, Andrew Cooper, Paul Gregory, Anthony Shepherd, Lizzie Tully, Peter Ramsdale. Cllr Lucy Thomas joined after co-option)

Officer: Clerk

Members of the Public: Approx 8 and 1 online

The meeting opening at 19:30 and closed at 21:00

24-25	Item	Action
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#69/24-25	APOLOGIES FOR ABSENCE Received from Cllr Willmott (unavailable) were accepted and approved unanimously.	
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#70/24-25	DECLARATIONS OF INTEREST were made by Cllr Ramsdale for Wheatley Playing Fields Trust	
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#71/24-25	TO CO-OPT TO FILL FIVE VACANCIES (Local Government Act 1972, section 84)	
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Lucy Thomas sought co-option onto the council and was invited by the Chairman to say a few words to councillors. Members unanimously approved the appointment. On signing her acceptance of office Cllr Thomas joined members at the council table.

#72/24-25	TO RECEIVE & APPROVE MINUTES from the parish council meeting on 1 st July 2024., were accepted, approved and signed by the Chairman as a true record of the meeting.	
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#73/24-25	TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS	
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#67/24-25 Arranging a meeting with Wheatley Playing Field Trust. Clerk is waiting to hear back from WPFT before the meeting can be rearranged. PW to confirm reps from WPFT

#74/24-25	PUBLIC PARTICIPATION & PUBLIC QUESTIONS	
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In line with Standing Order #3. Members of the public had the opportunity to raise any issues or ask questions to members, not exceeding 5mins each, unless directed by the Chairman of the meeting.

Representative from resident of Kellys Rd (9,11,13,15, 17)

Requested that the project to reinstate the boundary between properties and the council's allotment be suspended. This follows contractors' visits to the site to carry out the work requested by the council.

The Chairman of the committee advised the resident that the council were unable to discuss the topic, as it was not on the agenda, but would be discussing it and Open Spaces Committee in two-weeks' time.

Resident from Kellys Rd

Also spoke to the council on the same topic. The Chairman reminded the residents of council process. Cllr Newman also asked that if residents had any information that could support their views, to share this with the

council before the meeting on 16th September, so councillors can have an informed discussion and debate.

#75/24-25 TO RECEIVE AN UPDATE FROM THE CLERK included:

- i. Summer recess has enabled further filing/tidying of office
- ii. Grounds team continue to carryout tasks including repairs to memorial gardens and cleaning of stonework and paths, keeping footpaths and bins accessible and carrying out winter preparedness checks.
- iii. Clerk will be out of the office 10-11 Sep (Community Governance) and 8-9 Oct (conference attendance).
- iv. Tree work - SSE have completed work to the village green (High St), faculty has been approved for work to memorial gardens and contractors appointed. Due to being let down by the initial contractor, the second-choice contractor has been appointed to undertake work at Wheatley Playing Fields. The Clerk was notified on increased costs, due to leave coverage (initial quote was for work in the winter) This was approved by the Chairman, under delegated powers.
- v. Clerk has been notified of price increases for the cleaning of the office.
- vi. Clerk has arranged to meet SODC Active Communities team to discuss opportunities and activities in the community and surrounding areas.
- vii. Annual Play Area inspections have been carried out, an action plan will be drawn up and discussed at the Open Spaces Committee.
- viii. Littleworth Allotments boundaries – initial work has been carried out; however, issues arose once contractors returned on site to place the boundary markers. A temporary compromise was found, and councillors had been provided with an update.
Council agreed to discuss the topic at the Open Spaces Committee on 16th September.

#76/24-25 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR A report from OCC Cllr Bearder covering July 2024 had previously been circulated to members. Cllr Bearder was present at the meeting and added on:

- Boundary Brook – shared info on EA opposing to 1,500 property development for Boundary Brook but OCC are unable to act without a statutory objection.
- Wheatley Parking – will come into effect late September, with letters being sent to residents and signs and lines being installed. Cllr Ramsdale welcomed the completion but reminded Cllr Bearder that the scheme will only be successful with enforcement action. Cllr Tully questioned the sizes of parking bays outside the shops.
- Cllr Newman was concerned of the poor quality of pavement slurry work. Cllr Bearder had already received comments about this. Also queried the levels of litter on verges along A40 and leftover cones, many damaged during grass cutting. Cllr Bearder confirmed that this is a Highways Agency issue.

#77/24-25 TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR An SODC update for July 2024, shared by OCC Cllr Tim Bearder had previously been circulated to members. Cllr Kantor appraised the council

of capital grants and community grants, open until to November 2024.
Cllr Kantor confirmed that she would not be present at the next SODC/WPC surgery.

Cllr Street asked a question to both Cllr Kantor and Bearder about their expectations of the Oxfordshire Charter.

#78/24-25 TO DISCUSS UPCOMING COUNCIL EVENTS, COMMUNITY ENGAGEMENT ACTIVITIES

- i. Littleworth Field consultation - request to extend consultation deadline, to explore an event on the field (Awaiting response from WPS). This was approved until end of September 2024.
- ii. Local Produce Market - Sat 14th September, a range of stalls will be attending, and Wheatley Guides will be selling refreshments
- iii. Wheatley Groups and Societies fair - Sat 14th September. Organised by St Mary's Church. WPC have a table, which will require support from councillors. Some councillors had already shared their availability, some would be covering multiple tables too.
- iv. Cllr Development Day - Sat 28th Sep. Invites have been sent. Agenda will be confirmed shortly.
- v. Wheatley Christmas Fair - Fri 29th November. All stalls have been allocated. Howe Trust have kindly covered the costs of the Silver Band.
- vi. Clerk reminded councillors that the deadline for Wheatley News was 12th September. Any content should be sent to the editor

#79/24-25 TO DISCUSS MEMBER ATTENDANCE AT MEETINGS

Cllr Sercombe raised this with members as there have been recent occasions when support at local meetings/event had been low and a recent planning committee was almost inquorate. Councillors were reminded of council/committee quorums and consequences of being inquorate.

#80/24-25 TO CONSIDER RESPONDING TO PLANNING APPEAL FOR P23/S2384 -WATERSTOCK GOLF COURSE

Members agreed to move this to planning committee on 11th September.
Clerk to liaise with Assistant Clerk to ensure this is on the agenda.

Clerk/Ast Clerk

#81/24-25 TO CONSIDER RESPONDING TO GOVERNMENT CONSULTATION ON THE NEW DRAFT NATIONAL PLANNING POLICY FRAMEWORK

Cllr Newman proposed amending the suggested response and submit as an email. This was approved unanimously. **Response to be reworded and submitted via email**

Clerk/TN

#82/24-25 TO APPROVE AMENDMENTS TO WORDING OF GREEN ROUTE (WHEATLEY NEIGHBOURHOOD PLAN)

Cllr Sercombe proposed the amendments, this was approved unanimously. **Clerk to confirm inform SODC on decision**

Clerk

#83/24-25 TO APPROVE ENGAGEMENT OF INTERNAL AUDITOR 2024-25 As per (England) Account and Audit Regulations 2015, Regulation 5.

Approved unanimously. **Clerk to sign and return to Internal Auditor** Clerk

#84/24-25 TO DISCUSS OALC MEMBERSHIP FEE PROPOSAL FOR 2025-26

Approved unanimously.

#85/24-25 TO CONSIDER ADOPTION OF THE OXFORDSHIRE COUNCILS CHARTER

This was approved by members, although they were cautious on whether there would be any improvements from OCC and SODC.

#86/24-25 TO APPROVE CORE DOCUMENTS AND POLICIES

- i. Menopause Policy – approved unanimously
- ii. Cllr IT Policy – approved unanimously
- iii. Lost Property Policy – approved unanimously
- iv. Risk Assessments – approved unanimously

#87/24-25 TO RECEIVE UPDATES/MINUTES AND ACTIONS FROM:

- i. Finance Committee – meet again in Oct
- ii. Open Spaces Committee – meet on 16th Sept
- iii. Planning Committee – nothing to note, meet again on 11th Sept
- iv. Staffing Committee – no meeting arranged
- v. Communications Working Group – no meeting arranged
- vi. Holton Pavilion Project – on hold until meeting has been arranged between the parish council and the playing field trust.
- vii. Littleworth Playing Fields Working Group – Cllrs Barrett and Wilmott asked to share their comments on 7.2 of proposed lease, before this is taken back to council legal advisors.
- viii. Oxford Brookes Development Working Group – Reserved matters application submitted, and Wheatley Parish Council supported the application following the public meeting. Demolition will take place in one go, rubble recycled on site.
- ix. Traffic Working Group – High St Parking scheme will be implemented in September/October. Council agreed to discuss this at the next council meeting.
- x. Youth Club – Clerk has meeting with OPA to discuss this.

#88/24-25 TO RECEIVE UPDATES/REPORTS FROM:

- i. Community Larder – nothing to report.
- ii. Good Neighbour Scheme – meet again on 5th September
- iii. Howe Trust – trustees meeting took place, focus continues to be the ongoing maintenance and researching options of external support. Trust has also committed financial support for Wheatley Park Space2Be project
- iv. Maple Tree Centre – the team had shared info on summer sessions and a request for additional volunteers
- v. Merry Bells Management Committee – meet again 5th September
- vi. Oxford Brookes Residents Association - minutes of recent meeting circulated. Expect that Wheatley will not be involved further once OBU leave the site.

- vii. Thames Valley Police – relationship continues to support each other.
- viii. Wheatley Charities – no update supplied
- ix. Wheatley Playing Field Trust – were disappointed on parish councils view to cancel the pavilion project. WPFT have had confirmation that there is some funding from RFU within Boundary Brook s106 funds. Cllr Ramsdale asked the parish council to investigate this. The Clerk was unaware of this communication and Wheatley Parish Council could not take any action until further information had been shared.
- x. Wheatley Windmill Preservation Trust – open day on 8th September.

#89/24-25 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i. ASDA community champion - Local Champion is leaving
- ii. CloudyIT - insights and training, webinars
- iii. Community First Oxfordshire - newsletter
- iv. Fields in Trust - patron announcement
- v. Healthwatch - update
- vi. Maple Tree - summer session details, call for volunteers
- vii. NALC, Chief executives' bulletins, newsletters
- viii. OALC - July update
- ix. OCC - Climate change survey, unauthorised encampment updates,
- x. OPA - report on Play & Activity Day
- xi. Police & Crime Commissioner - July update
- xii. R Bailey -Lithium-ion batteries
- xiii. SLCC - updates, request for response to Community Governance survey
- xiv. SODC - South News, capital grants scheme, summer activities, WNP modification, press releases
- xv. St Mary's Parochial Church Council - invite to opening events for St Mary's
- xvi. TVP - Forces open day invite, Community Policing Awards, Thame Neighbourhood Team Week, alerts, traffic reporting, ASB mediation
- xvii. Ukraine Refugee Coordinating Group - minutes of recent meeting

#90/24-25 ITEMS FOR INFORMATION

Cllr Newman had reported that the boundary fence around the cadet hut seems to have been resolved so anticipate this project moving on in the near future.

#91/24-25 DATE OF NEXT MEETING 7th October 2024