



# Wheatley Parish Council Meeting Minutes for Monday, January 8, 2024.

**Present:** Alison Sercombe, Toby Newman, Richard Street, Richard Barrett, Paul Gregory, Paul Willmott, Anthony Shepherd, Lizzie Tully, Sophi Davis

**Officer:** Clerk

**Members of the Public:** approx. 5

**The meeting opening at 19:30 and closed at 20:40**

<b>2023-24</b>	<b>Item</b>	<b>Action</b>
<b>#137/2023-24</b>	<b>APOLOGIES FOR ABSENCE</b> – were received from Cllr Cooper and approved by the council.	
<b>#138/2023-24</b>	<b>DECLARATIONS OF INTEREST</b> – Cllr Wilmott declared an interest in Wheatley Playing Field Trust	
<b>#139/2023-24</b>	<b>CO-OPTION TO FILL CASUAL VACANCIES</b> – no candidates	
<b>#140/2023-24</b>	<b>TO RECEIVE MINUTES</b> From Parish Council meeting on 4th December 2023 were approved by the council and signed by the chairman as a true record of the meeting.	
<b>#141/2023-24</b>	<b>TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS</b> From Parish Council meeting on 4th December 2023 <ul style="list-style-type: none"><li>~ <b>#128i/2023-24</b> Response to Primary Care Strategy – Cllr Sercombe had submitted a response</li><li>~ <b>#128ii/2023-24</b> Joint Local Plan (Draft) Summary- Cllr Newman shared details of the ‘in a nutshell’ documents supplied by the councils.</li></ul>	

**PUBLIC PARTICIPATION** – session opened and closed at 19:32 as no issues were raised by those in attendance.

<b>#142/2023-24</b>	<b>TO RECEIVE AN UPDATE FROM THE CLERK</b> And included <ol style="list-style-type: none"><li>i. Feedback from Celebrating Volunteer Event 2023. Ran smoothly. One award to present. Cllr Tully had spoken to some residents who not aware of the initiative. The Communications Working Group will convene and discuss this. Cllrs reminded that they have a role to play in sharing details with their contacts and wider community.</li><li>ii. SODC Deep Clean – submitted to Biffa.</li><li>iii. Correction to Newsletter fees and charges 2024-25. Noted correction of 5% applied to newsletter fees.</li><li>iv. Booking forms for Newsletters are being circulated.</li><li>v. SODC confirmed Precept request has been received</li></ol>	
<b>#143/2023-24</b>	<b>TO RECEIVE A PROPOSAL AND PRESENTATION FROM FRESHWATER HABITATS TRUST.</b> Representative from FWHT was invited to give an update on the project proposals.	

Cllrs approved granting permission to FWHT to carry out their project, on parish council land. Project to be completed by end of March 2024.

**#144/2023-24 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR - Cllr**  
Bearder was not in attendance nor had he submitted a written report.

**#145/2023-24 TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR -**  
Cllr Kantor had shared info from SODC regarding severe weather conditions. Additional support available for rough sleepers.

Cllr Wilmott asked whether there were any other SODC grants would be available. Cllr Kantor was unsure at this stage and would liaise with Cllr Wilmott.

**#146/2023-24 TO DISCUSS WHEATLEY NEIGHBOURHOOD PLAN REVIEW**

- i. SODC Adoption – SODC have approved the made-plan and now form.
- ii. Minor modification - green route - **emails to be sent to SODC** explaining why WPC deem the removal of figure 12.6 is a minor modification. Other typos and grammatical updates to be addressed.
- iii. SODC & VoWHDC Joint Local Plan - further reviews of WNP will be likely once SODC have their Joint Local Plan in place.
- iv. Member briefing session – to be discussed at Cllr Development Day

Clerk

**#147/2023-24 TO CONSIDER RESPONSES TO CURRENT CONSULTATION**

- i. Joint Local Plan - Jan 2024 ([draft consultation documents available](#)). Cllrs asked to review the summary document.
- ii. [OCC Lane Rental Scheme](#) – members felt a response was not needed.

**#148/2023-24 EVENTS FOR 2024-25**

- i. Cllr Development Day (spring) - 9th March. Cllrs reminded of the event. Cllrs were asked for any topics or subjects that they would like to discuss on top of the Chairman and Clerks plans.
- ii. Local Produce Market – Members approved the proposals. and many showed interest in helping on the day.
- iii. Annual Parish Meeting – Members had identified three potential dates. Clerk to book a final date.
- iv. Play & Activity Day - 13th July. Councillors were reminded of the date and their support would be welcomed.
- v. Xmas Fair - 29th November – date for diary.

**#149/2023-24 TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM:**

- i. Finance Committee – minutes circulated.
- ii. Open Spaces Committee – call for agenda items
- iii. Planning Committee – meet again 10/1/24.
- iv. Staffing Committee – minutes circulated. Council approved temporary increase to Clerks hours to 30 hrs per week.
- v. Communications Working Group – **to be convened.**
- vi. Holton Pavilion Project – Clerk has circulated emails to interested groups with invite to meet with Gifted. Some responses already received.

Clerk

- vii. Littleworth Playing Fields Working Group – Tree survey commissioned by ODST has been received and will be discussed at upcoming meeting.
- viii. Oxford Brookes Development Working Group – nothing to report.
- ix. Oxford Brookes Residents groups – nothing to report.
- x. Traffic Working Group – nothing to report.
- xi. Youth Club – Some interest in the youth worker vacancy with a view to setting up the club once staff are in post.
- xii. Youth Council – nothing to report.

**#150/2023-24 TO RECEIVE UPDATES/REPORTS FROM:**

- i. Community Larder – usage increase in food available. None left at end of the session. Local company have supplied pickled items. Fruit is being donated by local hotel.
- ii. Good Neighbour Scheme - Meet again on 17th Jan
- iii. Howe Trust – trustees meet on 18th Jan. On site maintenance is being carried out. Weather has created some challenging conditions on site. Christmas hamper delivery went well. The trust did incur more costs this year due to demand and will review this year's initiative.
- iv. Maple Tree Centre – update and events information shared.
- v. Merry Bells Management Committee – Clerk had reported heating not being on
- vi. Thames Valley Police – nothing to report.
- vii. Wheatley Charities – nothing to report.
- viii. Wheatley Playing Field Trust – received two grants (OCC and SODC) to purchase mobile floodlights to improve accessibility to other pitches. Over Easter they plan to carry out annual maintenance but have a shortfall of funds to complete it all. They are seeking additional grants.
- ix. Wheatley Windmill Preservation Trust – meet again shortly

**#151/2023-24 CORRESPONDENCE AND URGENT ITEMS REQUIRING ATTENTION**

- i. SODC - various project funding, updates, and briefings
- ii. Thames Valley Police - Christmas wishes.
- iii. Police & Crime Commissioner - December 2023 review
- iv. Citizens Advice - letter of thanks, newsletter
- v. OALC/OCC - Monthly update Dec 23
- vi. Community First Oxford - Winter update
- vii. OCC - Unauthorised encampments. road closures
- viii. NALC - Chief Executives update, newsletters, webinars, and events
- ix. Healthwatch Oxfordshire - updates
- x. Communications of thanks from Celebrating Volunteer Awards

**#152/2023-24 ITEMS FOR INFORMATION**

**#153/2023-24 DATE OF NEXT MEETING - Monday 5th February 2024**