



Full Parish Council Meeting Meeting Minutes for Monday, February 5, 2024.

Present: Alison Sercombe, Richard Street, Richard Barrett, Andrew Cooper, Paul Gregory, Paul Willmott, Anthony Shepherd, Lizzie Tully, Peter Ramsdale,

Officer: Clerk – Michelle Legg

Members of the Public: 3

The meeting opening at 19:30 and closed at 20:57

23-34	Item	Action
#154/23-24	APOLOGIES FOR ABSENCE Apologies had been received from Cllr Newman and Davis, these were accepted and approved by members.	
#155/23-24	DECLARATIONS OF INTEREST Cllr Willmott and Ramsdale declared their interest in Wheatley Playing Field Trust and Wheatley Rugby Club.	
#156/23-24	CO-OPTION TO FILL CASUAL VACANCIES – no candidates	
#157/23-24	TO RECEIVE MINUTES from parish council meeting on 8th January 2024 The minutes from the meeting on 8th January 2024 were approved by the council and signed by the Chairman as a true record of the meeting.	
#158/23-24	TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS from the Parish Council meeting on 8th January 2024. The Annual Parish Meeting was confirmed for 22nd April 2024. with a presentation from SODC/Biffa Waste and Recycling Officer. PUBLIC PARTICIPATION – session opened at 19:33 and closed at 19:39 Resident – raised issue of untaxed vehicle without an MOT on local road. Asked for details of who they should contact as TVP, SODC, OCC or DVLA were not able to help. Cllr Gregory confirmed that unless the vehicle is uninsured TVP will not intervene.	
#159/23-24	TO CONSIDER SUPPORT FOR MORLAND HOUSE'S S106 APPLICATION Members supported Morland Houses' application for the allocated s106 money. Clerk to contact Practice Manager	Clerk
#160/23-24	TO RECEIVE AN UPDATE FROM THE CLERK i. Celebrating Volunteer Awards shared with Wheatley Community Responders ii. Wheatley News has been printed and distributed. Advertisers are returning their booking forms.	

- iii. Cyber security breach - referenced within Risk Register (Item 165iii)
- iv. Update from FWHT project on Littleworth Allotments – nothing to report
- v. Update on events – Local Produce Market
- vi. Appraisals being completed.
- vii. Hate Speech reported to TVP and local schools informed.
- viii. Clerk attended SLCC Practitioners conference on 31st Jan/1st Feb - notes circulated.

#161/23-24 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR

A report had been supplied and circulated earlier in the day. Members were urged to read through the content at their leisure.

#162/23-24 TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR

No report was received from the SODC District Councillor, nor were they in attendance.

#163/23-24 TO DISCUSS WHEATLEY NEIGHBOURHOOD PLAN REVIEW

- i. Minor modification of the green route. Chairman gave an overview of the meeting held with SODC officers. Members are waiting for further updates from SODCs legal team before any further action can be taken. Chairman and Clerk did investigate alternative routes, which will require further research.
- ii. WNP Review handover ongoing, with website info and core documents transferred to the WPC website. Minutes from WNP meetings have now been received

#164/23-24 TO CONSIDER RESPONSES TO CURRENT CONSULTATION

- i. The council discussed the Joint Local Plan Members were asked to share specific topics so **Cllr Newman could write a formal response to the consultation.** TN
- ii. Members agreed for the **Chairman to complete a response to the OCC Charter.** Councillors could also respond as individual members. AS

Cllr Gregory raised concerns on the quantity of consultation that members are being asked to complete.

#165/23-24 TO APPROVE POLICIES AND CORE DOCUMENTS

- i. The Tree Policy – unanimously approved.
- ii. Volunteer Policy – unanimously approved.
- iii. The Risk Register. Noted and discussed the recent security breach. Cyber security training was mentioned – Clerk to investigate. Building security had also been added to the register.
- iv. Strategic Plan update - noted

#166/23-24 TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM:

- i. Finance Committee – meet in February.
- ii. Open Spaces Committee - minutes circulated. Members approved use of CIL funds to purchase benches and bus shelters for Littleworth Apron.
- iii. Planning Committee – meet on 14th February.

- iv. Staffing Committee – meeting to be arranged once appraisals have been completed.
- v. Communications Working Group – **Clerk to convene meeting.** Clerk
- vi. Holton Pavilion Project – Waiting for feedback from Gifted’s meetings. Chairman asked for an update at next meeting.
- vii. Littleworth Playing Fields Working Group – Meeting has taken place. Awaiting quotes for tree work. **Cllr Sercombe is liaising with school and Shotover Estate regarding estate trees.** AS
- viii. Holton Park Development Working Group - will take place in the coming weeks and Chairman is hopeful that a new reserved matters application will be made soon.
- ix. Oxford Brookes Residents groups – nothing to report.
- x. Traffic Working Group – OCC are working on the final plans. Consultation will take place from 29th February, with a deadline in March, aiming to implement in July 2024.
- xi. Youth Club – awaiting update on staff vacancies.
- xii. Youth Council – nothing to report

#167/23-24 TO RECEIVE UPDATES/REPORTS FROM:

- i. Community Larder – drop in food available.
- ii. Good Neighbour Scheme - minutes circulated.
- iii. Howe Trust – volunteer activities continue.
- iv. Maple Tree Centre – report provided.
- v. Merry Bells Management Committee – minutes circulated and meet again on 8th February.
- vi. Thames Valley Police - request made for crime statistics and members were informed of shoplifting taking place in the Co-op. Cllr Gregory asked whether TVP could visit the village for a Have Your Say.
- vii. Wheatley Charities – no update provided.
- viii. Wheatley Playing Field Trust – During the February half term, the Trust is carrying out water testing and testing of the fire extinguishers in the pavilions. During Easter, further decompaction work on the pitches will be carried out as well as some urgent tree work on the sycamore overhanging the garden of the bishop's house. Wheatley Windmill Preservation Trust – planning open days for 2024.

#168/23-24 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION - None.

#169/23-24 TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING DUE TO CONFIDENTIAL NATURE OF BUSINESS TO BE TRANSACTED – Approved unanimously

#170/23-24 TO CONSIDER QUOTES FOR THE TELEPHONY AND BROADBAND PROVISION

Members discussed the three quotes that the Clerk had supplied for VoIP phones and improved broadband services. Members approved remaining with Mainstream Digital, who would install new broadband and systems for next 3 years (£51.40 per month plus set up costs)

#171/23-24 TO APPROVE CONTRACT FOR IT SUPPORT -

Members approved the terms of their contract with CloudyIT, to provide IT systems, licences, and support for 2024-25 (£2,540.40)

#172/23-24 ITEMS FOR INFORMATION

- i. Parish Surgery cover 10th Feb **Cllr Tully confirmed that she would cover this session.**
- ii. Cllr Wilmott had attended a Decisions online session, where he shared his learning on the features that are available. He urged other councillors to attend

LT

#173/23-24 DATE OF NEXT MEETING - Monday 4th March 2024.