



Full Parish Council Meeting Meeting Minutes for Monday, July 1, 2024.

Present: Alison Sercombe, Toby Newman, Richard Street, Andrew Cooper, Paul Gregory, Anthony Shepherd, Peter Ramsdale,

Officer: Clerk

Members of the Public: 4

The meeting opening at 19:30 and closed at 21:34

2024-25	Item	Action
#49/24-25	APOLOGIES FOR ABSENCE received from Cllr Barrett and Cllr Willmott were accepted and approved unanimously.	
#50/24-25	DECLARATIONS OF INTEREST Councillors Ramsdale for Wheatley Playing Field Trust and Wheatley Rugby Club and Cllr Newman for Wheatley Park School.	
#51/24-25	TO CO-OPT TO FILL FOUR VACANCIES – no applications received.	
#52/24-25	TO RECEIVE MINUTES From Parish Council meeting on 3rd June 2024 and extraordinary meeting on 24th June 2024, were accepted, approved and signed by the Chairman as a true record of the meetings.	
#53/24-25	TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS From Parish Council meeting on 3rd June 2024 and extraordinary meeting on 24th June 2024.	
#54/24-25	PUBLIC PARTICIPATION & PUBLIC QUESTIONS In line with <i>Standing Orders #3, Members of the public had the opportunity to raise any issues or ask questions to members, not exceeding 5mins unless directed by the Chairman of the meeting . Maximum of 30 minutes allocated for this agenda item</i> Session started at 19:35 and closed at 19:42 Resident 1 – Green route of Wheatley Neighbourhood Plan. (Item 68 on agenda) Resident read from a prepared statement, regarding background to the issue. Resident 2. – Spoke regarding Green route of Wheatley Neighbourhood Plan. (Item 68 on agenda) All four members of the public left the meeting.	
#55/24-25	TO RECEIVE AN UPDATE FROM THE CLERK And includes: <ul style="list-style-type: none">i. Ditch clearance and silt removal completed at Ambrose Rise ditchii. Initial mapping work carried out at Littleworth allotments, the follow up work will be carried out once residents have been informediii. AGAR has been submitted and confirmation of receipt received from external auditorsiv. Anticipating annual play area inspections to take place in July.v. Grants awarded by Finance Committee have been processed	

Signed:

Date:

- vi. New strimmer has been purchased, to replace broken item.
- vii. Clerk has submitted assignments for Community Governance course
- viii. Resignation received from Cllr Davis, SODC have been notified and notices displayed. A discussion took place regarding councillor recruitment. Suggestions included engaging with local business owners. The topic would be discussed at the next Cllr developer day.
- ix. Cllr Sercombe and Clerk have accepted an invite to meet with Wheatley Guides to discuss local democracy and to engage on Littleworth Field.

#56/24-25 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR - Cllr Bearder was not in attendance nor supplied a report.

#57/24-25 TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR - Cllr Kantor had sent her apologies and reminded everyone to take photo ID to polling stations.

#58/24-25 TO APPROVE CORE POLICIES & DOCUMENTS

- i. [Health & Safety Statement](#) - approved
- ii. [Retention & Disposal Policy](#) - approved
- iii. [Publication Scheme](#) - approved

#59/24-25 TO RECEIVE AN UPDATE ON UPCOMING EVENTS AND DISCUSS FUTURE EVENTS

- i. Play & Activity Day 2024, Sat 13th July 11am-3pm. Activity risk assessment approved. Clerk requested additional support from councillors, for some or all of the day.
- ii. Local Produce Market Sat 14th September 10am-2pm. Wheatley guides have offered to provide refreshments.
- iii. Wheatley Societies Fair, Sat 14th September (timing TBC). Cllr Sercombe and Newman offered to attend the event. Clerk to provide activity and information.
- iv. Consultation & community engagement for Littleworth Field. Clerk requested support with community engagement activities. Cllr Gregory and Newman suggested holding an event on the field. Clerk to investigate opportunities.
- v. Celebrating Volunteers 2024. It was felt that this should be paused this year and reviewed for 2025.
- vi. Bulb Planting 2024/25. Resident has invited Wheatley Parish Council to get involved with bulb planting over the next twelve months. Bulbs provided from surplus funds from previous Christmas Fairs. Members were keen to get involved.

#60/24-25 TO APPROVE TRANSFER OF OVERPAYMENT RECEIVED TO DONATION INCOME CODE (0.06p) (LOCAL GOVERNMENT ACT 1972, s139). Proposed by Cllr Newman, seconded by Cllr Street and approved by members.

#61/24-25 TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM:

- i. Finance Committee – nothing to add
- ii. Open Spaces Committee – meet again 15th July.
- iii. Planning Committee – Chairman sent his apologies for upcoming meeting. Vice-chairman to lead the meeting
- iv. Staffing Committee – meeting to be arranged for September

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- v. Communications Working Group – no meeting scheduled
- vi. Holton Pavilion Project – To be discussed in Item 67.
- vii. Littleworth Playing Fields Working Group – extraordinary meeting held.
- viii. Oxford Brookes Development Working Group – Developers yet to submit reserved matters application
- ix. Traffic Working Group – Meet Mon 8th July. Parking scheme was approved by OCC. Timeframe is still unknown at the moment. Officers to be questioned over whether part of the proposal can be put on hold whilst further info is gathered regarding the implications from bus service changes along Church Rd. 20mph zones will also be discussed.
- x. Youth Club – vacancy with OPA remains. Clerk will engage with community at P&A Day and speak to St Mary’s Church as an alternative location.

#62/24-25 TO RECEIVE UPDATES/REPORTS FROM:

- i. Community Larder – no update available
- ii. Good Neighbour Scheme - no update available
- iii. Howe Trust – Cllr Gregory raised concern for the overgrowth surrounding the council’s Oak tree planted on the Howe. Cllr Gregory and Sercombe to investigate and raise with trustees.
- iv. Maple Tree Centre – report circulated.
- v. Merry Bells Management Committee – no update available
- vi. Oxford Brookes Residents Association - change and reduction of bus services have caused much concern, but services will remain. Vacant by October 2025.
- vii. Thames Valley Police – Clerk and Chairman have a meeting scheduled with Neighbourhood Sgt, to discuss crime statistics and any recent issues.
- viii. Wheatley Charities – nothing to report.
- ix. Wheatley Playing Field Trust – awaiting a trust meeting.
- x. Wheatley Windmill Preservation Trust - open days continue to be successful. Teas at Manor House was successful.
- xi. Lagan Homes - Cllr Newman gave a verbal summary for those who did not attend. Awaiting submission to SODC Planning.

#63/24-25 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i. J Howell MP, farewell newsletter
- ii. NALC - events, bulletins, Star Council Awards,
- iii. OALC - monthly update, change of date and invite for AGM
- iv. Oxford Bus Company - details of new and revised bus services, serving Wheatley.
- v. OCC - encampments, roads resurfacing, updates, flood risk management, climate adaptation programme, annual review of parish records
- vi. Shotover Preservation Society - summer newsletter
- vii. SODC, Green Infrastructure, Grants, Rural England prosperity fund, elections, Nature Survey results, South news
- viii. TVERC - June news
- ix. TVP - Thame Neighbourhood Team week update, beauty spot break ins
- x. Resident - tree overhanging from churchyard
- xi. Resident - Bus services along Church Rd
- xii. Resident - continuing concerns regarding retro fitting of external insulation to SOHA properties on The Avenue

Signed:

Date:

#64/24-25 ITEMS FOR INFORMATION

#65/24-25 DATE OF NEXT MEETING Monday 2nd September 2024

#66/24-25 RESOLUTION TO EXCLUDE PUBLIC & PRESS DUE TO THE PERSONALLY/COMERCIAALLY SENSITIVE NATURE OF THE ITEMS TO BE DISCUSSED Public Bodies (Admissions to Meetings) Act 1960.

Proposed by Cllr Newman, seconded by Cllr Street and approved by members.

#67/24-25 TO DISCUSS THE FINDINGS OF FUNDING FEASIBILITY REPORT FOR LOWER PAVILION, WHEATLEY PLAYING FIELDS (Local Government (Miscellaneous Provisions) Act 1976 s19)

Cllr Ramsdale (having been granted a dispensation for this item) gave a summary of funding situation,

Cllr Newman proposed that WPC take the findings on board and scrap the idea of developing a new pavilion in the current format. Instead work with WPFT to identify feasible alternatives.

Seconded by Cllr Shepherd and approved by members. Cllr Ramsdale abstained from voting.

It was agreed that the following action is taken:

- Formally write to WPFT
- Meeting with Pavilion Working Group
- Work with WPFT to undertake an independent review of lower pavilion
- Support WPFT to carry out a review of users, their current and future needs
- What else can the site offer or options for diversification

#68/24-25 TO DISCUSS RESIDENTS' CONCERNS & COMPLAINTS REGARDING GREEN ROUTE WITHIN WHEATLEY NEIGHBOURHOOD PLAN (Localism Act 2011 s9.)

Cllr Sercombe gave a precis of the situation and discussions with SODC Planning Policy Team. Cllr Sercombe, Newman and the Clerk have arranged a meeting with the residents and SODC and would share any decisions/actions agreed by members.

The previously circulated, confidential report included all options, which were considered by members.

Cllr Newman proposed that WPC follow SODC's suggested approach, that would address the initial issue and commit to rewriting the neighbourhood plan, in line with emerging Joint Local Plan.

The decision would be communicated to the residents at the upcoming online meeting.

**Clerk/
Chairman**

**Working
Group**