

# Wheatley Parish Council Minutes Monday 3<sup>rd</sup> October 2022

**Present:** A Cooper (AC), P Gregory (PG), R Harding (RH), J Heath (JH), T Newman (TN), P Ramsdale (PR), A Sercombe (AS) (Chair), L Tully (LT), P Willmott (PW).  
OCC Cllr Bearder and SODC Cllr Kantor.

**Officer:** Michelle Legg, Clerk to the Parish Council (Clerk)

**Members of Public:** approx. 6

**Meeting started at 19:30 and closed at 21:16**

**The meeting began by observing a minute's silence in remembrance for HMQ Elizabeth II at 7.30pm**

**No Item**

**102. APOLOGIES FOR ABSENCE** – Cllr Bignell's, Burnett and Street's apologies were received and approved.

**103. DECLARATIONS OF INTEREST** – Non-pecuniary interests: Cllr Willmott and Cllr Ramsdale- Wheatley Playing Field Trust and Wheatley Rugby Club.

**104. TO RECEIVE MINUTES** from Parish Council meeting on Monday 5<sup>th</sup> September 2022 were signed by the Chairman as a true record of the meeting.

**105. TO RECEIVE AN UPDATE ON OUSTANDING ACTIONS** from Parish Council Meeting on Monday 5<sup>th</sup> September 2022

- Item 88 2022-23 Response to Oxford Central Travel Plan. **Cllr Newman will meet with Cllr Heath after the You-Tube meeting and will submit the council's response**

TN/JH

**The meeting was opened up to the public at 19:35**

**Resident** asked a Question regarding CIL money. The Clerk explained what CIL money was and what it had been spent on to date. Should the resident require further details they were advised to meet with the clerk.

**Resident** – Question to Cllr Bearder regarding bus gates and LTNs. WPC would be responding to the current OCC consultation, as detailed in Minute 105.

**The meeting resumed at 19.45**

**106. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR TIM BEARDER**

OCC have started their budget setting process and the council will have to make savings. Funding available to help support the cost-of-living crisis.

Highway maintenance and improved highway planning is being championed by Cllr Bearder.

Questions from Councillors included clarification of a 'Transport Hub' and the impact this could have on Wheatley. A Transport Hub is a type of park and ride but has not seen Wheatley as a transport hub.

Oxford Brookes – follow up regarding planners and no conversations have taken place with OCC officers.

There is no short-term plan to remove parking charges from park and rides.

**107. TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR ALEXANDRINE KANTOR**

Capital grant scheme is open until mid-october

council offices are moving from 3<sup>rd</sup> october

SODC has a new area on their website for anyone who needs information

Scrutiny committee recently reviewed financial position.

Cabinet considered SOHA application for development.

Cllr Kantor has her surgery this weekend.

Chairman questioned why it is so difficult to report fly tipping on SODC website.

- 108. TO RECEIVE AN UPDATE FROM THE CLERK**
- i) Laptop ordered, delivered and in use.
  - ii) Cllr Heath has reviewed Website Accessibility Guidelines 2.0 and made some further suggestions, which have been implemented
  - iii) Oct/Nov Wheatley News. Majority have been delivered.
  - iv) Clerk has signed and returned Terms of Engagement to new Internal Auditor and Phase 1 audit to take place remotely in November.
  - v) Civility and Respect Pledge signed on behalf of the council
  - vi) Cllr Lawrences resignation and vacancy.
- 109. TO RECEIVE UPDATE FROM WHEATLEY NEIGHBOURHOOD PLAN REVIEW**  
Nothing to report.
- 110. TO PROVIDE UPDATE ON HIGH ST PARKING**
- i) Cllr Bearder and Cllr Ramsdale met recently and discussed the current position.
- 111. TO CONSIDER CAROLS ON THE REC EVENT AT CHURCH RD REC - Approved**
- 112. TO ADOPT SODC'S CODE OF CONDUCT 2022- Approved**
- 113. TO RECEIVE EXTERNAL AUDITORS REPORT- Noted**
- 114. TO RECEIVE AN UPDATE ON VOLUNTEER RECOGNITION EVENT**  
Clerk gave an update on the preparations for the event.
- 115. TO CONSIDER A RESPONSE TO CONSULTATION**
- i) [Tiddington Neighbourhood Plan](#). Cllr Newman agreed to submit a summary of the parish council's views. This was approved by the council. **TN**
- 116. TO RECEIVE FEEDBACK FROM RECENT EVENTS**
- i) Councillor development day – next one is already in diaries in 2023
  - ii) Community Litter Pick – a handful of councillors, along with the Litter Crew were out over the weekend as part of the event.  
It was noted that pockets of litter were identified around road repairs, where workmen have been. It was felt that the support from the community was low.
  - iii) Operation London Bridge – number of books of condolence in the village.  
Clerk and Chairman need to send a letter to the palace.
- 117. TO DISCUSS HOLTON PAVILION**
- i) Signage of existing buildings – to be added to the next WPFT meeting.
  - ii) Funding for Pavilion Project – Three councillors met with SODC's grants team to discuss the project.
  - iii) Resubmission of planning permission. Further documentation may be required to accompany the new application. **Clerk to investigate.** **Clerk**
- 118. TO DISCUSS FUTURE USE OF WHEATLEY REGISTRY OFFICE**  
The council were interested in investigating this.
- 119. TO APPROVE CORE DOCUMENTS**
- i) Dignity at Work Policy (replacing and updated from Bullying and Harassment Policy)- approved
  - ii) Update on Strategic Plan & Action Plan – discussed at councillor development day
- 120. TO APPROVE A NEW COMMUNICATIONS WORKING GROUP**  
Cllr Heath, Newman, Sercombe, Richard H and Clerk. First meeting will draft a scope for the group and present these to council for approval.

**121. TO RECEIVE UPDATES FROM COMMITTEES/WORKING GROUPS (exceptions only)**

- i) Finance Committee – next meeting 17<sup>th</sup> October
- ii) Planning Committee – meeting was unable to go ahead, actions were dealt with under scheme of delegation. Next meeting 12<sup>th</sup> October.
- iii) Open Spaces Committee – Council to approve. Clerk to present Terms of Reference at next meeting.
- iv) Staffing Committee – meeting to be scheduled.
- v) Wellbeing Committee – meeting took place on 27<sup>th</sup> September. Minutes to be circulated.
- vi) Brookes Development Working Group – met with representatives from Brookes. A new planning application is expected to be submitted. New plans will see a removal of the spine road, with two entrances/exist on Waterperry Rd. This would recommend a change of flow onto Old London Rd. River Learning Trust have not had any negotiations of the strip of land between Brookes and Wheatley Park School.
- vii) Holton Pavilion Project – discussed earlier in meeting
- viii) Community Emergency Plan – nothing to report
- ix) Littleworth Playing Fields Working Group –
  - x) 90<sup>th</sup> Working Group – meeting to be arranged.
- xi) Traffic Working Group – awaiting a suitable date for a meeting.
- xii) Youth Council – awaiting meeting with school.

**122. TO RECEIVE UPDATES/REPORTS FROM EXTERNAL PARTNERS (exceptions only)**

- i) Community Larder – food is becoming scarcer.
- ii) Good Neighbour Scheme – nothing to report.
- iii) Howe Trust – meeting in October
- iv) Maple Tree Centre – Cllr Harding was appointed as representative.
- v) Merry Bells Management Committee –
- vi) Oxford Brookes Residents Association –
- vii) Thames Valley Police – PCC update and Have Your Say event on Friday. Also drones seen over properties.
- viii) Wheatley Charities –
- ix) Wheatley Playing Field Trust – Meeting to discuss fencing concerns. To agree on how to proceed with the removal and replacement of fencing.
- x) Wheatley Ukraine Refugee Group – updates circulated. Council to remove this from the agenda.
- xi) Wheatley Windmill Preservation Society – sails are back up.

**123. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION**

**All**

(previously circulated)

- i) SODC – various updates; Cost of living crisis information, funding, climate action, code of conduct, garden cities, street cleaning, capital grants, office move and temporary closures.
- ii) OCC – road closures on Ladder Hill; travellers update, period of mourning, travel plan consultation.
- iii) OALC – Monthly updates, Operation London bridge
- iv) SLCC/NALC – events circulated, civility and respect updates
- v) Citizens Advice – invite to AGM
- vi) TVP/PCC – monthly update,
- vii) Various - village newsletters – available from parish office
- viii) Oxford Community Foundation – AGM invite
- ix) CPRE - update

**124. ITEMS FOR INFORMATION**

- i) Divots found in Church Rd and Cullum Rd Rec. #
- ii) Cllr Cooper, thanked fellow councillors and staff for their recent support.

**Date of next meeting Monday 7<sup>th</sup> November 2022**