

Minutes of Annual Meeting of Wheatley Parish Council Tuesday 4th May 2021

Present: R Barrett (RB), A Cooper (AC), C Coxon (CC), P Gregory (PG), R Harding (RH), D Lawrence (DL), T Newman (TN), A Sercombe (AS), (Chair), L Tully (LT), P Willmott (PW).
OCC Cllr T Bearder (TB), SODC Cllr A Kantor (AK). Cllr Street (RS) joined at approx. 20:00.

Officer: Michelle Legg, Clerk to the Parish Council (Clerk) **Members of Public:** approx. 3

The meeting started at 7.30pm and closed at 9.30pm

| No | Item | Initial |
|----|--|---------|
| 1. | ELECTION OF CHAIRMAN FOR 2020-21 AND ACCEPTANCE OF OFFICE Cllr Newman proposed Cllr Sercombe and was seconded by Cllr Gregory. The council unanimously approved appointment. | |
| 2. | APOLOGIES FOR ABSENCE – Received from Cllr P Bignell. Cllr Street would be arriving late to the meeting. | |
| 3. | DECLARATIONS OF INTEREST – Cllr Willmott, Wheatley Playing Field Trust and Wheatley rugby club | |
| 4. | ELECTION OF VICE CHAIRMAN – Cllr Newman was appointed to the role of vice-chairman. The chairman also thanked Cllr Willmott for his support and work in this role, over the past years. | |
| 5. | TO RECEIVE MINUTES from Parish Council meeting on Monday 12 th April 2021 – previously circulated. One spelling error was corrected and then signed as a true record of the meeting. | |
| | OUTSTANDING ACTIONS | |
| | 176. Tim Bearder gave an update on the ditches, which stated that the issue was for the residents not OCC. However, the clerk challenged this asking that this is a shared responsibility and asked Tim to clarify this with officers. Clerk to circulate further detail. | |
| | 178 xi) Cllr Gregory had attempted to send some images highlighting the issues, but this had not been received. | |
| | 181 i) Following Cllr Booths resignation this has not been progressed. Remaining Cllrs and Clerk to investigate options. | |
| | 181 ii) Clerk has been in liaison with group | |
| 6. | TO RECEIVE AN UPDATE FROM THE CLERK | |
| | i) Update on Annual Parish Meeting – well attended and interesting updates and presentations. | |
| | ii) Newsletter - Newsletter deadline is 13 th May. All bar four advertisers have signed up to annual agreement. | |
| | iii) Lease to Parish Office has been signed, copy held by Clerk and copy returned to management committee | |
| | iv) Tree work completed in Farm Close Road Recreation Ground. Planting has begun and bug hotel created. | |
| | v) Elections and Neighbourhood Plan Referendum taking place Thu 6 th May | |
| | vi) Valuation Office – response returned | |
| | vii) Resignation of Cllrs Booth and Lamont were received. | |
| | viii) Cllr Gregory raised issue of the footpath between Farm Close Road and Kelham Hall Drive | |

7. **TO RECEIVE A REPORT FROM COUNTY COUNCILLOR TIM BEARDER**
Cllr Gregory asked for the road surfacing on road before Middle Ground is in a terrible state, even after some work had been carried out.
8. **TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR CLLR ALEXANDRINE KANTOR**
A summary of the elections on 6th May under Covid-19 measures was given.
9. **TO MAKE A DECLARATION FOR GENERAL POWER OF COMPETENCY**
This item was not discussed as this was agreed after elections in 2019
10. **TO REAFFIRM WPC ADOPTION OF SODC COUNCILLOR CODE OF CONDUCT**
Approved and affirmed.
11. **REVIEW OF REGULAR BANKING STANDING ORDERS & DIRECT DEBITS**
Approved.
12. **TO DISCUSS RETURNING TO FACE-TO-FACE MEETINGS FROM 7TH MAY 2021**
Access for those with limited mobility was discussed and assistance would be available.
Live streaming and access was also discussed. it was decided to review this to see if there is a requirement for this.
Cllr Willmott shared his dissatisfaction with the decisions made by the Government on this issue as the double standards were not fair.
Other committees will either take place in the coffee room, or main hall.
13. **TO CONSIDER PREPARATION FOR COUNCIL COMMUNICATION POLICY**
The Clerk presented a report to councillors on a proposed plan to canvas the community on what methods of communication the community uses, what information they receive or would like to receive and in what formats to help create a policy that will improve communication. Councillors asked questions for further clarity.
This was approved and the **Clerk to continue with consultation.**

Clerk

The meeting was taken into an open session at 20:15 and residents were invited to raise any questions with the council.

Floods and Drainage – improvements at Littleworth have been noted following OCCs intervention. A monitoring group to be looked at to keep an eye on any future issues.

Pumping station update – discharge exceeded the capacity of the pumping station, which caused flooding. No historic records but likely to happen up to 5 times a year. Chair of the Floods and Drainage to send a formal letter to Thames Water for more information. Open Spaces Committee to monitor issues.

Meeting resumed at 20:25

14. **TO RECEIVE AN UPDATE ON STRATEGIC PLAN AND ACTION PLAN**
No updates were available.
15. **APPOINTMENT OF MEMBERS TO COMMITTEES AND WORKING GROUPS FOR 2020-21**
 - i) Committee/working Group membership was discussed and revised
 - ii) meeting dates for 2021-22 was approved.
16. **TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM**
 - i) Finance Committee – meeting held 28th April 2021. Minutes previously circulated

- ii) Health and Wellbeing Committee, doodle poll circulated to enable meeting date to be confirmed. **Clerk to action**
- iii) Open Spaces Committee – next meeting 17th May 2021. Agenda to follow.
- iv) Planning Committee – meeting being held 5th May 2021.
- v) Staffing Committee – TBC
- vi) Brookes Development Working Group – No further updates.
- vii) Community Emergency Plan Working Group – No further updates
- viii) Holton Pavilion Project – item to be discussed later in the meeting.
- ix) Littleworth Playing Fields Working Group – meeting postponed due to lack of input from ODST, meeting rescheduled for 14th May.
- x) Littleworth Traffic Working Group – OCC officers have been in contact to arrange locations for the monitoring devices. Council had previously agreed to two sets of monitoring devices. Further options would need to be discussed with the council at the next meeting.
- xi) Youth Club and Youth Council – nothing to update.

17. TO APPOINT REPRESENTATIVES TO EXTERNAL BODIES AND TO RECEIVE UPDATES/REPORTS

- i) Howe Trust, Cllrs Sercombe and Gregory remain representatives, however the third role was due to reappointment. The community representative was happy to continue and was approved by the council.
- ii) Good Neighbour Scheme – A request has been made by the new group, to have a parish council representative on the group. Cllr Tully was appointed.
- iii) Littleworth Playing Fields Working Group – updated provided above, membership to remain, with existing councillors.
- iv) Maple Tree Centre – report circulated, Cllr Lawrence to remain as representative.
- v) Merry Bells – meeting again on 6th, re-opening from 17th May. Cllr Tully to remain as representative.
- vi) Oxford Brookes Residents Association. Cllr Bignell not in attendance.
- vii) Thames Valley Police. Cllr Sercombe gave an update on recent thefts in the village. Suspects have been identified. Investigations are ongoing. No updates on 57 Crown Rd. ASB/covid-19 breaches were witnessed in Roman Rd.
- viii) Wheatley Charities – grant information circulated by the organisation. Council reappointed M Lancashire to remain as an appointed representative.
- ix) Wheatley Playing Field Trust – 2 council representatives need to be reappointed in July and October 2021.
- x) Wheatley Windmill Preservation Trust – Cllr Newman to remain as the council's representation. Planning application is still pending
- xi) Authorised signatories were updated, and Cllr Sercombe to be added once paperwork has been completed.

18. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i) Ox Plan 2050 CPRE Briefing
- ii) SODC updates; COVID 19, grants, support, ACV session,
- iii) Police and Crime Commissioner updates
- iv) OCVA – latest offering including updates relevant to all committees. Also include training opportunities, for new and experienced councillors and staff. **Councillors reminded to read the document.**
- v) OALC updates and training opportunities

19. TO RESOLVE THAT MEMBERS OF THE PUBLIC ARE EXCLUDED FROM THE MEETING IN ORDER THAT THE COUNCIL CAN CONSIDER REPORTS THAT CONTAIN COMMERCIALY SENSITIVE INFORMATION.

Unanimously approved. Members of the public were asked to leave the meeting.

20. TO APPROVE APPOINTMENT OF PREFERRED CONTRACTOR TO PRODUCE A FULL DESIGN AND COST FIGURE FOR THE REPLACEMENT HOLTON PAVILION.

A report and documents had been circulated in advance of the meeting and questions were raised and clarified on the topics of:

Sharing costs with Holton – the land is owned by Wheatley Parish Council, not Holton Parish Council. The project will be funded by Wheatley Parish Council.

Clarification of the services to be provided. – A design cost is required to help with the application for external grants and a will give a detailed build cost and report.

The report will take approximately 3 months to prepare and circulate.

Future funding. It was questioned whether funding would be available. Councillors involved felt that discussions with governing bodies were favourable. (RFU, FA, SODC funding, ECB). Additional support may be available from appointed contractors.

Cllr Newman made a proposal to accept the recommendation and quotation. This was seconded by Cllr Willmott. The appointment was unanimously approved by the council to appoint Sports Clubhouses, at a cost of £49,852.50.

Representatives to remain as previously appointed (Cllrs Newman and Willmott) with support from the Chairman and Clerk, until the report is received. A review will then be undertaken to progress the project.

21. ITEMS FOR INFORMATION - None

DATE OF NEXT MEETING 7TH JUNE 2021