

# Wheatley Parish Council Meeting Minutes

## Monday 5<sup>th</sup> July 2021

**Present:** R Barrett (RB), F Burnett (FB), P Bignell (PB), A Cooper (AC), C Coxon (CC), P Gregory (PG), R Harding (RH), D Lawrence (DL), T Newman (TN), P Ramsdale (PR), A Sercombe (AS), (Chair), R Street (RS), L Tully (LT), P Willmott (PW).  
SODC A Kantor (AK) arrived at approx. 7.40pm.

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

**Members of Public:** 1

**The meeting started at 7.30pm and closed at 9.29pm**

- 38. APOLOGIES FOR ABSENCE – none**
- 39. DECLARATIONS OF INTEREST –** Cllr Willmott - Wheatley Playing Field Trust and Wheatley Rugby Club. Cllr Ramsdale declared an interest when discussing item 52ix.
- 40. TO RECEIVE MINUTES and from** Parish Council meeting on Monday 7<sup>th</sup> June 2021
- 41. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR TIM BEARDER**  
None received. Cllr Bearder was not in attendance.
- 42. TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR ALEXANDRINE KANTOR –** noted. The report was taken out of order as Cllr Kantor arrived late.  
Oxford  
SODC Challenge of Local Plan – Bio-abundance challenge was unsuccessful  
Housing Land Supply – figure of 5.33 land supply. Cllr Kantor was asked to clarify the challenge on the Housing Land Supply, which question that the figure is 3.33 years.  
**Cllr Kantor to provide more information when it is available.** **AK**  
The number of planning applications has increased and is causing delays.  
Increased staffing to assist waste teams in reducing litter and increasing collections.  
Checks by SODC to be continued and carried out on C-19 grant applications.  
It was clarified that these grants are those that issued as C-19 support.
- 43. TO RECEIVE AN UPDATE FROM THE CLERK**
- i) Farm Close Road Rec improvements complete awaiting final grant payment from SODC
  - ii) Tree work and surveys – Cllr Gregory shared concerns over trees on Kelham Hall Drive.
  - iii) June/July edition of newsletter produced and circulated
  - iv) SLCC conference (virtual) booked
  - v) Communication Policy – update on progress. Copy of survey had been circulated and a discussion of how this will be communicated widely in the community. **Council suggested adding a question on how you heard about this survey. Clerk to Action** **Clerk**
  - vi) Summer Xplorer event at Holton Playing Fields – further information shared
  - vii) Play Area inspection training booked for Clerk and GMO
- 44. TO RECEIVE AN UPDATE ON WHEATLEY NEIGHBOURHOOD PLAN**  
Chair of the committee gave an update. WNP review now includes the enhancements that were taken out of original application. Other topics were also discussed:
- Burial ground as this was referenced in the Neighbourhood Plan.
  - Infill. Chair of WNP Committee has written to SODC Planning Officer regarding concerns of infill. Response was one of this is not an issue as it is happening across the country.
  - Park Hill care home – traffic concerns stretch down to Station Rd, as well as London Rd and Church Rd, especially as the pharmacy will soon move to the surgery site.
  - Roadside parking is a concern.

- Bollards on crossings – crossings are protected by four bollards, which when damaged can cause hazards to pedestrians.

Committee chairman was asked whether a representative would sit on any future traffic working group, this was welcomed.

**45. TO DISCUSS ANTISOCIAL BEHAVIOUR IN THE VILLAGE**

Following reports of antisocial behaviour (ASB), Cllr Sercombe took this up with local PC. These were investigated by TVP, and patrols are being undertaken.

**Councillors reminded to report all types of ASB to non-emergency number or website.**

**ALL**

**46. TO DISCUSS TRAFFIC ISSUES IN THE VILLAGE**

- i) Approve the creation, membership, and terms of reference of traffic and roads working group.

Cllr Newman made a proposal, seconded by Cllr Street to form a working group. Cllr Gregory offered to sit on the working group as did Cllrs Coxon, Barrett and Ramsdale.

- ii) Recent traffic issues – discussed in iii.
- iii) Update on monitoring devices outside Wheatley Primary School/Littleworth Rd. An increase of incidents has been reported in recent weeks. Reckless driving, HGV and speeding are the three main issues. TVP are working with OCC, Trading standards to run an operation to monitor HGVs through the village. School continues to look at options to increase parent’s reliance on driving to school.

**CC**

**47. TO APPROVE NEW BANKING PROVIDER**

Cllr Newman, proposed approval of the new banking provider, seconded by Cllr Harding and was approved by the council.

**48. TO REVIEW COUNCIL POLICIES AND DOCUMENTATION**

- i) UK-GDPR policies and documents - approved

**49. TO RECEIVE AN UPDATE ON STRATEGIC PLAN & ACTION PLAN**

**Grammatical errors to be corrected by the Clerk.**

Cllr Burnett asked whether the topic of inclusivity could be developed and **Cllr Burnett to send suggestions to the Clerk for discussion at future meeting.**

**Clerk**

**FB**

**50. TO APPROVE APPOINTMENT TO COMMITTEES AND WORKING GROUPS FOR CLLRS BURNETT AND RAMSDALE**

Cllr Burnett requested more time to decide on which committees she would like to join. The council approved appointments for Cllr Ramsdale to join Finance and Wellbeing Committees and Holton Pavilion Working Group

**51. TO RECEIVE UPDATES FROM COMMITTEES AND WORKING GROUPS**

- i) Finance Committee –meeting took place on 21<sup>st</sup> June. Cllr Street appointed as Chairman
- ii) Planning Committee – minutes circulated, next meeting 14<sup>th</sup> July. SODC land supply figures are being challenged across the district. Brookes update site to be put on open market soon, but whole process may take longer than they envisage. Clerk asked for planning training to be confirmed.
- iii) Open Spaces Committee – meeting scheduled for 19<sup>th</sup> July and walkabout arranged. Waste removal continues to be an issue. Walkabout to take place on Monday 12<sup>th</sup>, outside parish office at 6.30pm.
- iv) Staffing Committee – no meeting planned and no issues to report
- v) Wellbeing Committee – meeting scheduled to take place on 8<sup>th</sup> July.
- vi) Brookes Development Working Group – update as above
- vii) Community Emergency Plan – meeting to be arranged to progress
- viii) Holton Pavilion Project – meeting arranged for 6<sup>th</sup> July to meet on site and confirm final design and features. Cllr Willmott invited new councillors to visit the site. This was agreed once a report is available, following the arranged meeting.

- ix) Littleworth Playing Fields Working Group – Response received from Chair of Governors and await more information.
- x) Littleworth Traffic Working Group – included in previous item 46.
- xi) Youth Council & Youth Club – Youth Council on hold until the new school year. Funding applications for Youth Club have been unsuccessful, but other funding is being sought.

**52. TO RECEIVE UPDATES/REPORTS FROM EXTERNAL PARTNERS**

- i) Howe Trust – ash die back has been noted on the site.
- ii) Good Neighbour Scheme – discussions continuing on scope of project
- iii) Maple Tree Centre – report circulated ahead of meeting.
- iv) Merry Bells Management Committee – no update.
- v) Oxford Brookes Residents Association – minutes circulated.
- vi) St Mary’s Church PCC – no progress on SLA
- vii) Thames Valley Police – police presence noted in the village. Helicopter was present searching for a missing person who was located.
- viii) Wheatley Charities – Educational Grant information shared
- ix) Wheatley Playing Field Trust – Wheatley FC is growing. All-stars cricket starts. This has been funded by the trust. Security cameras have identified damage to pavilion by a student. Footage shared with the school and action to be taken. Doug Lamont’s term as trustee ends at the end of July. Proposal made by Cllr Harding and seconded by Cllr Street for Cllr Ramsdale to be appointed as the council’s representative. Up to two trustee vacancies remain.
- x) Wheatley Windmill Preservation Society – nothing to update

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

**Clerk**

(previously circulated)

- i) SODC – various updates; COVID-19, funding, car parking changes, consultation
- ii) OCC – COVID-19 updates, weight restriction enforcement, road closures, funding for roads, unauthorised encampments
- iii) OALC – Updates circulated. Councillors reminded of training opportunities
- iv) NALC – updates circulated. Training opportunities shared.
- v) OCVA – update circulated. Councillors reminded of training opportunities

**54. ITEMS FOR INFORMATION – none**

**55. TO RESOLVE TO EXCLUDE THE PUBLIC FROM THE MEETING DUE TO THE PERSONAL CONFIDENTIAL NATURE OF BUSINESS TO BE TRANSACTED**

Approved

**56. TO APPROVE INCREASE FOR NEWSLETTER EDITOR**

A 2.5% increase for 2021-22 was approved by the council. **Payment and back payment to be made.**

**Clerk**

**DATE OF NEXT MEETING MONDAY 6<sup>TH</sup> SEPTEMBER 2021**