

Wheatley Parish Council Minutes Monday 5th September 2022

Present: R Barrett (RB), P Bignell (PB), F Burnett, (FB), P Gregory (PG), R Harding (RH), J Heath (JH), D Lawrence (DL), T Newman (TN), P Ramsdale (PR), A Sercombe (AS) (Chair), R Street (RS), L Tully (LT).

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

Members of Public: approx. 6

Meeting started at 19:30 and closed at 22:17

2022/23 **Item**

77. **APOLOGIES FOR ABSENCE** – received from Cllrs Cooper and Willmott. Apologies were accepted and approved by the council.
78. **DECLARATIONS OF INTEREST** – Non-pecuniary interests - Cllr Ramsdale- Wheatley Playing Field Trust and Wheatley Rugby Club.
79. **TO RECEIVE MINUTES** from Parish Council meeting on Monday 4th July 2022 were approved and signed by the Chairman, as a true record of the meeting.
80. **TO RECEIVE AN UPDATE ON OUSTANDING ACTIONS** from Parish Council Monday 4th July 2022 – no outstanding actions
81. **TO RECEIVE A REPORT FROM COUNTY COUNCILLOR TIM BEARDER** – Cllr Bearder was not present and no report available.
82. **TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR ALEXANDRINE KANTOR**
Cllr Kantor gave a verbal update; SODC are waiting for an announcement from government on cost-of-living crisis. SODC community hub is available for advice and able to share information on pensioner household grants.
She urged the community to respond to Local Plan consultation.
Applications still open for Everyone Active fund
SODC are moving offices from Milton to Abingdon in the coming weeks
SODC are liaising with Shotover Estate regarding flood alleviation measures for the village.
District Councillor holding her surgery on the following Saturday, in the parish office.
83. **TO RECEIVE AN UPDATE FROM THE CLERK INCLUDES:**
- i) Councillors' development day on 24th September. Cllrs were reminded about this event and further details circulated.
 - ii) Hosepipe ban implications, dispensation given to allow for watering of trees
 - iii) Cllr Heath induction completed and also booked onto Roles and Responsibilities training. Cllrs reminded of the importance of attending training and development opportunities.
 - iv) Aug/Sep Wheatley News printed and distributed. Included Cllr profiles. Others encouraged to participate,
 - v) Clerk has completed SODC settlement consultation on facilities and services within village
 - vi) Community Litter Pick – reminder of event and follow up from emails sent. **Cllrs reminded to confirm availability and times for their sessions so resources can be made available.** **Cllrs**
84. **TO RECEIVE AN UPDATE ON WHEATLEY NEIGHBOURHOOD PLAN**
An update had been circulated ahead of the meeting and included the consultation comments and responses.
Several of the appendices were recommended to be amended, and these changes are being undertaken. All of these documents should be completed by the end of September with submitted to the parish council, ahead of submission to SODC.

The meeting was opened for public session at 20:00

Resident – raised concerns of tennis courts. It transpired that images were of the wrong site.

Resident – 280 bus strike. Resident wanted to know what information has been available. The parish council had not received any news about this.

Resident – population of Wheatley is getting older and asked for more seating in the village. The open spaces committee will look at this.

Resident – Raise the issue of the state of the bollards in the village Most of the bollards are the responsibility of Oxfordshire County Council, and issues should be reported on Fix My Street and then taken up with Oxfordshire County Councillor.

The public session ended at 20:16

85. TO DISCUSS HIGH ST PARKING ENFORCEMENT

- i) Update from OCC officers following motion from previous meeting. Recent email confirmed that the parking enforcement will remain suspended on the High St until OCC have undertaken a review. Representatives from the council and OCC are to meet in the coming weeks – Clerk to contact OCC for dates/times
- ii) Terms of reference and membership of new working group. Cllrs Gregory, Barrett, Newman, Heath, Burnett, Willmott, and Tully would form a working group under the Traffic Working Group, implementing the current mandate.

86. TO CONSIDER PERMISSION FOR FUSIONS HARVEST FESTIVAL EVENT IN CHURCH RD REC – Approved.

87. TO RECEIVE AN UPDATE ON VOLUNTEER RECOGNITION EVENT

The working group met recently to consider the nominations and to plan the presentation event on 7th October 2022 in the New Club. Invites would be sent in the coming days. Councillors reminded to confirm their attendance. Councillors available to help on the night should speak to the Clerk.

88. TO CONSIDER A RESPONSE TO CONSULTATION

- i) [SODCs Diversity and Inclusion Strategy](#) – council agreed for the Chairman to share her response on behalf of the council. **Chairman to respond.**
- ii) [Central Oxfordshire Travel Plan](#). **Cllr Newman and Heath to draft a response** on behalf of the council, expressing concerns that Wheatley will suffer further from park and riders.

**Chair
TN/JH**

89. TO CONSIDER APPOINTMENT OF NEW INTERNAL AUDITOR.

Council approved the appointment of April Skies (up to £375 plus travel expenses).
Clerk to confirm

Clerk

90. TO APPROVE CONTINUATION AS PART OF THE SAAA SECTOR LED EXTERNAL AUDITOR APPOINTMENT REGIME – Council approved to remain in the regime.

91. TO APPROVE SIGNING THE CIVILITY AND RESPECT PLEDGE; TO EMBED RESPECTFUL BEHAVIOUR IN COUNCIL PROCESSES AND PROCEDURES AND FOR ALL COUNCILLORS TO ATTEND TRAINING. – approved.

92. TO APPROVE ACCEPTANCE OF CIL PAYMENTS FROM SODC – approved. Clerk to respond to SODC officers.

Clerk

93. TO CONSIDER CONTRIBUTION FOR WHEATLEY CHRISTMAS FAIR- approved

94. TO APPROVE CORE DOCUMENTS

- i) Complaints Procedure – approved with grammatical errors and named individual would investigate. **Clerk to make these changes and circulate**
- ii) Co-option policy - approved
- iii) Health and Safety Statement – approved
- iv) Councillor Handbook – approved. Councillors that wish to have a hard copy should contact the Clerk.
- v) Website Accessibility Statement – update approved. **Clerk to circulate WAG 2.0 legislation to Cllr Heath.**

Clerk

Clerk

- vi) Update on Strategic Plan & Action Plan – noted. Chairman asked for the volunteer recognition event to have its only line. Council approved this. **Clerk to update.**

Clerk

95. TO RECEIVE UPDATES FROM COMMITTEES AND WORKING GROUPS

- i) Finance Committee – next meeting 17th October. Cllr Street will be absent.
- ii) Planning Committee – minutes circulated, next meeting 14th September 2022
- iii) Open Spaces Committee – next meeting is on 19th September 2022
- iv) Staffing Committee – meeting to be scheduled.
- v) Wellbeing Committee – meeting to be for 27th September
- vi) Brookes Development Working Group – are meeting on 7th September 2022.
- vii) Holton Pavilion Project - meeting to be arranged
- viii) Community Emergency Plan – meeting to be arranged
- ix) Littleworth Playing Fields Working Group – no updates due to school holidays
- x) 90th Working Group – meeting to be arranged
- xi) Traffic Working Group – meeting to be arranged
- xii) Youth Council – Cllr Newman pushing this again with the school.

96. TO RECEIVE UPDATES/REPORTS FROM EXTERNAL PARTNERS

- i) Community Larder – is growing in success and it was suggested that products were made available throughout the session.
- ii) Good neighbour Scheme – no update
- iii) Howe Trust – no update
- iv) Maple Tree Centre – report circulated ahead of meeting
- v) Merry Bells Management Committee – no update
- vi) Oxford Brookes Residents Association – minutes circulated
- vii) Thames Valley Police – rural task force is back dealing with hare coursing.
Chairman to contact TVP regarding lack of response.
- viii) Wheatley Charities – Educational Grant deadline has passed.
- ix) Wheatley Playing Field Trust – To approve Cllr Willmott at WPC Trustee to trust - approved
- x) Wheatley Ukraine Refugee Group – continuing in a positive vane.
- xi) Wheatley Windmill Preservation Society – delays in installing the sails.

Chair

97. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

(previously circulated)

- i) SODC – various updates; code of conduct, financial support for families, summer holiday events, planning applications,
- ii) OCC –travellers update,
- iii) OALC – Monthly updates and AGM minutes circulated
- iv) NALC – events circulated
- v) OCVA – training opportunities
- vi) TVP/PCC – monthly update, ASB support, have your say events
- vii) Various - village newsletters – available from parish office
- viii) Wheatley Guides – thank you received.

98. TO RESOLVE TO EXCLUDE THE PUBLIC FROM THE MEETING DUE TO THE PERSONAL AND CONFIDENTIAL NATURE OF BUSINESS TO BE TRANSACTED
Approved.

99. TO APPROVE CONTRACTOR TO UNDERTAKE FENCING WORK AT HOLTON PLAYING FIELDS Council decided to defer this decision and to look at repositioning of the long jump pits as a cheaper alternative

100. TO APPROVE PURCHASE OF NEW LAPTOP – approved purchase of new laptop (£1207.50).

101. ITEMS FOR INFORMATION – none

Date of next meeting Monday 3rd October 2022