

Wheatley Parish Council Minutes Monday 6th June 2022

Present: P Bignell (PB), F Burnett, (FB), A Coopers (AC) P Gregory (PG), R Harding (RH), D Lawrence (DL), T Newman (TN), P Ramsdale (PR), A Sercombe (AS) (Chair), R Street (RS), P Willmott (PW) and OCC Cllr T Bearder and SODC Cllr A Kantor.

Officer: Michelle Legg, Clerk to the Parish Council (Clerk) **Members of Public:** approx. 6

Meeting started at 19:30 and closed at 21:07

- No** **Item:**
- 22. APOLOGIES FOR ABSENCE** – Apologies from Cllrs Barrett, Shepherd and Tully were accepted and approved.
- 23. DECLARATIONS OF INTEREST** – Cllr Willmott and Cllr Ramsdale- Wheatley Playing Field Trust and Wheatley Rugby Club
- 24. TO RECEIVE MINUTES** from Parish Council meeting on Monday 9th May 2022. Minutes were signed by the Chairman, as a true record of the meeting.
- 25. TO RECEIVE AN UPDATE ON OUSTANDING ACTIONS** from Parish Council Monday 9th May 2022
Item 180/21-22 – Still awaiting a response from Cllr Kantor.
Item 208/21-22 – still awaiting completion of the work. This has been escalated to head of customer service. **Clerk to chase.** **Clerk**
- 26. TO CO-OPT ITNO ONE COUNCILLOR VACANCY** – no volunteers came forward
- 27. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR TIM BEARDER**
Update previously circulated to councillors. Verbal update given with highlights of his change of role within the council as portfolio holder for Adult Social Care. A40 cycle path improvements and demolition of toilet blocks on the same road.
#46 bus route improved frequency and taking in Little/Great Milton.
Cllr Newman asked for clarification on whether government were scrapping charges at recycling centres. **Cllr Bearder to investigate** **TB**
- 28. TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR ALEXANDRINE KANTOR.**
Her update included details on the women’s cycle tour, SODC planning team recent award, promoted boiler replacement scheme. SODC/VoWHDC Local Plan consultation is open. Cllr Community Grant scheme has also opened.
Cllr Newman asked whether there was any update on Brookes development and Cllr Kantor confirmed that there were no updates yet.
- 29. TO RECEIVE AN UPDATE FROM THE CLERK**
i) Jubilee Celebrations, successful events across the weekend.
ii) June/July edition of newsletter produced and circulated. Bumper edition included Wheatley Directory and details of WNP consultation.
iii) External email issues resolved
iv) Insurance scheduled paid
v) Councillors have been sent calendar invites for council meetings during the year.
vi) Council selected for Intermediate External Audit. **Clerk to provide additional documents.** **Clerk**
- 30. TO RECEIVE AN UPDATE ON WHEATLEY NEIGHBOURHOOD PLAN REVIEW**
Communications have been circulated to promote the consultation period, (3rd June-22nd July), the update review, the design and code as well as the Strategic Environmental Assessment.
Statutory Consultation bodies have been contacted. It was agreed that the Clerk would contact local organisations offering the opportunity to respond.
Council agreed to hold one face-to-face meeting and one online meeting to provide an

opportunity for the public to ask questions. The dates of these meetings would be determined by the Clerk, WNP committee and the Chairman of the council, based on room availability.

Clerk/AS

31. TO RECEIVE AN UPDATE FOLLOWING ARRIVAL OF UKRAINIAN REFUGEES TO THE VILLAGE

Ukrainians have been welcomed into the community, they have been visiting the Community Larder and have arranged to meet at St Mary's Church during the Community Larder opening times.
The local support group is also aiding some surrounding villages too.
A grant has been submitted to Rotary Club to help cover hire costs of meeting rooms.
Arriva have been approached seeking financial support for bus passes.
Cllr Newman asked whether the sports pavilion could be used. Cllr Wilmott to take this forward to WPFT.

The meeting was opened to the public at 20:09

Wheatley Library welcomes Ukrainian families to the library (with free wifi)

Great Big Green Week – Sustainable Wheatley are hoping to put together a schedule of events that will link into the national initiative.

Meeting was taken back into session at 20:13

32. TO RECEIVE INTERNAL AUDITORS REPORT – was received and noted. Clerk to respond to the one comment.

33. TO APPROVE THE ANNUAL GOVERNANCE STATEMENT

- i) to approve Section 1 of Annual Governance and Accountability Return – approved
- ii) to approve dates for exercise of elector's rights – approved. **Clerk to display documents**

Clerk

34. TO APPROVE THE ANNUAL ACCOUNTING STATEMENTS

- i) to review and approve asset register – approved
- ii) to approve Section 2 of Annual Governance and Accountability Return- approved **Clerk to display documents and submit to External Auditor**

Clerk

35. TO APPROVE CORE DOCUMENTS

- i) To dissolve Covid-19 face to face meeting protocol – approved. Council to return to pre-covid protocols
- ii) Standing Orders 2022-23 revised in line with NALC model Standing Orders 2018/updated Apr 2022. – approved. **Clerk to circulate updated document**

Clerk

36. TO RECEIVE UPDATES FROM COMMITTEES AND WORKING GROUPS

- i) Finance Committee – next meeting 20th June. Budget overspend was due to use of earmarked reserves for Pavilion, otherwise budget was healthy. Cllr Street commented that the Finance Committee had not had sight of AGAR figures ahead of this meeting and would seek to adjust meeting schedule for 2023-24. Clerk suggested that an EGM for the Finance Committee was an alternative.
- ii) Planning Committee – minutes circulated, next meeting 8th June.
- iii) Open Spaces Committee – minutes circulated from recent meeting. Update on actions – Dogs and other ASB in Farm Close Rd Rec, residents have been written to. Recent work undertaken by grounds maintenance staff has been well received. Village wide Litter Pick date changed to 1st October 2022.
- iv) Staffing Committee – minutes from meeting circulated. Terms of reference were approved.
- v) Wellbeing Committee – recent events have been very successful; more community events would be welcomed. Community Larder has proved very popular. Minutes of recent meeting to be circulated. **Clerk**

Clerk

- vi) Brookes Development Working Group – met recently with Holton PC. Brookes planning application expires on 23rd April 2023. OCC and SODS Cllrs have been invited to join this group.
- vii) High St Parking Working Group – The data collected from the consultation proved valuable, so the working group wanted to more time to review this, so have delayed presenting their report until 4th July, a month's extension was approved.
- viii) Holton Pavilion Project - Funding meeting taking place on Wednesday 8th June. Council approved report to be sent to SODC Cllr Hewer.
- ix) Community Emergency Plan – no update
- x) Littleworth Playing Fields Working Group – Chairman is meeting with school on 10th June and hope to move this forward.
- xi) Platinum Jubilee and 90th Working Group. Events delivered and will now focus on the last of the 90th celebrations, Clerk and Chairman to meet to discuss was to celebrate volunteers within the parish.
- xii) Traffic Working Group – meeting taking place on 13th June. Key issues on agenda and will have all key stakeholders involved.
- xiii) Youth Council – no update

37. TO RECEIVE UPDATES/REPORTS FROM EXTERNAL PARTNERS

- i) Community Larder – update previously circulated. Cornfields will be supporting the initiative with excess supply of bread.
- ii) Good neighbour Scheme- no update
- iii) Howe Trust – Trust is looking for a new committee member with experience or knowledge about land management, horticulture.
- iv) Maple Tree Centre – report circulated ahead of meeting
- v) Merry Bells Management Committee – nothing to report
- vi) Oxford Brookes Residents Association – nothing to report
- vii) Thames Valley Police – officers have been visiting the village.
- viii) Wheatley Charities – Educational Grant information shared
- ix) Wheatley Playing Field Trust – Wheatley FC tournament (800 attendees) was well supported. Wheatley Oaks FC have their tournament at the site. Play & Activity Day 16th July.
- x) Wheatley Ukraine Refugee Group – nothing else to add
- xi) Wheatley Windmill Preservation Society – sails are down, and repairs are being undertaken.

38. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

(previously circulated)

- i) SODC – various updates; new appointments, funding, car parking changes, climate action, code of conduct
- ii) OCC –, road closures, fix my street updates, travellers update
- iii) OALC – Updates circulated
- iv) NALC – events
- v) OCVA – training opportunities
- vi) TVP PCC – monthly update, ASB support,

39. TO RESOLVE TO EXCLUDE THE PUBLIC FROM THE MEETING DUE TO THE PERSONAL AND CONFIDENTIAL NATURE OF BUSINESS TO BE TRANSACTED - approved

40. TO APPROVE BANK HOLIDAY ENTITLEMENT FOR PART TIME EMPLOYEES- Approved

41. ITEMS FOR INFORMATION – Burial Ground to be discussed at the Open Spaces Committee

All

DATE OF NEXT MEETING MONDAY 4TH JULY 2022