

Wheatley Parish Council Minutes Monday 14th November 2022

Present: Cllrs R Barrett (RB), P Bignell (PB), A Cooper (AC), P Gregory (PG), R Harding (RH), J Heath (JH), T Newman (TN), P Ramsdale (PR), A Sercombe (AS) (Chair), A Shepherd (Ash), R Street (RS), P Willmott (PW). F Burnett (FB) arrived at 19:36.

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

Members of Public: 4

Meeting started at 19:30 and closed at 21:36

- | No | Item | |
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| 125. | APOLOGIES FOR ABSENCE – Apologies were received from Cllr Tully (LT) and were approved and accepted by the council. | |
| 126. | DECLARATIONS OF INTEREST – Non-pecuniary interests: Cllr Willmott and Cllr Ramsdale- Wheatley Playing Field Trust and Wheatley Rugby Club. | |
| 127. | TO FILL CASUAL VACANCY CREATED BY THE RESIGNATION OF COUNCILLOR LAWRENCE, BY CO-OPTION. – although interest had been shown no candidates were present at the meeting | Clerk |

THE MEETING WAS OPENED UP FOR PUBLIC PARTICIPATION AT 19:33

RESIDENT – parking issues outside the URC was causing issues for those using the URC. This was not an area that the parish council has responsibility for.

PUBLIC PARTICIPATION ENDED AT 19:38

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| 128. | TO RECEIVE MINUTES from Parish Council meeting on Monday 3 rd October 2022. The minutes were approved and signed, by the Chairman as a true record of the meeting. | |
| 129. | TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS from Parish Council Meeting on Monday 3 rd October 2022 - none | Clerk |
| 130. | TO RECEIVE A REPORT FROM COUNTY COUNCILLOR TIM BEARDER – Cllr Bearder was not present and no report available. | TB |
| 131. | TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR ALEXANDRINE KANTOR- Cllr Kantor was not present and no report available. | AK |
| 132. | TO RECEIVE AN UPDATE FROM THE CLERK <ul style="list-style-type: none">i) Update on OCC Registry Office – Contact had been made with OCC but had resulted in confusing responses from officers. Further discussions had identified several potential interested parties that could work together.ii) 13th edition of Charles Arnold Baker will shortly be available and the clerk requests that the council approve the purchase, using the SLCC discountiii) Howe Trust site visit – meeting to be rearrangediv) Feedback from SLCC National Conference. Clerk thanked the council for having the opportunity in attending and will circulate an update of learning.v) Wheatley Christmas Fair – Cllrs reminded of the eventvi) Insurance Claim for leaf blower – Clerk has contacted and provided insurers with details.vii) NALC pay rise details released – noted.viii) Wheatley News deadline for content is 17th November 2022ix) To confirm details of Clerk’s Community Governance Course for Feb 2023, . Approvedx) Remembrance service. Parish Council had received and laid a wreath as part of the village remembrance service. Although a donation has yet to be made as we are waiting for BACS details. Chairman shared comments from some of the community that it would be nice to see more councillors present at the event.xi) Office closure over festive period – confirmed 23rd December until Tuesday 3rd January 2023 | Clerk |

- 133. TO RECEIVE PRE-SUBMISSION DOCUMENTATION FROM WHEATLEY NEIGHBOURHOOD PLAN COMMITTEE, FOLLOWING REVIEW OF THE PLAN –**
Approved documents, **which are to be submitted to SODC.** **Clerk**
- 134. TO CONSIDER FUTURE COMMUNITY EVENTS**
- i) Local produce market – one off trial Officers to put a paper together for the next meeting.
 - ii) Coronation of King Charles III 6th May 2023. Council decided against delivering a community event, preferring for residents to arrange their own. It was suggested that the local produce market could be held on one day of the extended bank holiday.
 - iii) Cuppa, Cake, and Chat – Agree with Saturday 17th December, unless an alternative is required. A Saturday will support Ukrainians to develop their conversational English.
 - iv) Warm hub promotion – URC have pulled together an afternoon offering, and the coffee mornings are continuing as per their schedule. Volunteers are needed to be able to add Monday and Thursday mornings. Councillors and anyone who may be able to help should contact the Clerk/Merry Bells
 - v) Christmas Fair 2023 – councillors supported taking this in house, providing insurance cover is available from current provider.
- 135. TO DISCUSS HOLTON PAVILION**
- i) Approve change of site plans to address move 1.5m to the east. Approved
 - ii) Resubmission of planning permission – to be completed once plans have been redrawn.
 - iii) Fencing quotes removal only – approved ODS’s quote (£3800 +VAT) to remove 120m of chain link fencing, burying remaining section, labour, materials, and disposal costs. **Clerk to contact all those who submitted quotes.** **Clerk**
- 136. TO REVIEW DRAFT BUDGET FOR 2023-24**
Clerk and Chairman of the finance committee presented the first draft of the budget and draft precept figures for consideration. Council appreciated that there will be tough decisions at December’s meeting.
- 137. TO APPROVE CORE DOCUMENTS**
- i) Risk Assessments – Annual documents were approved.
- 138. TO RECEIVE UPDATES FROM COMMITTEES/WORKING GROUPS (exceptions only)**
- i) Finance Committee – minutes circulated
 - ii) Planning Committee – meeting took place on 9th November
 - iii) Open Spaces Committee – Council to approve Terms of Reference - approved, next meeting 21st November.
 - iv) Staffing Committee – meeting took place 1st November; minutes have been circulated
 - v) Wellbeing Committee –meeting took place on 27th September.
 - vi) Brookes Development Working Group – Cllr Newman had made a FOI request to OCC regarding the land between Wheatley Park and Brookes. Discussions have been ongoing for several years.
 - vii) Holton Pavilion Project – no update from SODC.
 - viii) Community Emergency Plan – to be progressed in new year.
 - ix) Communications Working Group – Approval of Terms of Reference -approved meeting scheduled for Wednesday 16th November.
 - x) Littleworth Playing Fields Working Group –
 - xi) 90th Working Group – nothing to report
 - xii) Traffic Working Group - meeting took place 31st October. School ‘top’ car park is now open for use by parents. Parking seems to have got better. Council requested a formal response from OCC Cllr Bearder regarding the High St parking restrictions.
 - xiii) Youth Council – no further progress.
- 139. TO RECEIVE UPDATES/REPORTS FROM EXTERNAL PARTNERS (exceptions only)**

- i) Community Larder – food available via Oxford Food Hub has dropped.
- ii) Good neighbour Scheme - none
- iii) Howe Trust – Over 100 Christmas dinner hampers are being distributed again this year. A Gofundme page has been set up to help raise some funds
- iv) Maple Tree Centre – Cllr Harding has met with Maple Tree Representatives and have been supporting Afghan refugees at the Belfry. The Maple Tree wished to thank previous representative for their support. Maple Tree are offering a warm space for families.
- v) Merry Bells Management Committee – New office front door is expected in next couple of weeks.
- vi) Oxford Brookes Residents Association – nothing to report
- vii) Thames Valley Police – ASB along High St reported to police.
- viii) Wheatley Charities – nothing to report
- ix) Wheatley Playing Field Trust – Meeting to discuss fencing concerns. To agree on how to proceed with the removal and replacement of fencing. Trust wanted to thank SODC Cllr Kantor for grant to install cricket wicket – installation in Spring 2023. A second grant from Everyone Active will support more floodlights on the site. Wheatley Park have finally signed the user agreement with the trust.
- x) Wheatley Ukraine Refugee Group – updates circulated
- xi) Wheatley Windmill Preservation Society – final open day took place and was the most popular. Maintenance will continue over the winter.
- xii) Harringtons meeting update – Cllr Sercombe gave a brief update on the proposed Harrington – new Market Town – presentation and issues. A follow up meeting was arranged for Tuesday 15th November at the Belfry.

140. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

(previously circulated)

- i) SODC – various updates; Cost of living crisis information, funding, climate action, code of conduct, street cleaning, capital grants, call for Land and Buildings Available for Change, health strategy,
- ii) OCC – road closures, travellers update, financial support for community buildings
- iii) OALC – Monthly updates,
- iv) SLCC/NALC – events circulated,
- v) TVP/PCC – monthly update,
- vi) Various - village newsletters – available from parish office
- vii) Meeting Place Communications – Harringtons Development
- viii) Healthwatch update
- ix) Citizens Advice Bureau – update and thanks
- x) MyVision Oxfordshire – thank you letter

141. ITEMS FOR INFORMATION

Cllrs supported the idea posed by Cllr Sercombe for a festive get together. Cllr Shepherd would investigate availability at New Club, or another venue that may be available at 8pm on Wednesday 14th December after Planning Committee. This event would be funded by individuals and would not be funded by the council.

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

143. TO ACCEPT RESIGNATION OF GROUNDS MAINTENANCE OPERATIVE AND TO AGREE RECRUITMENT PROCESS TO FILL THE VACANCY. The council acknowledged and accepted the resignation and approved the clerk's recommendation for recruitment. Staffing committee members would consider and confirm who will sit on the interview panel.

Date of next meeting Monday 5th December 2022