

WHEATLEY PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 7th NOVEMBER 2016 IN THE MERRY BELLS HALL AT 7.30PM

Councillors A. Davies: (Chairman), P Gregory, R Bell, P Bignell, R Reilly, T Davies , S Coleridge, A Walkey, P Hood, J Carr, G Stephens, P Willmott, I Roberts & T Newman

Officer: The clerk - Gareth Morris

Also present: County Councillor Anne Purse and 10 members of the public

As Cllr Stephens had resigned as Chairman of the Council, Cllr A Davies, as Vice-Chairman, took the Chair for the first item

The Chairman pointed out that the meeting was being video recorded by Oxford Brooks University.

72. ELECTION OF CHAIRMAN

The following Councillors were proposed:

Cllr T Newman – proposed by Cllr Bignell and seconded by Cllr Hood

Cllr Hood – proposed Cllr Carr and seconded by Cllr Reilly

Cllr A Davies – proposed by Cllr Roberts and seconded by Cllr Bell

It was suggested by Cllr Roberts that each proposer should say a few words about the person they had nominated. This was done

It was requested that in accordance with Standing Order 12 a signed ballot be held

The result was as follows:

Cllr Newman – 4 votes

Cllr Hood – 3 votes

Cllr A Davies – 7 votes

The clerk ruled that as no candidate had received an absolute majority of those voting a second vote be held with the last placed candidate dropping (Standing order 40)

The result of the second ballot was as follows:

Cllr Newman – 6 votes

Cllr A Davies – 8 votes

Cllr A Davies was duly elected Chairman of the Council

73. APOLOGIES FOR ABSENCE had been received from Cllr Harding

74. DECLARATIONS OF INTEREST

Cllrs Willmott and A Davies as members of the Playing Field Trust

Cllr Coleridge as representative of the John Watson School

75. ELECTION OF VICE-CHAIRMAN (If necessary)

The following Councillors were proposed:

Cllr Stephens – proposed by Cllr Bell and seconded by Cllr Roberts

Cllr Hood – Proposed by Cllr Carr and seconded by Cllr Newman

Cllr Newman – proposed by Cllr Stephens and seconded by Cllr Hood

It was again agreed that the vote be held by a signed ballot.

The result was as follows:

Cllr Stephens - 6 votes

Cllr Hood - 4 votes

Cllr Newman – 3 votes

Cllr Stephens was duly declared elected as Vice-Chairman

76. TO AGREE NEW COMPOSITION OF COMMITTEES It was not necessary to change the membership

77. MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 5TH SEPTEMBER 2016 were signed as correct and accurate record.

78. UPDATE OF THE PARISH COUNCIL MEETING HELD ON 5TH SEPTEMBER 2016

- i) Minute 55(i) - Village Green Application – The County had now closed the file on our application. Cllr Willmott reported that the group set up between the Parish Council and the Primary School was meeting for the first time later in the week.
- ii) Minute 55(ii) – Vehicle Activated Signs – According to MDMessageMaker they were waiting for the screens to be ready so that they could install the poles and the screens on the same visit.
- iii) Minute 55(iii) – rock fall in Church Road Recreation Ground. Still awaiting the consultant's report
- iv) Minute 55(iv) – Review of the Parish Council's Standing Orders. The Standing orders working Group had met on three occasion and it was hoped that the new Standing orders would be available for the March Parish Council meeting
- v) Minute 55 (v) - TVP Day of Action. It was agreed that this had been a success
- vi) Minute 55(vi) – The future of the Railway Public House. The deadline for bids was later this week
- vii) Minute 59 – The bench in the Memorial Gardens had been installed

79. MINUTES OF THE EXTRA ORDINARY MEETING OF THE PARISH COUNCIL HELD MONDAY 17TH OCTOBER

There was a debate and disagreement on whether the minutes did reflect what had been said at the meeting.

Cllr Stephens proposed and Cllr Hood seconded that the Council accept the minutes as they are and move on to the next business.

The clerk said that it was the custom that council minutes should record resolutions and decisions not record individual speeches nor be a verbatim record. This received support from some councillors.

Cllr Bell proposed and Cllr Hood seconded that the minutes as published be accepted. This was **Agreed**

It was agreed to take item 15 (Maple Tree Children's Centre)

80. TO CONSIDER THE BUSINESS PLAN OF THE MAPLE TREE CHILDREN'S CENTRE

- i.) To discuss the business plan with the Friends of the Maple Tree Children's Centre. A copy of the Business Plan had been sent to all councillors. A representative of the Maple Tree Centre spoke in favour of the Business Plan and the request for financial aid to the Parish Council
- ii.) To agree to financial support (to be determined) for inclusion in the budgeting process.
Cllr Newman proposed and Cllr Stephens seconded that the Parish Council commits to contributing at least £10,000 for the Children's Centre in the financial year 2017-2018.
This was **AGREED** unanimously

8.30pm – The Chairman declared the Council out of session and asked for contributions from the floor

County Council Anne Purse – said the supporting the Children's Centre the village gains a quality venue.

She urged residents to go on to the OCC online consultation on Adult Social Care Pavements – hoping to get a dropped kerb on Farm Close Road. The County would pay what it would cost to repair but the Parish would have to make up the rest to convert it into a dropped kerb.

The County Council had been cutting back the vegetation along London Road towards ASDA.

The Postmaster asked if the County Councillor could help in getting the disabled parking space from in front of post office westwards along the High Street so that it would be nearer where the new post office would be.

Roger Bettess on behalf of the Wheatley Flood Group. The grid at the end of the Ambrose Rise stream needed clearing.

There had been flooding from an overflowing inspection cover by Plastows. The responsibility for repair was complicated, was it Plastows, or OCC or Thames Water, and had not been decided yet.

District Councillor Toby Newman – The District Council Planning Committee - is meeting 2 to 3 times a month because of the number of planning applications being received. Taylor Wimpey had started to reduce the height of the wall along its boundary on London Road but SODC had told them that if they wished to do this they would have to make planning application. Holton PC had applied to get the wall listed but it had not been granted. All SODC car parks adopting a new mobile phone payment system. A request for SODC to adopt the unmet housing need of Oxford City had been refused. Recycling – no black sacks allowed in recycling bins. Clear bags are allowed.

8.56pm – the Chairman declared the Council back in session

81. UPDATE FROM THE MINUTES OF THE EXTRA ORDINARY MEETING HELD ON 17TH OCTOBER

The lease had been sent to the Parish Council with a request for it to be tidied up and sent to the Trust's solicitors.

A copy of Conveyance had been found which probably means that the Land Registry will not give us full title. The clerk had arranged for a formal valuation of the land to be made for sending off to the Land Registry at a cost of £500.

82. THE MINUTES of the meetings of the Planning Committee held on the following dates were received

- i) Wednesday 14TH September 2016 – circulated previously
- ii) Wednesday 12th October 2016 – circulated previously

83. THE MINUTES of the meetings of the F&GP Committee held on the following dates were received:

- i) Monday 19th September 2016 – circulated previously
- ii) Monday 24th October 2016 – circulated with this Agenda

84. TO RECEIVE A REPORT FROM THE HIGH STREET ADVISORY COMMITTEE

A report had been sent out to all councillors

85. TO RECEIVE AND NOTE THE REPORT OF THE EXTERNAL AUDITOR ON THE 2015-2016 ACCOUNTS

The external auditor had signed and returned the 2015-2016 Annual Return saying that nothing had come to his attention that all accounting regulations and procedures had not been adhered to.

Cllr T Davies proposed and Cllr Willmott seconded that the council note and receive the External Auditor's report. This was **AGREED** unanimously

86. TO AGREE TO APPOINT MR PHILLIP HOOD AS THE INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2016-17 AND SIGN HIS LETTER OF ENGAGEMENT.

Mr Hood's letter of engagement had been circulated to all councillors.

Cllr Willmott proposed and Cllr Reilly seconded that Mr P Hood be appointed the Parish Council's Internal Auditor and that his Letter of Engagement be signed. This was **AGREED** unanimously

87. TO CONSIDER MATTERS RELATING TO THE WHEATLEY PLAYING FIELD TRUST

- i) A report from Mr P Willmott, Chairman of the Wheatley Playing Field Trust had been circulated to all councillors.

- ii) Mr Willmott would like to propose the formation of a sub-committee to look into what works need to be done by the PC on the field and pavilions
A Health and Safety Report and a Fire Assessment Report had been undertaken earlier in the year. A number of issues had arisen so he felt that joint group be set up to address these issues,

Cllr Willmott proposed and Cllr Stephens seconded that this group be set up. This was **AGREED**. Cllrs Newman, Bell and Walkey agreed to serve on the sub group. The clerk pointed out that the group could ask non-councillors to serve for example Adrian Shepherd, an ex-groundsman had offered his services.

- iii) To confirm that following agreement to release the lease to the two parties' solicitors, the remit of the working group had been completed and the working group disbanded. This was confirmed.

88. TO CONSIDER THE PROGRESS OF THE NEIGHBOURHOOD PLAN

John Fox spoke to his report. The breakdown of the surveys had been put on the Neighbourhood Plan website.

There had been 35% & 36% response to the surveys.

Nationally Neighbourhood Plans had become protectionist and anti-housing.

For a number of years the air quality of the High Street had been monitored.

The group is looking to take on a professional planning advisor to go through the next stage before writing. This has been budgeted for.

It was agreed that this would be a good time to hear a report from the councillors who had attended a meeting at Brookes with the Brookes' officers.

In 2017 half the courses would move from the site and in 2021 the remaining courses would move and the site would shut. The whole site had been put up for sale and tenders would be sought in 2017. Half the site would be developed before 2021. They intend to sell with planning permission. Change of use would be sought with 600 houses planned, though other uses eg education and a football club.

89. TO CONSIDER THE RECRUITMENT PROCESS FOR A NEW PARISH CLERK AND RESPONSIBLE FINANCIAL OFFICER

The staffing committee had met for the first time the previous week. Members of the committee had contacted neighbouring councils with a view to visiting them to see their councils were organised and to look at other job description etc.

90. A PROPOSAL FROM CLLR STEPHENS

"That this council takes every available future opportunity to facilitate a non-vehicular, East- West, 'green route' through the village, in part or in whole, ultimately connecting with the Primary Academy."

This was proposed by Cllr Stephens and seconded by Cllr Willmott. This was **AGREED** nem con

91. REPORTS FROM OUTSIDE BODIES

- i) The Merry Bells Management Committee – were considering further refurbishment
- ii) The Howe Trust – was working on closer links with the Allotment Association
- iii) Thames Valley Police –see minute 78(v)
- iv) Brookes University Resident Associations' meeting – the next meeting was to be held in a couple of days' time. The Chairman said she might be able to attend.
- v) Wheatley Windmill – there was sufficient monies to cut the new timber for the sails. However there were still many costs to cover e.g. hire of a crane.
- vi) Meeting with Brookes University re future of the Wheatley campus.- nothing
- vii) SODC Town and Parish Forum – Cllrs Bell and Stephens had been able to attend
There was nothing particularly new to report,

92. CALENDAR OF MEETINGS - Noted

- i) Planning Committee - Wednesday 9th November 2016 – 7.30-pm
- ii) F&GP Committee - Monday 21st November 2016 – 7.30pm
- iii) Planning Committee – Wednesday 14th December 2016 – 7.30pm
- iv) F&GP Committee – Monday 19th December 2016 – 7.30pm
- v) Parish Council Meeting – Monday 9th January 2017 - 7.30 pm
- vi) Planning Committee – Wednesday 11th January 2017 – 7.30pm
- vii) F&GP Committee – Monday 23rd January 2017 – 7.30pm

92. ITEMS FOR INFORMATION

The clerk reported the following items for information:

- Bollards outside No 82 High Street –OCC had asked if the parish Council had any objections to bollards being installed for safety reasons – **No objections**
- Letter from Royal British Legion re details for Remembrance Day and Remembrance Sunday
- Closure of Holloway Road South – 13th November for one day
- The village Christmas Tree switch on would take place on Friday 2nd December during the High Street traders' Christmas Fayre

Meeting closed at 10.00pm