

# WHEATLEY PARISH COUNCIL

## **MINUTES OF WHEATLEY PARISH COUNCIL ANNUAL GENERAL MEETING 2016**

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

Officers: The clerk - Gareth Morris

Also present: 4 members of the public

### **1 ELECTION of Chairman for 2016 – 17 and Acceptance of Office**

The Chairman welcomed everyone to the meeting and called for nominations for Chairman of the council.

Cllr G Stephens - proposed by Cllr Bell and seconded by Cllr Reilly  
Cllr A Davies – proposed by Cllr Roberts and seconded by Cllr Newman  
Cllr P Gregory – proposed by Cllr Hood and seconded by Cllr Bignell

The retiring vice-chairman, Cllr Carr, took the chair for the election.

Result: Cllr Stephens 6 votes; Cllr A Davies 4 votes; Cllr Gregory 4 votes

Cllr Stephens was duly elected and re-took the chair and signed the Office of Acceptance.

### **2 APOLOGIES FOR ABSENCE** had been received from Cllr Harding

### **3 ELECTION of Vice-chairman – the called for nominations for Vice-Chairman**

Cllr J Carr – proposed by Cllr Newman and seconded by Cllr Reilly  
Cllr P Hood – proposed by Cllr T Davies and proposed by Cllr Bignell  
Cllr A Davies – proposed by Cllr Bell and seconded by Cllr Willmott

Result: Cllr Carr – 4 votes; Cllr Hood – 4; votes; Cllr A Davies – 5 votes

Cllr A Davies was duly elected

### **4. FORMAL ADOPTION OF STANDING ORDERS (INCLUDING CODE OF CONDUCT)**

Cllr Hood proposed and Cllr Reilly seconded that the Standing order5s be adopted. This was **Agreed**.

**6. APPOINTMENT of Committees;**

**a) Standing Committees**

**i) Finance & General Purposes Membership**

Cllrs Coleridge, T Davies, Gregory, Hood, Reilly, Newman, Willmott & Carr

**ii) Planning Committee Membership**

Cllrs Bell, Walkey, Bignell, Roberts & Harding

The chairman and vice-chairman are ex-officio members of ALL committees

**b) Advisory Committees and Working Groups**

**i) Traffic and Roads Advisory Committee (TRAC)**

Cllrs T Davies, Gregory, Reilly, Harding & Mr D Lamont.

**ii) Recreation Areas Working Group**

Cllrs Bell, Hood, Coleridge & Walkey

**7. CONFIRMATION of representatives to outside bodies:**

**i Merry Bells Management Committee;** Cllr P Hood

**ii Oxfordshire Association of Local Councils;** Cllrs Janet Carr. & Roger Bell

**iii Wheatley Playing Field Trust::** Mr D Lamont (until 2020), Cllr A Davies (until 2020), Paul Willmott (2018)

**iv Howe Trust;** Cllr Paul Gregory & Cllr Newman

**v Wheatley Charities;** Mr Mike Lancashire (to 2017), and Mr Graham Colverson (until 2019)

**vi Public Transport Representative:** Cllr T Davies

**vii Wheatley Windmill Preservation Society;** Cllr G Stephens

**viii. Wheatley Nursery School & John Watson Federation:** Cllr Sarah Coleridge

**ix). Neighbourhood Action Group –** Cllr A Davies

**FIRST STATUTORY MEETING OF WHEATLEY PARISH COUNCIL  
for the council year 2016 – 17**

**8. APOLOGIES FOR ABSENCE** had been received Cllr Harding

**9. DECLARATIONS OF INTEREST**

Cllrs A Davis and Cllr Willmott declared an interest in item 14 as members of the Wheatley Playing Field Trust

**10. MINUTES** of the meeting of the **Parish Council of Monday 7<sup>th</sup> March**

**2016** circulated with this Agenda were signed as correct and accurate with the word 'Tax' being inserted after 'Council' in the first line of District Councillor Newman's report on page 38

**11. UPDATE** from the meeting held on Monday 7th March 2016

- i) **Minute 130(i)** – Village Green Application. In answer to a question from the clerk to the County Council on whether the file had been closed the County Council had replied that an internal meeting was to be held to decide further on the matter.

Cllr Willmott reported that the top half of the field is now impossible to gang mow. The cost is likely to be £200. The contractors had been told by the primary academy not to touch that top half.

Cllr Bell proposed and Cllr Hood seconded that the Parish Council pays for a cut of the grass on the land it proposes to take a lease on, Cllr Willmott proposed an amendment that the Parish Council waits until talks had been held between the Parish Council and the school/diocese. This was seconded by Cllr Hood. Cllr Bell agreed to withdraw his motion and supported the amendment. This was **Agreed**

- ii) **Minute 131** – Parish Council's application to register the Railway Public House as an asset of community value. The first application had been rejected as being incomplete. A second application had been made and it was being processed. .
- iii) **Minute 132** – TVP/Parish Council Day of Action – Inspector Harling had attended the Annual Parish Meeting to explain the idea of the Day of Action and had urged residents to get involved. The clerk hoped to have a date from Inspector Harling before the next newsletter went out.
- iv) **Minute 137** – Housing Development North of London Road – a turf cutting ceremony had been held and a picture would appear on the cover of the newsletter. It was likely that building would start in late summer.
- v) **Minute 138** – Maple Tree Children's Centre. A meeting between the Centre and OCC, which Cllr Newman would attend on 12<sup>th</sup> May. It looks likely that the Centre would receive funding from OCC until March 2017.
- vi) **Open Forum** – Vehicle Activated Signs. As a result of the letter from the whole of the F&GP Committee to Cllr Hudspath, the Leader of the County Council, the clerk had received a phone call 3 days later suggesting a meeting with Highway's officers to discuss locations etc.
- vii) **Minute 139** – Neighbourhood Plan Application – the clerk read out a brief report from the Mr John Fox, Chairman of the Group. An Open Day had taken place on 7<sup>th</sup> May where 107 people had attended.
- Mr Fox pointed out the development north of London Road would not count towards Wheatley's housing allocation nor would any house built on the Brookes site as it was in Holton.
- Some £2,000 had been spent so far but no money had been received as yet from SODC, though a budget had been submitted.

**12. THE MINUTES** of the meetings of the **Planning Committee held on the following dates were received:**

- i) **Wednesday 9<sup>th</sup> March 2016** – circulated previously
- ii) **Wednesday 13<sup>th</sup> April 2016** – circulated previously

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

- i) **Monday 21<sup>st</sup> March 2016** – circulated previously
- ii) **Monday 18<sup>th</sup> April 2016** - circulated with this Agenda

**8.34pm The Chairman declared the Council out of session and asked if there were any contributions from the floor.**

**Mr Doug Lamont** – stated that the signage and painting for the roundabout was poor leading to a number of near misses between vehicles.

**Mrs Sally Moorish** – the fencing erected by the Parish Council in Church Road Recreation Ground was not deterring children from going up the cliff. As a resident next to the cliff she was concerned that people do access the cliff from Gardiner Close unaware of the steep drop below.

**District Cllr Toby Newman** – drew the Parish Council's attention to his written report which had been circulated.

The 5 Oxfordshire District Councils and the two district councils outside of the Oxfordshire had commissioned a feasibility study

**8.43pm – The Chairman declared the Council back in session**

**14. TO CONSIDER MATTERS RELATING TO THE WHEATLEY PLAYING FIELD TRUST**

- i) to receive a report from the Playing Field Trust – Cllr Willmott report had been circulated with the Agenda.
- ii) to receive an update on the lease from the Parish Council to the Trust. Cllr Newman had written a report detailing where things were at the moment with the lease.
- iii) to receive an update on the various reports that had been commissioned  
A Buildings Survey, A Health and Safety Survey and A Fire Safety Survey had been undertaken.  
The Fire Safety Survey did recommend that fire extinguishers and cabinets be provided along with better signage. The cost of these would be £1,264 for the Parish Council to pay.
- iv) to consider the setting up of **“New Pavilion Development Advisory Committee”** – this is a new committee proposed by the F&GP sub group working on the lease for the Holton Sportsfield to be made up of councillors and members of the public. Cllr Newman proposed and Cllr Gregory seconded that this advisory committee be set up. This was **AGREED** unanimously. The composition of the committee should be two parish council representatives (Cllrs Newman and Gregory), two representatives of the Trust (Cllr Willmott and A Davies) and 4 other representing the community.

**15. TO CONSIDER THE DIFFERENT PROPOSALS ON LOCAL GOVERNMENT REORGANISATION IN OXFORDSHIRE**

Please see enclose papers from OALC, OCC and SODC  
These papers were noted.

**16. TO CONSIDER THE FOLLOWING RESOLUTION FROM CLLR BELL:**

**“To consider the procedure and format of the Annual Parish Meeting.**

**The good councillor's guide states that ‘there is no prescribed format’ but that it is a meeting of the electorate. At our recent APM the public had no opportunity to discuss or raise issues either from reports tabled or presented or about any other matters.”**

Following discussion Cllr Davies proposed and Cllr Hood seconded and it was **AGREED** that the chairman and vice chairman of the council should review the format and conduct of the Annual Parish Meeting.

**17. TO REPORT ON THE VILLAGE CELEBRATIONS FOR THE QUEEN'S 90<sup>TH</sup> BIRTHDAY**

- i) Street Closures – High Street and Bell Lane closed from 1.30pm to 12 midnight
- ii) Procession and Programme – Cllr T Davies went through the provisional programme of events from two pm until ten pm
- iii) Letter from the Parish Council to Her Majesty the Queen. Cllr Newman proposed and Cllr Reilly seconded that the letter be sent as amended, signed by the chairman

#### **18. TO REPORT ON THE ACTION TAKEN FOLLOWING THE RECENT ROCK FALL IN CHURCH ROAD RECREATION GROUND**

The clerk outlined what had happened so far. The consultant's initial report had recommended that fencing be erected which had been done. He had written again to the consultant for a further report.

The Chairman urged all councillors to visit the recreation ground he also drew attention to the trees on the cliff edge which had been allowed to grow extremely large

The Council agreed to await the consultant's further report.

#### **19. TO CONSIDER THE CONDITION OF ROAD SIGNS IN THE VILLAGE**

The chairman had had the idea that residents could adopt a road sign and say twice a year everybody would go and clean the sign. In answer to a question re liability the clerk replied that if a person was undertaking work for the parish council was covered by the Council's insurance proved the correct PPE was worn.

The Chairman asked would councillors support him if he put a piece in the newsletter asking for volunteers. Generally the answer was 'yes'. Cllr Newman said he would ask the Army Cadet Force if they could help.

#### **20. TO CONSIDER THE LOCATION OF A NEW CEMETERY FOR THE VILLAGE**

Cllr Carr reported that having spoken to Reverend Hawkes that the need for a new cemetery would get desperate quite soon. She felt that the decision could not wait for the Neighbourhood Plan group to get around to talk about it.

Cllr Carr proposed and Cllr Hood seconded that a small group of councillors be deputed to meet the vicar. This was **AGREED**. Cllrs Walkey, Hood, Newman and Carr would make up the group.

The clerk reminded the council that the Parish Council did not have a 'duty' to provide a cemetery.

#### **21. CALENDAR OF MEETINGS. - NOTED**

- i) Planning Committee – Wednesday 11th May 2016 – 7.30pm
- ii) F&GP Meeting 23<sup>rd</sup> May 2016 - 7.30pm
- iii) Planning Committee - Wednesday 8<sup>th</sup> June 2016 - 7.30pm
- iv) F&GP Committee – Monday 20<sup>th</sup> June 2016 – 7.30pm
- v) Traffic and Roads Advisory Committee - tba
- vi) Parish Council Meeting – Monday 4<sup>th</sup> July 2016– 7.30 pm
- vii) CPRE (Oxon Branch) - 2.30pm on Saturday 2 July at Filkins Village Hall
- viii) OALC AGM –Monday 4<sup>th</sup> July 2016 – 7.30pm – venue tbc
- ix) SODC Summer Town and Parish Forum – Tuesday 12<sup>th</sup> July 6.00pm to 9.00pm at the Cornerstone Arts Centre. The Chairman and Vice-Chairman to attend.

## **22. ITEMS FOR INFORMATION**

- The Merry Bells Management Committee – work is progressing well outside and the scaffolding should be down by 11<sup>th</sup> June
- The Howe Trust – a lot of work had been done on maintenance over the winter improving the footpaths and planting of trees donated by the Woodland Trust. The finances were healthy and a donation had been made to the John Watson Nursery School for specialist equipment
- Thames Valley Police – a report had been tabled
- Wheatley Windmill Preservation Society – the ‘bolter’ had been restored and could now be operated by hand, the mill would be dressed for the Queen’s Birthday. Frequent fund raising visits had been held
- Flood Group meeting – still no agreement on where the holding pond might be located at the west end of the village. Shotover Estate had offered a piece of land but this area was not acceptable to SODC. Assurances had been given that the money from SODC would be held over in to the next financial year. Still holding meetings with the Environment Agency concerning the discharge of sewerage from the pumping station into the stream
- Neighbourhood Action Group – Cllr A Davies would have to give her apologies to the next NAG meeting and wondered if another councillor could attend in her place.
- Cllr Davies (Transport Representative) reported that the bus stop on London Road for the 275 Red Rose bus to High Wycombe may have to be relocated because of the London Road development.
- Cllr Davies requested that the Council’s procedures be placed on the next Parish Council Agenda
- Cllr Hood reported that Church Road Recreation ground was looking a little bit rundown. Could the F&GP look at this?
- Cllr Gregory said that Councillors should be aware that a summer ball would be held on the Holton Playing Field on 21<sup>st</sup> May

**The meeting closed at 9.40pm**