

# Wheatley Parish Council Meeting Minutes

## 1<sup>st</sup> April 2019

**Present:** Cllrs Bell (RB), A Cooper (AC), P Gregory (PG), R Harding (RH), P Hood (PHo), P Harrison (PH), D Lamont (DL), (Chair), A Sercombe (AS), Lizzie Tully (LT), P Willmott (PW).

**Officer:** Michelle Legg, Clerk to the Parish Council (Clerk)      **Members of Public:** 5

### No      Item

Cllr Lamont thanked councillors for their work and he hopes that the council can continue to build on this in the next council year.

**181. APOLOGIES FOR ABSENCE** – Cllr Bignell, Newman

**182. DECLARATIONS OF INTEREST** – Cllr Lamont, Wheatley Playing Field Trust.  
Cllr Willmott, Wheatley Playing Field Trust and Wheatley Rugby Club

**183. MINUTES** from Parish Council EGM on Monday 18<sup>th</sup> March were signed as a true record of the meeting.

**ACTIONS** from meetings in March (4<sup>th</sup> and 18<sup>th</sup>) were addressed:

**Minute 166** is still outstanding and Chair to contact Taylor Wimpey.

**184. TO RECEIVE AN UPDATE FROM WHEATLEY NEIGHBOURHOOD PLAN**

Consultation dates had changed due to purdah. Information had been included in newsletter. Consultation posters will go up nearer the consultation period which starts on 7<sup>th</sup> May.

**185. TO RECEIVE AN UPDATE REGARDING OXFORD CAMBRIDGE EXPRESSWAY**

Reports being submitted against the expressway. Cllr Harding has also attended No Expressway Alliance conference.

Cllr Bell asked whether the posters would be taken down so not to contravene planning.

**186. TO DISCUSS RESPONSE TO OXFORDSHIRE 2050 CONSULTATION**

Parish council responses were submitted to two sections of the consultation.

Government has published further documentation on the 'arc' and how they may implement this.

**187. TO RECEIVE UPDATE ON BURIAL GROUND PROJECT AND DEVELOPMENTS**

Some councillors met with members of the Windmill Preservation Society to discuss potential joint project for burial ground and purchase of the windmill on Windmill Lane.

Councillors wanted further research to be carried out before reaching a decision and a formal proposal at the next meeting and consideration given to Howe Trust Land.

**Public session at 20:03**

### **Cllr Bearder**

Spoke about two motions being considered at OCC (Emergency Climate Change and Challenge to Ox Cambridge Expressway)

Cllr Bell raised issue of pot holes in Station, which are recorded as a category 3 and will be repaired as funds become available and not necessarily when the pedestrian crossing is installed.

Cllr Harrison asked for further information about OCC action against Ash dieback.

### **Adrian Shepherd – New Club**

Confirmed that the New Club had amended their proposed extended hours to midnight, rather than 1am. They also confirmed that air conditioning will be installed.

He confirmed that the club supported parents using the car park during drop off and collection times.

### **188. TO RECEIVE AND UPDATE FROM THE CLERK**

- i) Parish Council elections – reminder of key dates and deadlines  
26 March Publication of Notice of Election & Nominations Open. Purdah begins  
3 April (4pm) Deadline for receipt of nomination papers – suggest hand delivery  
4 April deadline for publication of Statement of Persons nominated  
2 May District Council elections and parish elections if 16 or more nominations received  
7 May current councillors retire and new councillors take office  
4 nomination packs circulated to non-serving councillors  
Posters and social media posts have been posted to raise awareness.  
Feature in newsletter and website links to all necessary information and forms
- ii) Oxfordshire 2050 - parish council response uploaded to consultation portal
- iii) Farm Close Road Play Area – consultation results shared in newsletter and more meetings to take place with play equipment companies
- iv) Newsletter – following on from a variety of comments Cllr Lamont and Clerk met with editor and have made improvements to the new format. Adverts are still grouped but in smaller sections spread throughout the newsletter. There has been room in the latest edition to reinstate the noticeboard.  
The latest edition was printed by Oxuniprint, which has resulted in a saving to the council.  
Thanks to the persistent chasing of outstanding debtors we only have 2 unpaid invoices for this editor, which includes one long standing debtor, that despite various phone calls, emails and letters their invoice has remained unpaid. The advertiser has been removed from all future editions and the Clerk now requests permission to recover the debt through the small claims court.. This was proposed by Cllr Hood, seconded by Cllr Lamont and all agreed. **Clerk to instigate a claim through small claims court**
- v) Burial Ground – covered earlier in meeting
- vi) New Parish Council Website – work has been going on behind the current website to create a more responsive website. It is hoped that this will go live in early April.
- vii) Lock up repairs – Clerk has begun to complete the paperwork but has had difficulty in locating the council's certificate of ownership, but will contact land registry.

### **189. TO APPROVE TO STANDING ORDERS & FINANCIAL REGULATIONS FOR 2019/20**

Clerk has circulated updated standing orders and financial regulations for approval.

These were proposed by Cllr Lamont proposed, seconded by Cllr Wilmott, this was agreed by the majority of councillors with 1 abstention.

**Clerk to circulate approved copies**

**Clerk**

- 190. TO CONSIDER REQUEST FOR A TREE SURVEY AT WHEATLEY PAVILION**  
This is one of the outstanding issues surrounding the planning application for the new pavilion. The clerk had received a quote for the work. It was proposed by Cllr Hood and seconded by Cllr Sercombe that this be approved. All councillors agreed. **Cllr Willmott will contact contractor.** **PW**
- 191. TO RECEIVE AN UPDATE ON VILLAGE SQUARE AND PROPOSAL TO IMPLEMENT DISABLED PARKING BAYS WITHOUT PERMISSION.**  
To date the council has not received a response from SODC or to the letter sent to Chief Executive. Given the length of time given Cllr Lamont proposed, seconded by Cllr Willmott that the council go ahead and install two disabled bays. This was agreed by councillors.
- 192. TO RECEIVE AN UPDATE FOR THE 2019 ANNUAL PARISH MEETING**  
Taking place on Thursday 16<sup>th</sup> May in Merry Bells. Information has been shared with village in the newsletter and Clerk has circulated invites to usual organisations resulting in three confirmations. Cllr Street will be giving a talk on used bank notes.  
**Posters will be displayed in coming weeks** **Clerk**
- 193. TO RECEIVE AN UPDATE ON GREAT SPRING CLEAN 5-7 APRIL**  
Equipment is being dropped off on Wednesday and councillors have signed up to help with sessions. **ALL**
- 194. TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM**
- i) Open Spaces Committee – minutes circulated next meeting 20<sup>th</sup> May
  - ii) Finance Committee – next meeting 15<sup>th</sup> April
  - iii) Planning Committee – minutes circulated, next meeting 10<sup>th</sup> April. Noted that application has been received for 7 Hillary Way
  - iv) Pavilion Working Group – 3 items are being looked at, including tree survey and showers/storage configuration.
  - v) Wheatley Play & Activity Day – next meeting planned for 30<sup>th</sup> April. OPA have submitted a grant application to the council for consideration by Finance Committee.
  - vi) Staffing Committee – met last week, appraisals signed off and agreed.
- 195. RECEIVE UPDATES/REPORTS FROM EXTERNAL BODIES**
- i) Merry Bells – next meeting 4<sup>th</sup> April. AGM is on 16<sup>th</sup> April which is a public meeting. Fire alarm tests continuing. Five representatives are nominated onto the committee. Thanks given to Phil for getting the bollard removed. Clerk asked for tables from Yemayas' kitchen are placed considerably outside the parish office and noticeboard
  - ii) OALC – update circulated previously by the Clerk. Cllr Bell highlighted the changes to Cllr addresses can be removed from voting papers.
  - iii) Wheatley Playing Field Trust - weedkilling will be carried out during the Easter holidays, ready for cricket season. Tennis and netball will be available later in April. Wheatley U14's have won their league. A mini session has also been available.
  - iv) Howe Trust – raised beds will be utilised by school children
  - v) Neighbourhood Action Group – Cllr Sercombe is keen for the group to be more active and will be attending the next meeting on 2<sup>nd</sup> April.
  - vi) The Maple Tree Centre – Children centre is aiming to increase fundraising and have change collection tins around the village. More community events will be taking place.
  - vii) Littleworth Playing Fields Working Group – report circulated by Cllr Willmott. Cllr Willmott proposed, seconded by Cllr Lamont that this is looked again in the new council year.
  - viii) Wheatley Charities – representatives to be confirmed at next parish council meeting

- vii) Oxford Brookes Residents Group – no update available as Cllr Bignell was not present.

**196. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION**

- i) Election Key Dates:
  - 26 March Publication of Notice of Election & Nominations Open. Purdah begins
  - 3 April (4pm) Deadline for receipt of nomination papers – suggest hand delivery
  - 4 April deadline for publication of Statement of Persons nominated
  - 7 May current councillors retire and new councillors take office
  - 11 nomination forms returned to SODC already.
- ii) Thoughts for next council year – objectives and priorities. Cllrs were asked to give this consideration for the coming council year.
- iii) Notification of Annual Return (AGAR) received from External Auditors.
- iv) The meeting was the last full council meeting that Cllr Bell would attend as a councillor. The chair praised and thanked Cllr Bell for 24 years of hard work, dedication and support for the parish council and the village.

**Meeting closed at 9pm**

**DATE OF NEXT MEETING 13<sup>TH</sup> MAY 2019**