

Wheatley Parish Council

Parish Council Meeting

Monday 2nd October 2017 in Merry Bells at 7.30pm

Present: Cllrs Bell (RB), Bignell (PB), A Davies (Chair) (AD), T Davies (TD), Kate Foster (KF), Harding (RH), Hood (PH), Lamont (DL), Newman (TN), Roberts (IR), P Willmott (PW)

Officer: Michelle Legg, Clerk to the Parish Council

Members of the Public: approx. 15

No	Item	Action
107.	APOLOGIES for Absence – Cllr Gregory	
108.	DECLARATIONS of Interest – Cllr Willmott Wheatley Playing Field Trust Cllr A Davies Wheatley Playing Field Trust Cllr Lamont Wheatley Playing Field Trust Cllr Roberts, 64 High St, Wheatley	
109.	MINUTES from previous meeting held on 4th September were agreed and signed by the chair as a true record of the meeting.	
110.	ACTIONS from previous meeting held on 4th September Cllr Bell updated to say that SOHA had responded curtly to the letter sent re Taylor Wimpey site.	
111.	TO ELECT A CHAIRMAN following Cllr A Davies resignation as chairman A nomination was received for Cllr Lamont, proposed by Cllr Willmott seconded by Cllr Harding. 9 votes received in favour. Cllr Lamont was duly elected as Chair and signed his acceptance of office	
112.	TO ELECT A VICE CHAIRMAN – following Cllr Stephens resignation The following nominations were received: Cllr Bell proposed by Cllr Lamont, seconded by Cllr Foster Cllr Willmott proposed by Cllr Harding and seconded by Cllr Newman. At this point Cllr Bell withdrew his nomination. 12 votes were in favour and 1 abstention. Cllr Willmott was elected as Vice Chairman and signed his acceptance of office. The Chair thanked Cllr A Davies for her work as Chair and the positive changes and improvements she has helped deliver. Cllr Hood proposed that the Chair writes to ex-Councillors Coleridge and Stephens thanking them for their commitment to the parish. Chair to action.	DL
	At this point Cllr Bell requested that the council look into utilising microphones. Members were asked to speak up and the public repositioned themselves closer to the council tables.	

113. TO CO-OPT TWO PARISH COUNCILLORS following the resignations of Cllrs Coleridge and Stephens.

Three members of the community attended the meeting wishing to put themselves forward as candidates. Philip Harrison, Andrew Cooper and Lizzie Tully. Each candidate addressed the council.

A secret ballot was taken. Philip Harrison received 8 votes, Andrew Cooper 5 and Lizzie Tully 9.

The chairman declared Lizzie Tully and Philip Harrison co-opted onto the council. They both signed the Acceptance of Office and took a place at the council table.

114. TO REVIEW APPOINTMENT OF COMMITTEE MEMBERS WITH RECENT APPOINTMENTS AND TO MAINTAIN QUORUMS

With recent resignations and co-options it was felt a review of the committee membership should be undertaken.

Cllr T Davies suggested that those with relevant skills should attend the relevant committees and to call on professional services for any gaps.

It was agreed that

Cllr Bell join the Finance Committee

Cllr Tully would join the Open Spaces Committee and be the representative to The Maple Tree Centre

Cllr Harrison would join the Planning Committee

Cllr Hood would move from Finance to Planning Committee

Cllr Newman would leave the Staffing Committee.

The Chair and Vice Chair would remain ex-officio member of all Standing Committees.

An updated list will be circulated and published by the Clerk

Clerk

The Clerk will meet with the new councillors to complete their induction.

Date TBA.

Clerk

115. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR KIRSTEN JOHNSON

Cllr Johnson provided a verbal update on her work and OCC meetings.

She continues to challenge the southern proposals for the Oxford/Cambridge Expressway.

She recently raised an motion on the bus service stating that OCC had that there is a duty of care to make sure everyone has access to buses

Details of the community grant were shared.

Cllr Johnson has been liaising with organisations on several other issues and shared information on the reinstatement of the hedge/gate installation at John Watson School.

She would also welcome a response from the parish council on the concerns over buses mounting the pavements on Church Road

The chair asked for clarification on where the electorate who raised the bus concern was a Wheatley resident. Cllr Johnson confirmed that they were not.

At 20.12 A resolution to suspend Standing Orders was proposed by Cllr Hood, seconded by Cllr Lamont and the chair declared the meeting out of session, inviting questions from the floor.

Mavis Ramsden re disabled parking

Raised concerns over the lack of disabled parking. Clerk provided an update on discussions with OCC on this topic. A meeting will take place with Clerk and OCC.

Ian Germain

Questions over the open spaces committee comments on the review of the High St Group and who would take on these roles.

Nominations would be sought and advertised through the newsletter, social media and posters.

Retailer groups had contacts for OCC and SODC which could be shared with the Clerk, although she has already arranged a meeting with an OCC Area Steward.

Mary Hall – High St Improvements

Thanked for progress being made on moving the project forward but understood that research needs to be made to identify the legal requirements.

The chair declared the meeting back in session at 20.32**116. TO APPOINT TRUSTEE TO WHEATLEY PLAYING FIELD TRUST**

A nomination was received for the Clerk given her previous experience. Proposed by Cllr Newman and seconded by Cllr Hood.

The Clerk accepted this role on behalf of the Parish Council.

117. TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR TOBY NEWMAN

Large amount of time has been given to the Local Plan, which is now out for consultation.

If approved by the inspectors it may be implemented in 12 months' time.

Some changes have been made which includes removing Miss Tom's Field and the development around ASDA from the Green Belt, which will support the land exchange at Littleworth.

New bin lorries have been added to the SODC Fleet.

Thame Leisure centre have undergone improvement works.

Cllr T Davies questioned Cllr Newman about the SODC reserves. Cllr Newman confirmed that a large majority of the funds are in long term investments, which cannot be accessed easily.

Cllr Roberts questioned Cllr Newman about planning for the Oxford/Cambridge Expressway. Cllr Newman clarified that this has not been included in the Local Plan.

118. TO RECEIVE AN UPDATE FROM THE CLERK

- i. purchase card has been received
 - ii. new signatories have completed their paperwork
 - iii. Gutter clearance has been agreed with OCC along selected roads.
 - iv. allotments site visit has been carried out and letters to plot holders, Also promoted the Howe vacant plot
 - v. OALC update circulated and a reminder for anyone wishing to attend training sessions
 - vi. Clerk started CiLCA training
 - vii. Tree works request submitted for church road – 6 week wait
 - viii. Tree work to Lime in Crown Rd carried out today
 - ix. Xmas tree ordered but need to resolve power issues for lights
 - x. new bollard ordered for village square
 - xi. quote received for Ambrose Rise lighting
- Cllr T Davies asked whether OCC Cllr Johnson could utilise some of their funds to help pay for the street lights.

- 120. TO RECEIVE AN UPDATE FROM PCSO DOLLERY AND CARPENTER**
None available although PSCO Dollery has been moved to rural crime group. Any police matters will be referred to the Thame station.
- 121. TO RECEIVE AN UPDATE FROM THE WHEATLEY NEIGHBOURHOOD PLAN**
An update had previously been circulated to members
- 122. TO RECEIVE AN UPDATE FROM THE MAPLE TREE CENTRE** – Anne Purse updated that Hayley has been appointed as the Centre Manager. Hayley introduced herself and shared a summary of the services they hope to offer.

Cllr Roberts asked for clarification that the payment to the Maple Tree Centre has been made. The Clerk clarified that this has been completed.

- 123. TO RECEIVE RECOMMENDATIONS FROM THE OPEN SPACES COMMITTEE (OSC) ON THE REVIEW OF THE HIGH STREET IMPROVEMENT REPORT**
Cllr Hood provided the committee with an update from the minutes.
Cllr Willmott felt disappointed that the recent reports from the HSIG could not offer one proposal.
Cllr Bell felt that the OSC should be the Councillors best placed to sit on the review group.
Cllr Davies agreed that there would never be a full agreement on the best way forward.
Cllr Lamont felt that the views from across all parties should be included and sought.
Cllr Davies asked that action dates should be added to the OSC minutes.
Cllr Hood proposed that the review panel be recruited, this was seconded by Cllr Bell. 12 votes in favour with 1 abstention.

Cllr Newman felt that the Parish Council meeting was duplicating the OSC meetings. The terms of reference for the OSC meant that decisions were to be taken to full Council for approval. This will be reviewed at the next OSC meeting.

Clerk to add this to the agenda

Clerk

- 124. TO RECEIVE AN UPDATE ON THE PARISH BURIAL GROUND**
The Clerk provided an update on a recent meeting with Rev'd Hawkes.
A full report will be submitted to full council in December.
- 125. TO RECEIVE AN UPDATE FROM PAVILION PROJECT WORKING GROUP** is meeting on Wed 4th October. The first quote has been received.

**Clerk,
PH,PG**

- 126. TO RECEIVE AN UPDATE FROM THE FLOOD STORAGE GROUP**
i.) Site meeting with stakeholders has taken place and slow progress is being made.

Cllr Roberts felt that progress was too slow and wanted to know what the issues were. Roger Bettess provided an update on the site locations for the holding ponds which have been an issue between SODC and Shotover estate.
The recent meeting has clarified the constraints with Shotover Estate.

The minutes will be forwarded by Cllr Davies for circulation.

AD

ii) The Flood group are still working with residents who are experiencing raw sewage discharges. The EA are reluctant to make contact with representatives.

Cllr T Davies asked whether the water is still being monitored. Roger Bettess confirmed this is still being undertaken.

- 127. TO RECEIVE AN UPDATE FROM WHEATLEY PLAYING FIELDS TRUST**
 Cllr Willmott provided a verbal update:
 Over the winter there will be usage 5 junior football teams and tennis coaching taking place after school
 Cllr Willmott had attended a recent LTA funding workshop where large amounts of funding is available. Another meeting takes place at Didcot, the clerk has already circulated this information.
 Meeting have taken place with NGBs and Sport England over the loss of sporting provision at OBU site.
- Parish Council has been sent an email from Robert Eden only today.
 Cllr A Davies proposed that a meeting is arranged with both solicitors, stakeholders and Clerk to resolve the final clause. After further discussions, this was seconded by Cllr Newman and to be carried out without delay. All voted in favour of the proposal
Clerk to organise a meeting with all parties and to circulate the clause. **Clerk**
- Cllr Bell questioned what impact the Horspath facilitates will have on the provision in the village. Cllr Newman stated that SODC are anticipating a reduction in usage in their own facilities.
- 128. TO APPROVE THE COUNCIL'S RETENTION POLICY – The Clerks document has previously been circulated.** Cllr T Davies proposed that the document is adopted. This was seconded by Cllr Hood and a vote was made with all in favour.
Clerk to implement **Clerk**
- 129. TO DISCUSS A RESPONSE TO SODC CONSULTATION ON THE REVISED DRAFT SECTION 106 PLANNING OBLIGATIONS, SUPPLEMENTARY PLANNING DOCUMENT (SPD) AND COMMUNITY INFRASTRUCTURE LEVY (CIL) REGULATION 123 LIST**
 Cllr Lamont asked for Cllr Newman to clarify the changes made by SODC. Cllr Newman confirmed that it is due to changes in responsibilities and clarity of the process, which addressed the clarification for the retirement accommodation.
 Cllr Lamont proposed that the parish council agreed the changes, this was seconded by Cllr Hood. All voted in favour.
- 130. RESOLUTION TO DISPOSE OF LAND ON THE CORNER OF ST MARY'S CLOSE**
 Cllr Hood commented that small pockets of land have been identified as incurring costs but have little value.
 Cllr Newman provided a legal update on this. The information led to Cllr Hood agreeing to look into this further.
Clerk to add this to the next OSC agenda **PH/ Clerk**
- 131. TO DISCUSS THE TAYLOR WIMPEY CONSULTATION EVENT**
 Cllr Newman provided an update on the land which is still within the Green Belt and is not in the Local Plan. Unless it is prepared as a rural exception site it will not be developed.
- 132. TO DISCUSS TRAFFIC/TRANSPORT CONCERNS IMPACTING THE VILLAGE**
 i) The Oxford-Cambridge Expressway, It was noted that Wheatley's support has been added to recent emails, but this is not the case. **Clerk to clarify with campaign group.** **Clerk**
 Cllr Hood proposed that we watch and wait and leave it as an agenda item
 Cllr Bell asked for the watch and wait.

ii) Church Road – It was felt that buses should still have access to Church Road. Cllr T Davies asked that travel data would be needed to help resolve the issue. Cllr Hood was in favour of collecting data to make the roads safer for school children.

Cllr Willmott confirmed that previous actions have been taken to investigate the issues, but no practical solution could be found.

Cllr Bell felt that enough surveys have been undertaken and traffic had not increased.

Cllr Newman confirmed that the bus companies were not open to changing bus routes.

Cllr Roberts commented that the U1 bus routes would reduce once the Brookes campus closes.

iii) Traffic monitoring – Clerk shared information on speed awareness signs for bins .

Cllr Newman proposed that the parish council purchase some of the stickers, Cllr Lamont seconded the proposal. All voted in favour.

Clerk

Clerk to purchase the stickers

133. TO AGREE TO APPOINT MR PHILIP HOOD AS OUR INTERNAL AUDITOR FOR

All voted in favour of appointing Mr Hood as our auditor for 2017-18.

Clerk to return the signed letter or appointment

Clerk

134. TO DISCUSS REPAIRS OR REMOVAL OF UNSAFE PLAY EQUIPMENT IN CULLUM ROAD REC

Clerk had circulated one quote, and is awaiting another quote for the immediate repair. The costs are expensive but the equipment is well used. It was agreed to arrange to fix the item. **Clerk to action**

Clerk

135. TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM

i) Open Spaces Committee –previously circulated and covered earlier in the meeting

ii) Finance Committee – next meeting on 16th October

iii) Planning Committee – previously circulated

136. TO RECEIVE UPDATES FROM EXTERNAL BODIES

i) Merry Bells Committee – Cllr Foster provided a brief summary of the previous meeting. Next meeting Thu 5th Oct. Long stay parking is a continuing issue, damp treatments works undertaken and accounts have been reviewed.

ii) The Howe Trust – Cllr Newman reported that they are financially healthy, additional horse will be grazing on the land, repairs being undertaken to equipment. Cllr Bell questioned the number of vacant allotments, the Clerk provided an update on the recent communication and social media posts promoting the vacancies.

iii) Wheatley Windmill Preservation Society – Cllr Foster informed the committee that the final open day in on Sunday

iv) Neighbourhood Action Group – the Clerk had previously circulated the minutes.

137. RESOLUTION TO EXCLUDE THE PUBLIC

Cllr Hood proposed that under Section 100A (4) of the Local Government Act 1972, the public be excluded on the grounds that it involves the likely disclosure of exempt information as defined in paragraph X of Part 1 of Schedule 12A to the Act, namely private contractual and employment matters. This was seconded by Cllr Lamont and all were in agreement.

138. TO RECEIVE AN UPDATE/MINUTES AND ACTIONS from the Staffing Committee, previously circulated and will be meeting on Wednesday.

139. CORRESPONDENCE

- i) New Homes Consultation
- ii) SODC grant deadline 19th Dec
- iii) Emergency Plan Clerk has responded but a reviewer would be appreciated. Cllr Hood agreed to take this on.
- iv) Christmas Fayre meeting. Cllr Hood agreed to attend alongside the Clerk.
- V Local Plan Consultation
- vi) Worminghall Neighbourhood Plan
- vii) LTA invite
- viii) Various newsletter and magazines including OALC

140. ITEMS FOR INFORMATION

- i. Received Cllr Carr's resignation the notice has been displayed and SODC informed
- ii. Only one authorised signature available to sign the cheques at the meeting. Options were discussed and it was decided that Standing Orders and Financial Regulations would be reviewed, in the meantime Cllr Gregory to be asked to sign the cheques as soon as possible.

The clerk to report this to the Finance Committee on 16th October.

Clerk

141. DATE OF NEXT MEETING – Monday 6th November