

# Wheatley Parish Council

## Parish Council Meeting

**Monday 4th September 2017 in Merry Bells at 7.30pm**

**Present:** Cllrs Bell (RB), Bignell (PB), Gregory (PG), Harding (RH), Hood (PH), Lamont (DL), Newman (TN), Roberts (IR), Stephens (Chair, GS)

**Officer:** Michelle Legg, Clerk to the Parish Council

Members of the Public: approx. 19

<b>No</b>	<b>Item</b>	<b>Action</b>
78.	<b>APOLOGIES for Absence</b> – Cllrs Carr, Coleridge, A Davies, T Davies, Foster, Willmott and County Councillor Johnson.	
79.	<b>DECLARATIONS of Interest</b> from Cllr Roberts for Item 10	
80.	<b>MINUTES from previous meeting held on Monday 3<sup>rd</sup> July</b> previously circulated were signed as a true reflection of the meeting.	
81.	<b>ACTIONS from previous meeting held on Monday 3<sup>rd</sup> July</b> <b>Mr Coopers letter</b> – had been circulated to councillors. Cllr Hood asked for this to be responded to outlining the current situation of the HSIG. <b>Clerk to reply.</b>	<b>Clerk</b>
82.	<b>TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM</b> i) Open Spaces Committee (OSC) – 17 <sup>th</sup> July and 8 <sup>th</sup> August 2017 previously circulated. Cllr Hood gave a review of the Extra Ordinary meeting in relation to the High St Improvements. ii) Finance Committee – next meeting on 16 <sup>th</sup> October. iii) Planning Committee – 12 <sup>th</sup> July and 23 <sup>rd</sup> August 2017, previously circulated. Cllr Bell commented on 79 High St. SODC supported the parish and refused the application.  <b>7.45pm The Chair declared the Council out of session and invited questions from the floor.</b>	
83.	<b>OPEN SESSION</b>  <b>MEMBER OF THE PUBLIC</b> Asked for the reference of toilet square to be changed. This will be looked at by the OSC. Congratulated the clerk for asking residents to clear their gutters and kerbs.  <b>MICHELE GREGORY - DISABLED PARKING</b> Asked that disabled parking be considered as a priority and to improve the number of dropped kerbs in the village. She also pointed out the extra space required each side of a vehicle to aid a disabled driver or passenger access to a vehicle.  <b>NEIL MACCORMACK - REPLACING THE DISABLED BAY IN HIGH ST. NEAR TO THE POST OFFICE</b> Clerk provided an update on her work with OCC and the current options of outside No 95 High St or Cinnamons.	

### **IAN GERMAIN – HIGH ST IMPROVEMENT**

Had already provided the Parish Council with his written concerns over the OSC recommendation for the High St Improvements, and raised his points:

**Point 1** – The timing of the EOGM of the OSC, which Cllr Hood confirmed Cllrs were summoned to and promoted in the usual way. He also wanted to know the reasons why they voted in favour of no parking.

**Point 2** – Cllr Roberts involvement in the High St improvement project and Open Spaces Committee. The Chair advised that it is the Councillor's decision whether they declare an interest or not. SODC have procedures in place to handle any complaints made.

**Point 3** – The traders felt that there was a lack of support for them.

Cllr Hood confirmed that there is support for the traders to apply for permits, but this would need to be instigated by the traders and to approach SODC. The Parish Council are working with OCC on reinstating a disabled bay and to look at the buildouts.

### **TRADER FROM HIGH ST - HIGH ST PARKING**

Felt that there is a parking issue on the High St and the parish council should be supporting the retailers and their businesses.

### **ANNETTE MACCORMACK**

Reminded all that the village is supporting many of the surrounding villages.

### **NEIL MACCORMACK**

The ATM is being well used and supports trade in the High St.

### **IAN GERMAIN**

In the draft Neighbourhood Plan it references Wheatley being a hub for surrounding villages. The chairman reminded the meeting that the draft Neighbourhood Plan was not yet adopted.

### **ROY GORDON - PARKING ENFORCEMENT**

Asked whether the parish council has investigated a controlled parking zones?

The chair has noted the suggestion but there was no finance or infrastructure in place to carry this out, nor any prospect of enforcement

Cllr Hood has been monitoring the number and parking spaces and length of time of cars are parked in the two main car parks.

### **MICHELE GREGORY**

Has noted that Wheatley roads are being used as park and rides, and posed the questions that outlying land could be used as a park and ride to free up other roads?

### **ROGER SIMMONDS**

Visits the village for its shops and friendly shop keepers but would not like it to be turned into a car park

### **ROGER BETTES**

Provided an update on the Flood Group and is working to set up one large meeting with all stakeholders.

### **IAN GERMAIN**

Local businesses employs 100 people, investment has been by business owners. Residents of the village do bring their cars into the village.

Cllr Hood asked why the number of 6 permits had been suggested. This was to support the businesses in the east end of the village.

Cllr Hood asked if the retailers would support a working/project group? Which

would be welcomed by the traders.

**Public session closed at 8.15pm**

**84. TO RECEIVE A RECOMMENDATION FROM OPEN SPACES COMMITTEE RELATING TO IMPROVING THE HIGH ST**

Cllr Bell confirmed the process that the OSC went through to make their recommendation.

He also confirmed that the Parish Council had made proposals for an enforcement scheme in 2013 but under the legislation it has to be district wide and this was not taken forward by SODC.

Cllr Lamont was keen to stress that the parish council are here for the benefit of the whole village. He felt that there were three individual proposals from three groups, rather than one workable proposal.

Cllr Roberts felt that detailed evidential information could have been collated to support individual proposals and he offered to share his parking data.

Cllr Newman supported Cllr Lamont's comments. He felt that further information and advice needs to be sought from planning, highways officer and conservation officer on whether any suggestions could be viable.

Permit scheme would need a change in policy, enforcement and ongoing income to cover the expenditure.

Shops and businesses should be supported to maintain the heart of the village. Planning at a parish and district council has challenged developments that could impact the problem.

Funding will need to be sought to fund the project. Highways are an OCC responsibility and they do not have the funding for major changes.

He felt that a park and ride would not bring any benefit to the village.

Cllr Newman confirmed that as part of the democratic process Councillors do not need to give reasons for their decisions.

Cllr Gregory felt that the OSC recommendation goes against the views of residents through recent consultation. He recommended that the information collected be reviewed by a fresh group.

He asked that the disabled parking issue is investigated further regardless of the acceptance of the recommendation.

Cllr Roberts confirmed at the first Parish Council Meeting that HISG report would go to the OSC, which is also open to the public.

Cllr Bell felt that the buildouts and the SODC car park were outside the remit of the OSC and should be discussed with Full Council.

Some enforcement has been undertaken by the PCSOs for obstruction not parking offences.

Cllr Lamont made a proposal, seconded by Cllr Bignell to reject the recommendation. A vote took place with 8 votes for the proposal with 1 abstention.

A further discussion took place in relation the next steps.

A proposal was made by Cllr Bell and seconded by Cllr Gregory that the parish council should form an advisory sub group to review the work already undertaken by the HSIG and to look at all the legal aspects of the report.

8 voted in favour with 1 abstention.

**85. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR KIRSTEN JOHNSON**

Cllr Johnson sent her apologies along with a written update, which has been circulated.

**86. TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR TOBY NEWMAN**

- Oxford to Cambridge expressway which will link A34 – M40.
- Planning – Local Plan continues, planning applications
- Public appeals – Tetsworth for a travellers site
- Plastic bags can be used in food recycling
- Crackdown on Council Tax discounts
- Grants scheme allocated £400,000

Cllr Roberts would like more detail on the Oxford to Cambridge expressway as he is unsure on how this will affect the village.

Cllr Newman will approach Cllr Johnson for OCCs view

Cllr Roberts also asked for SODCs view on Oxford Brookes. Cllr Newman will not have an opinion until it comes to SODC's planning Committee.

**TN**

**87. TO RECEIVE AN UPDATE FROM PCSO DOLLERY AND CARPENTER**

Both officers had sent their apologies as they has been sent to a call.

A report had been circulated prior to the meeting, highlighting the number of issues in the village.

Cllr Hood has approached PCSO Dollery to set up a neighbourhood watch scheme for Miller Rd, Leyshon Road area.

The Clerk also confirmed that they are also looking at a neighbourhood watch scheme for the High St. Anyone interested is advised to contact the PCSO team.

**ALL**

**88. TO RECEIVE AN UPDATE FROM THE WHEATLEY NEIGHBOURHOOD PLAN**

John Fox had provided a report which had been circulated with the Agenda. A second workshop with SODC will take place on 7<sup>th</sup> September, with the aim of writing a revised version.

SODC suggested that traffic and HGVs are not an issue for the Neighbourhood Plan and there needs to be realistic expectations on parking.

He made a suggestion that the parish council has a traffic focused committee who would work with OCC on traffic issues.

John asked for clarification on public consultation and subsequent allocation of CIL/S106 monies. Cllr Newman confirmed that SODC created the list with guidance from WPC.

The Clerk confirmed that SODC have a S106 officer. WPC would need to make a bid for the money to support its projects.

Research on the trees at the OBU site has shown additional trees of interest.

**89. TO RECEIVE AN UPDATE RELATING TO PARISH BURIAL GROUND AND AGREE A WAY FORWARD**

A report from Cllr Hood and Gregory had been circulated with the agenda and Cllr Gregory updated on the process so far.

The Clerk had also met with the city cemetery manager.

An additional site has been suggested by John Fox, which will need further investigation.

Cllr Lamont felt that we had a moral duty to investigate this and the work should be continued. One potential site highlighted may contain a cesspit.

Cllr Bignell suggested that WPC contact Haddenham, who have undergone the same process are going through this.

Cllr Bell made a proposal and seconded by Cllr Lamont that Cllrs Gregory and Hood continue their research. Vote carried with 7 votes in favour and 2 abstentions.

**Cllr Hood and Gregory to continue with the assistance of the Clerk.**

Roy Gordon informed the committee that there is a need for 0.4 hectares for a burial ground to support a new burial ground.

**PG,PH,  
Clerk**

- 90. TO DISCUSS WHEATLEY AT CHRISTMAS**  
 i) The Clerk reminded Councillors that there is a meeting with the High St traders regarding their Christmas event, planned for 1 Dec on Tuesday 19<sup>th</sup> September and called for councillors to think about how they would like to support the event. **ALL**  
 ii) Lights and baubles for Christmas tree – The Christmas tree will be ordered and installed by Bury Hook, however the Clerk felt new lights and baubles should be purchased. This was approved. **Clerk to purchase tree and decorations** **Clerk**
- 91. TO APPROVE SIGNING OF GRASS CUTTING AGREEMENT WITH OCC`**  
 Cllr Hood proposed the signing of the document and was approved by a vote of 8 in support, with 1 abstention. **Clerk to sign and return to OCC** **Clerk**
- 92. TO CONSIDER THE OPPORTUNITY OF THE SIBLINGS NURSERY BUILDING**  
 Cllr Hood advised the committee that Siblings has been closed down and suggested that the Parish Council investigate purchasing the building for office and community use. Cllr Bignell provided an update that the building/business has been sold.
- 93. TO RECEIVE A REPORT FROM INTERNAL AUDITOR** – previously circulated and duly received.
- 94. TO DISCUSS THE OXFORD-CAMBRIDGE EXPRESS WAY** emails previously circulated but Cllr Lamont asked for clarification on the potential routes. Cllr Newman provided an update.  
 The parish council have been invited to attend a collective of neighbouring parish councils. The chair has asked for the minutes to be sent and will be reviewed before a decision is made on WPC input.  
**Clerk to circulate and to be added on the agenda for the next meeting** **Clerk**
- 95. TO DISCUSS OUR TAYLOR WIMPEY EXCEPTION SITE**  
 Cllr Bell raised this issue as SOHA houses are being built after the Taylor Wimpey homes. Cllr Bignell clarified that Taylor Wimpey were allowed to build their homes first.  
 Cllr Bell proposed seconded by Cllr Gregory that SOHA are written to, to confirm they are accepting the terms of management company, Chamonix. A vote took place with 5 votes in favour and 4 abstentions. **Clerk/Cllr Bell to write the letter to SOHA** **Clerk/RB**
- 96. TO RECEIVE AN UPDATE FROM:**  
 i) Wheatley Playing Fields Trust - Cllr Wilmott's report was circulated with agenda. Cllr Bell wanted to clarify why the lease has not been signed. Cllr Lamont updated that there were revision to some clauses.  
 Cllr Gregory was concerned about the length of time and potential cost of the delays. Cllr Lamont shared Cllr Gregory's concerns. The parish council have not been contacted about these.  
 Cllr Newman will liaise with the Clerk to progress this with Robert Eden **TN/Clerk**  
 ii) Littleworth Playing Fields Group – their next meeting will take place later in September.  
 iii) Pavilion Working Group – 1 response received in parish office from a prospective contractor. Cllr Gregory asked for all sports to be taken into account.  
 iv) Flood Advisory Group – previously provided in public open session.
- 97. TO RECEIVE UPDATES FROM EXTERNAL BODIES**  
 i) Merry Bells Committee – no update provided. Cllr Foster had sent her apologies.  
 ii) The Howe Trust – Cllr Gregory reported healthy finances. Trustees meeting to take place the next day.

- iii) Wheatley Windmill Preservation Society –newsletter previously circulated and Cllr Stephens confirmed that the Windmill will be open on Sunday.
- iv) Neighbourhood Action Group – Cllr Newman confirmed that a meeting will take place 13<sup>th</sup> September.
- v) Wheatley Charities - no report provided
- vi) Maple Tree Centre – report previously circulated.
- vii) Oxford Brookes (Residents Group) – minutes circulated with agenda.

**98. SUSPENDING STANDING ORDERS**

Cllr Newman made a proposal, which was seconded by Cllr Hood to suspend standing orders and for the meeting to continue.

**99. TO CONSIDER THE FUTURE MAKE UP OF WHEATLEY PARISH COUNCIL**

The Clerk advised that it is anticipated that we will receive four councillor resignations in the coming weeks and whether there is an appetite to challenge the need for 15 parish councillors, which is in excess of the NALC guidelines. The procedure to reduce parish councillor numbers would involve a 9-12months process driven by SODC.

Cllr Lamont gave the evening's meeting as an example of community interest and focus with several councillors' absent.

Cllr Newman felt that debating and making a decision with 15 councillors is difficult but the role needs committed councillors to support the committees and work outside parish meetings.

A discussion took place how the parish council will attract new councillors and to fill the vacancies/roles.

**100. RESOLUTION TO EXCLUDE THE PUBLIC**

To propose 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.

**101. TO RECEIVE AN UPDATE/MINUTES AND ACTIONS** from the Staffing Committee, circulated with agenda and were discussed.

**102. TO DISCUSS LGPS DEFICIT PAYMENTS** – emails previously circulated by the Clerk. Cllr Newman proposed and seconded by Cllr Bell that the parish council continues to pay the deficit and keep the option of a LGPS open. Votes were cast with 5 in favour and 4 abstentions.

**103. TO RECEIVE AN UPDATE FROM THE CLERK**

i) Responses returned to External Auditor – **Cllr Newman to assist with final questions**

**TN/Clerk**

ii) Tree Survey for Church Rd Rec circulated and will be discussed at OSC 18th Sept. **Clerk continues to seek quotes**

**Clerk**

iii) Tree work carried out at Crown Rd, further work is required on limb over neighbouring properties

iv) Gulley's still awaiting a quote for external work. **Clerk to chase**

**Clerk**

v) Cheques to be signed by two authorised signatories before the end of the meeting

vii) Disabled Bay location in High St

viii) Office Improvements are still ongoing

ix) Vandalism – memorial bench fixed, trees awaiting inspection, wood ordered for bench repairs

x) General Data Protection Regulation – May 2018. Cllr Newman offered to assist the Clerk with this.

xi Fusion work in Memorial Garden has seen a great improvements.

**The Clerk to write and thank all involved.**

**Clerk**

- xii) Fix my street work planned in coming weeks
- xiii) Road closure planned
- xiv) Green waste clearing from "Toilet Square" and Memorial Garden

**104. CORRESPONDENCE**

- i) OALC July and August newsletters circulated
- ii) Mr Churchley – speeding along Beech Rd
- iii) Various newsletters available from parish office
- iv) General Data Protection Regulations May 2018
- v) Letter from John Howell MP
- vi) email from Sarah Howes re lighting in Ambrose Rise
- vii) Letter from Gurm re damage to his garage
- viii) email from re Green Belt Rally
- ix) grant aid applications from Victim Support and Bee free support.

**105 ITEMS FOR INFORMATION**

- i) Cllr Stephens will be resigning from the Parish Council

**106. DATE OF NEXT MEETING – Monday 2<sup>nd</sup> October**

**Meeting closed at 10.30pm**