



Wheatley Parish Council Meeting Minutes for Monday 5th June 2023

Present: R Barrett (RB), A Cooper (AC), P Gregory (PG), T Newman (TN), P Ramsdale (PR), A Sercombe (AS) (Chair), A Shepherd (ASh), L Tully (LT).

OCC Cllr Bearder arrived at 19:42.

Officer: Michelle Legg, Clerk to the Parish Council (Clerk)

Members of Public: 2

The meeting opened at 7.30pm and closed at 20.54pm

| 23-24 | Item | Action |
|--------------|---|---------------|
| 29. | APOLOGIES FOR ABSENCE – Cllr Willmott’s apologies were accepted and approved by the council. SODC Cllr Kantor had also sent her apologies. | |
| 30. | DECLARATIONS OF INTEREST – Cllr Ramsdale, Wheatley Playing Fields Trust, and Wheatley Rugby Club. | |
| 31. | TO CO-OPT TO FILL FOUR COUNCILLOR VACANCIES FOLLOWING UNCONTESTED ELECTION. R Street came forward as a co-option candidate. He was voted back onto the council. | |
| 32. | TO RECEIVE MINUTES from Parish Council meeting on Monday 15 th May 2023, were signed, by the chairman as a true record of the meeting. | |
| 33. | TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS from Parish Council meeting on Monday 15 th May 2023 – none. | |

Cllr Sercombe opened public session at 19:35

Resident – shared thoughts for Littleworth Field as part of Project Active. The Chairman gave a brief update of the project, with the local primary school, which is in its early stages. Consultation will take place soon to capture the views of the community.

Cllr Sercombe closed public session at 19:40

- 34. TO RECEIVE AN UPDATE FROM THE CLERK** and includes
- i) Consultation for footpath through Littleworth Allotments, meeting to be arranged.
 - ii) Insurance premium paid, although awaiting a response following amendments to asset register.
 - iii) Response to OBU planning application P23/1407(RM) submitted.
 - iv) Development at Acremead to be known as Fowlers Close
 - v) OWL purchase approval required – approved.
- 35. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR TIM BEARDER**
Following his attendance at the recent Brookes Development Working Group Cllr Bearder gave an update on responses for Oxford Brookes development application. Unfortunately, Cllr Bearder’s responses had not been submitted in time.

Cllr Street asked whether there was any information regarding the ransom strip on the OCC/RLT site. Cllr Bearder confirmed there were no updates on this matter.

SODC and OCC Cllr Grant schemes are now open.

Cllrs Bearder and Kantor have met with CIL officers and gave information on a new 'bidding' opportunity to access remaining CIL money. The criteria have yet to be confirmed.

Cllr Newman asked why traffic monitoring devices have been installed on Old London Rd – **Cllr Bearder will investigate.**

TB

Cllr Tully raised the issue of parking outside the Doctors and along London Rd, which are coming from the care home. It was discussed and suggested contacting Wheatley Park School to use the coach park.

36. **TO RECEIVE A REPORT FROM SODC DISTRICT COUNCILLOR CLLR ALEXANDRINE KANTOR** – no report as Cllr Kantor was not in attendance. WPC advised to contact Cllr Kantor with any issues.
37. **TO RECEIVE AN UPDATE FROM WHEATLEY NEIGHBOURHOOD PLAN COMMITTEE** – No representative was in attendance, however Cllr Sercombe gave an update on comments received from OBU developers, in response to the draft review. A response is being compiled, and contractors have been approached for their response to comments.
38. **TO RECEIVE INTERNAL AUDITORS REPORT** – noted and accepted.
39. **TO APPROVE THE ANNUAL GOVERNANCE STATEMENT**
i) to approve Section 1 of Annual Governance and Accountability Return - Council considered each point and approved their responses.
ii) to approve dates for exercise of elector's rights – approved
40. **TO APPROVE THE ANNUAL ACCOUNTING STATEMENTS**
i) to review and approve asset register – approved.
ii) to approve Section 2 of Annual Governance and Accountability Return – approved. Council approved the financial statements.
Chairman/Clerk to sign document(s). Clerk to submit to external auditors AS/Clerk
41. **TO APPROVE POLICIES & DOCUMENTS.**
i) to approve Strategic Plan for 2023-2024. The council approved the strategic plans objectives.
Lead councillors were appointed: Objective 1, Cllr Sercombe, Objective 2, Cllr Ramsdale, Objective 3, Cllr Newman.
There is still some work to carry out on the overarching document, which the council delegated to the **Chairman and the Clerk.**
Dates to be discussed and agreed between councillors. AS/Clerk
42. **TO RECEIVE A PROPOSAL FOR LOCAL PRODUCE AND CHRISTMAS FAIR EVENTS 2023-2024.** Council considered the report and approved the proposal for three markets per year, including taking on the Christmas Fair.
43. **TO RECEIVE UPDATE/MINUTES AND ACTIONS FROM**
i) Finance Committee – next meeting 19th June.
ii) Open Spaces Committee – minutes from meeting circulated. The last meeting was well attended by residents, mainly regarding the proposal for a permissive footpath through Littleworth allotments to Littleworth Nature Reserve. The committee agreed to carry out consultation with all parties.
Chairman and Clerk to meet to prepare consultation. AS/Clerk
iii) Planning Committee – next meeting 14th June.
iv) Staffing Committee – to be arranged.

- v) Communications Working Group – meeting to be arranged.
- vi) Holton Pavilion Project – Cllr Ramsdale gave an update regarding the funding feasibility tenders.
Company 3 were unable to reduce their costs, and Cllr Ramsdale has not received a response from Company 1.
- vii) Littleworth Playing Fields Working Group – meeting on 9th June.
- viii) Oxford Brookes Development Working Group – discussed responses to OBU application.
- ix) Traffic Working Group – Meeting planned for 5th July. '20 is plenty' will be in the agenda. High St parking options report is being delayed by OCC officers.
- x) Youth Club – consultation responses being collected. Howe Trust have shown willingness to help fund the project.
- xi) Youth Council – Now a strategic aim.

44. TO RECEIVE UPDATES/REPORTS FROM:

- i) Community Larder – celebrated their first anniversary and have moved to their temporary home at the URC, whilst work is undertaken at the church.
- ii) Good Neighbour Scheme – nothing to report.
- iii) Howe Trust – Council to formally appoint Cllrs Gregory and Sercombe as Parish Council appointed Trustees of Howe Trust – Approved.
Clerk asked for details on how OPA can apply for the funding.
- iv) Maple Tree Centre – report circulated. First grant payment made.
- v) Merry Bells Management Committee – AGM on 8th June 2023.
Clerk has reported some maintenance.
- xii) Oxford Brookes Residents Association Oxford Brookes Residents groups – meeting 21st June.
- vi) Thames Valley Police
- vii) Wheatley Charities – have opened their educational grants for 2023.
Communications have been shared.
- viii) Wheatley Playing Field Trust – repairs to lower pavilion, new bi-monthly meetings have been set up between the trust and WPC. Quotes are being sought.
- ix) Wheatley Refugee Support Group – updates circulated. Council approved, removing this from future agendas.
- x) Wheatley Windmill Preservation Trust – open day at the Manor raised over £500 for the trust. Pre-arranged groups have visited.

45. CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i) NALC – newsletters, workshops
- ii) OALC – May update circulated. Learning and development opportunities.
Confirmation that Christine Lalley will be retiring in June. Request for WPC to write and send a message to Christine before she retires.
Executive Committee membership opportunity.
- iii) OCC – various updates (unauthorised encampments)
- iv) Police and Crime Commissioner, bulletin
- v) SODC – various updates previously circulated (ping event in rec,
- vi) Shotover Preservation newsletter
- vii) Wheatley Daily info –. Resident confirmed that it is a community-based website. Council agreed for WPC to be listed.
- viii) Healthwatch update
- ix) CPRE – meeting invite

46. ITEMS FOR INFORMATION – none

47. TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING DUE TO THE PERSONAL AND CONFIDENTIAL NATURE OF BUSINESS TO BE TRANSACTED – Proposed by Cllr Newman and seconded by Cllr Gregory, approved.

- 48. TO APPROVE TERMS OF BUSINESS FOR BOOKKEEPING SERVICES – CLLR NEWMAN PROPOSED AND CLLR GREGORY SECONDED ACCEPTANCE OF THESE, COUNCIL APPROVED THESE UNANIMOUSLY - Approved**

DATE OF NEXT MEETING 3RD JULY 2023