



MINUTES OF THE ANNUAL MEETING OF WATLINGTON PARISH COUNCIL HELD IN THE COMMUNITY OFFICE AT 8PM ON TUESDAY 19th MAY 2015

The Meeting opened with Ian Hill presiding.

Present:

Councillors

Ian Hill (IH)
Matt Reid (MR)
Roger Beattie (RB)
Jeremy Bell (JB)
Tom Bindoff (TB)
Jane Bryant (JBt)
Rachel Huckvale (RH)
Terry Jackson (TJ)
Jon Lorimer (JL)
Jo Read (JR)
Bob West (BW)
Tony Williamson (TW)
Robin Wilson (RW)
Elizabeth Winton (EW)

Officer:

Kristina Tynan

County Councillor:

Steve Harrod

District Councillor:

Anna Badcock

Press:

David White – Henley Standard

Members of the Public:

11

67/15 Election of Chairman.

Tony Williamson proposed Ian Hill and Roger Beattie seconded. There were no other nominations.

Resolved: That Ian Hill be unanimously elected as Chairman.

68/15 Apologies for Absence.

There were none.

69/15 To receive the Chairman's declaration of acceptance of office.

Ian Hill signed the 'Declaration of Acceptance of Office' form.

70/15 Election of Vice-Chairman.

Tom Bindoff proposed Matt Reid and Jo Read seconded. There were no other nominations.

Resolved: That Matt Reid be unanimously elected as Vice-Chairman.

71/15 Declarations of Interest

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

Correspondence Letter No 131 –Thames Water Pumping Station – JL declared a prejudicial interest in

this item as he was part of the team putting in the security measures. He signed the 'Declaration of Interest' book and left the room for this item.

72/15 Public Questions

There were no public questions notified.

73/15 To appoint Statutory or Standing Committees:

A STRATEGY: Jeremy Bell, Roger Beattie, Tom Bindoff, Jane Bryant, Ian Hill, Rachel Huckvale, Terry Jackson, Jon Lorimer, Jo Read, Matt Reid, Tony Williamson, Robin Wilson, Elizabeth Winton

B PLANNING: Jeremy Bell, Terry Jackson, Jon Lorimer, Jo Read, Matt Reid, Bob West, Elizabeth Winton, Robin Wilson

C FINANCE: Roger Beattie, Tom Bindoff, Ian Hill, Matt Reid, Tony Williamson

D OPERATIONS: Roger Beattie, Jane Bryant, Tom Bindoff, Rachel Huckvale, Terry Jackson, Jon Lorimer, Ian Hill, Bob West, Tony Williamson, Elizabeth Winton

E ALLOTMENTS: Jo Read and Jane Bryant

F PAVILION AND SPORT FIELD: WPC Representatives: Roger Beattie, Ian Hill, Jon Lorimer, Elizabeth Winton.

G AFFORDABLE HOUSING COMMITTEE: Agreed to not have any members at present.

H NEIGHBOURHOOD PLAN CORE COMMITTEE

I NEIGHBOURHOOD PLAN STEERING GROUP

It was noted that no previous WPC Councillors who were on the NPCC are now on the Council. After discussion it was agreed that there is a special Full Council meeting to discuss where the Neighbourhood Plan (NP) is at present and the pros and cons of going forward or not with the NP. This meeting to be set up ASAP and before the next Full Council meeting on the 9th June 2015. It was agreed that we invite Pete Canavan (SODC) to attend this meeting. TB asked if we could invite the 3 ex-Councillors to elaborate on their press statement.

TB also asked that financial information be available prior to this meeting.

It was noted that we will need to have a document on this issue for the Annual Parish Meeting on the 9th July 2015

Regarding the NP Steering Group, JB asked about the status of the 3 non-councillor members. IH said that the membership of the Group needed to be agreed annually so they are no longer members of this group. However IH has spoken to 2 of them, 1 was ambivalent and 1 would have very specific questions before continuing.

It was noted that the first item of business when Committees first meet will be to elect a Chairman and Vice-Chairman.

74/15 Representatives to other Bodies:

1. **"Support Fund" and "The Watlington Public Charities" Trustees**

Mrs Nicholson to serve until May 2016 and Mr Barber to serve until May 2018.

2. **Watlington Education Foundation** – To appoint a Trustee

Tony Williamson had been elected in 2012 to serve until 2015. TW stated that this Foundation receives money from the Watlington Public Charities who have to divide their income into 3/8th for Recreational items, 3/8th to the Education Foundation and 2/8th to maintain St Leonards Church.

The Education Foundation has to use their share for educational benefit for those under 25. He went

on to say that Steve Harrod, our County Councillor is the Chairman with himself being Secretary and Treasurer to this time.

JR expressed an interest in being a trustee but noted that there was only 1 position available but stated that she would like to be involved in some way at some point with the Foundation.

Resolved: That Tony Williamson be appointed as a Trustee of the Watlington Education Foundation until May 2018.

3. **Friends of Watlington Library** – To appoint a representative.

Resolved: That Rachel Huckvale be appointed as our representative to FOWL.

4. **Watlington Youth Club Management Committee**—To appoint a representative

RB stated that he has been a Committee member for the last 15 years and that at present there are only 2 members remaining. Therefore there needs to be new members or the Youth Club may need to close down for good. The Youth Club will close on the 16/7/15 and will only re-open in September if a new Committee comes forward. There is an article on this in the Watlington Times. Meetings take place every 2 months. TW stated that for most of the 1990's there was no Youth Club but following on from the 'Suggestions for a better Watlington' exercise, 20 people came forward and formed a Committee to run a Youth Club which is a very important service. RB said that the Youth Club is mostly made up of 11 -14 years olds but should provide for up to 19 year olds. On a Tuesday evening an average number is 20 with Thursday evening attendance being much less as it provides for a more 'drop in' approach rather than having activities. The County Council two years ago withdrew all funding for youth activities in Oxfordshire. The Committee do have some resources and the ambition has been to have some sort of purpose built unit for the youth.

Resolved: That Jo Read be appointed at our representative to Watlington Youth Club

5. **Charlotte Coxe Advisory Body** – to appoint 2 representatives

Ian Hill and Tim Horton were appointed as representatives until May 2015

The Charlotte Coxe Trust was founded to look after the Library, the Library flat and the house next to the Library, 33 High Street.

IH said that the Charlotte Coxe Trust is run as a charity by OCC. They recently agreed to set up an Advisory Body so that guidance can be given by the community. Steve Harrod is also on this Body. IH said that he attended a meeting of this Body this afternoon. The Clerk was also present as was SH and Peter Clark from OCC. There is movement on this but we do need to have 2 representatives. The money and how it is used is the main thing to be decided. IH said that Peter Clark had agreed to send a representative to attend the Full Council meeting on the 9th June to update and have discussion on some issues. He will issue a paper prior to the meeting.

Resolved: That Ian Hill and Tony Williamson be the two representatives on the Charlotte Coxe Advisory Body.

6. **Parish Transport Representatives to appoint 2 representatives**

Ian Hill and Tim Horton were appointed as representatives until May 2015

IH said that representatives need to communicate with people who provide services and with OCC who provide subsidies. All Watlington buses are subsidised and the number of services has gone down this year with only a basic level of public transport services remaining. OCC sets out what the subsidy costs per passenger trip and some costs are very high. Some services do need to be maintained and justification needs to be given why our Watlington services need to be continued. There has been a '5 Parishes Transport Group' set up which consists of Watlington, Cuxham, Chalgrove, Garsington and Stadhampton. This was originally set up to argue for the 101 Oxford Service (now renamed the T1), The Group also pressured for the GoRide Company to provide Saturday and Sunday pm services to Oxford when Thames Travel no longer wanted to provide weekend services. WPC had previously agreed to give a grant which subsidises the Sunday Service on a monthly basis until March 2016. This will be reviewed annually.

Resolved: That Ian Hill and Matt Reid be the Parish Transport representatives.

Minute 57/15 LTP4 – Agreed that we change ‘be’ to ‘by’.

Minute 63/15, Pg 23, Item E: Allotments - It was agreed that ‘Gill’ be replaced with ‘Tom’

Minute 63/15, Pg 24, Item H: Neighbourhood Plan – It was noted that there is duplication of the paragraph, ‘IH stated that any suggestions of sites forwhen SODC will have completed their consultations and defined new housing allocations’. It was agreed to remove the duplicated paragraph.

Resolved: That these minutes, with the amendments shown above, are a correct record of this meeting and that they be signed by the Chairman.

76/15

Matters Arising.

There were no matters arising.

77/15

To receive the Balance of Accounts and approve the list of Payments

IH read out the Balances of Accounts and proposed that the list of payments be settled. He stated that this is usually done by the Chairman of Finance. TW said that about £40,000 of the total amount is held in ‘Earmarked Reserves’ and the Council can only spend money on what is allowed by the Government Act 1972. He said that part of the Clerks role is guidance in this and also in our Financial Regulations. He also stated that Committees cannot spend a significant amount of money if it is not within the budget without referring it to Full Council.

Resolved: That the Balances of Accounts and the list of payments be settled and that they be signed by the Chairman

78/15

Discussion on future actions to be taken regarding the Neighbourhood Plan

As discussed above a special meeting of Full Council will be set up to deal with this issue. The Clerk will email out the date ASAP.

79/15

County Councillors Report – Steve Harrod

SH congratulated all the elected Councillors and reported on the following issues:

Budgets – There have been cuts. OCC cannot increase Council Tax by more than 1.99% without having a Referendum which would cost in the region of ½EM. There may be more cuts made in July 2015. There is some Government money but most of this will be focused on the Science Vale area.

Money is saved by reducing Directors by 50%, High Management posts by 40% and staff by 30%. This is what has to be done in times of austerity. SH asked for patience with OCC and hopefully things will be improved.

Highways – These will be maintained as well as they can. There will be no danger to road users. SH said that there had been a successful meeting with local Parish Chairmen and OCC. This meeting also discussed things that Parishes can do for themselves.

[NB: All Councillors have been issued with a copy of the presentation of this meeting]

Local Plan – This is being assessed and will run until 2031. Most focus is on economic growth areas which does not include rural areas.

Mineral and Waste Consultation – This has gone through and there will be an increase in gravel extraction. IH said that WPC did not comment on this Consultation but in the map of traffic management it showed areas of high congestion by 2021 which included a figure of congestion increase of 20% in traffic by this date. SH said that he would look into this issue.

Resource Sharing – OCC are looking into resource sharing with Buckinghamshire and Northamptonshire to save money.

Child Sexual Exploitation – OCC have been dealing with the Bullfinch Report and setting up the Kingfisher Team.

Broadband – This is now at 40,000 homes and 95% of the area by population will be connected by the

end of next year. Speed will be 20mgbz. BT has a schedule but this sometimes has to change if there are problems. This sometimes includes roads having to be closed at short notice.

Air Quality Plan – TJ asked for SH’s view on this. SH said that he is in support of this and what needs to be done to improve it within the means available.

Flooding in Pound Close/Pyrtton Lane – It was noted that OCC have tried some things but they are not a long term answer. WEG Water Courses group have been doing work and have found some odd flows of water in this area. TB agreed to send this report to SH.

80/15 District Councillors Report – Anna Badcock

AB said that it is nice to see a new elected Council with so many ladies on it.

AB stated that she has been re-elected as District Councillor for 4 years and because of the Elections there has not been much going on.

Elections 2015 – These went very well with 3 National Elections, 2 District Elections and lots of Parish Elections. The Election Team worked very hard to make sure the Election process went well.

Premises for SODC – SODC are looking to move into 135 Milton Park which will be a huge relief to all staff and it will be good to have them all in one place. At the moment they are dotted around with a number having to work from home. SODC have signed the lease for 4 years with a 3 year break clause. MR asked if the costs from the fire were covered by their insurance. AB stated all insurances had been kept up to date and everything will be covered.

Council Meetings – The first Council meeting will be held this Thursday and the Cabinet Members will be announced formally at this time. There are lots of new Councillors and there are now 36 (previously 48). The Conservatives have a majority of 33 Councillors with 1 Lib Dem, 1 Labour and 1 HRG.

Local Plan – This continues. AB urged Councillors to keep an eye on the website which is updated regularly. JB asked if AB could ensure that the website is kept up to date regarding Watlington. AB said that Watlington is not yet at that stage.

AB said that she is our representative at SODC and if any one has any questions or concerns to contact her.

81/15 Committee Reports.

A **Finance** – There has been no meeting.

B **Planning** – 5/5/2015 - Robin Wilson

Resolved: That these minutes are accepted.

RW reported that this meeting was well attended and well managed. There was a large attendance because of the Church Hall Land application. The Committee voted 3 in favour and 4 against giving a recommendation to SODC of OBJECTION. The reasons given to SODC were that: ‘WPC is not opposed to the principle of development of this site but our reasons for objecting to this application are: Massing of houses and particularly obstruction of an important public view from Prospect Place towards the Church and that the design of the houses does not reflect the vernacular building traditions of Watlington particularly the Conservation Area.

A buffer zone should be established for the brook both during construction period and beyond.

All the other applications discussed were recommended for approval.

C **Strategy** – There has been no meeting

D **Operations**- 22/4/2015 – Bob West

Resolved: That these minutes are accepted.

Crossing at Britwell Road – BW reported that OCC are looking into this issue following a meeting with Keith Stenning (OCC) and SH.

HAMP Assessment – WPC have asked for Love Lane and Spring Lane to be re-assessed.

2 Hour Parking Spaces, Hill Road Car Park – The 2 hours spaces are being constantly abused and it was resolved to remark this area in a different colour so that they can be enforced by our Car Park Order.

Porta Loo in the Recreation Area – It was resolved to put one in from May to September.

E **Allotments-** AGM – 26/3/2015

Resolved: That these minutes are accepted.

It was noted that now the rent payments are going through the office it has given staff more work.

F **Pavilion and Sports Field** – There has been no meeting

G **Affordable Housing** – There has been no meeting.

H **Neighbourhood Plan-** There has been no meeting

82/15 Review of standing orders, code of conduct and all other policies.

IH said that Standing Orders require the above to be reviewed at the first meeting of the year which is totally impractical.

Resolved: To agree the current Standing Orders, Code of Conduct, Financial Regulations and other policies scheduled in for review. The Clerk will send out a schedule of months of reviews.

83/15 Introductory training for Councillors

IH said that there was a briefing meeting last night which went very well. It was agreed that a Buddy Scheme be implemented. IH said that he has sent out an email suggesting that some professional training be given and the Clerk had been recommended someone by OALC. After discussion it was:

Resolved: That we arrange for professional training. The Clerk will send out some provisional dates.

84/15 Town Hall Charity –To agree Members of the Charity Trustee Body for this year 2015/2016

This is a Trust Body with the sole purpose of managing the Town Hall. The Town Hall is funded by WPC and the lettings.

Trust Body Membership: Roger Beattie, Rachel Huckvale, Terry Jackson, Bob West, Tony Williamson, Robin Wilson

85/15 Correspondence For Information –List attached.

Letter No 131 –Thames Water Pumping Station – It was noted that metal fencing with spikes and CCTV has been put on this site. A local resident has the camera pointing at her house and overlooks the tall metal spiked fence. IH, Rhian Woods and the Clerk have previously been involved in this issue which is on-going.

Letter No 137 – Chiltern Board – Parish Member Vacancy – MR and TJ will have a look at this and let KT know if they are interested in being nominated.

86/15 Reports for Other Organisations/Groups

Charlotte Coxe Trust – They will be considering options on how the Charity is run and will put a proposal to us shortly.

Chairmen of Parish Councils meeting with OCC Highways – IH reported that this was a very

interesting and helpful meeting. The budget for highways is 11% of the total and the pressure on this money is significant. Regarding potholes, if they have a red mark they are urgent, a green mark means it will be repaired in a month or two and a white/yellow mark is just that OCC have noted it. OCC are also considering a scheme by which they would devolve some responsibilities to parishes if they would wish to take it on eg cutting of roadside verges. This issue will come to us in the autumn.

87/15

Any Other Business

Agendas by Email – RB asked if all agendas could be sent by email by the Clerk. This was agreed apart from the Full Council and Strategy papers which usually have much supporting information, these will be delivered.

TB said that he would like to raise an agenda item on raising the profile of the council and consulting with residents. It was agreed that TB prepare a formal proposal and any supporting information for the next Strategy meeting.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.48PM