



Minutes of the Meeting of Full Council Held in the Community Office at 8.00pm on Tuesday 9th December 2014

Present:

Councillors:

Ian Hill – Chairman
David Tindale – Vice-Chairman
Tim Horton
Nick Greaves
Tony Williamson
Robert Barber
Robin Wilson
Nick Hancock
Elizabeth Winton
Rhian Woods
Neil Boddington

Officer:

Kristina Tynan

District Councillor:

Anna Badcock

Members of the Public:

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166/14 Apologies for absence

Roddy Orr, Keith Lovelace, Bob West

167/14 Chairman's Remarks

There were no Chairman's remarks.

168/14 To receive Declarations of Interest

There were no Declarations of Interest notified.

169/14 Minutes of the Full Council Meeting held on the 11th November 2014 to be signed as a correct record

It was noted that Stephen Harrod had sent his apologies for this meeting.

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

170/14 Matters arising from the Minutes

Parking Issues (Minute 154/14 refers) – IH stated that Michelle Jacques PCSO has been moved and we now have a new PCSO, Ken Cooney who has already been in the town and given out tickets.

171/14 Public Questions

There were no public questions notified.

172/14 District Councillors Report – Anna Badcock

AB said that there is not much happening at SODC at the moment as the budget process is being worked through.

Broadband – RB stated that it is good news to hear that Cabinet 2 in Christmas Common is more than likely to be included in the BDUK roll-out and he thanked AB for all her help with this.

Planning – RB said that he has had problems with getting through to the Planning Department recently. RW and KT said that they have not any problems getting through. AB said that the Planning Department have just employed a Customer Relationship Manager and AP can give more information on this new role.

Community Infrastructure Levy – NG asked that if after April 2015 any Planning Consents given will have to pay a levy? AB said that this has not been ratified by the District Council yet as each District Council can decide when they do this. Information on this can be obtained through the Democratic Services Team. NG said that the Parish Council should get 25% of the levy when we have an accepted Neighbourhood Plan and AB said that it how it currently looks. AB said that this is an important piece of legislation and it is very important that the District Council gets it right. RW said that if the Neighbourhood Plan has not been accepted formally than the Parish Council can only get 15% (capped at £100 per existing house – about £11k for Watlington) until it is accepted.

LTP4 – TH said that AP has sent us the District Council response to this consultation but that it did not include any reference to anything regarding our Neighbourhood Plan and said that he was disappointed about this. AB said that if we can sent her the District Council response she can then comment on it. It was agreed that this also be sent to SH. TH stated that villages and small towns are not featured specifically for housing and traffic and WPC have talked about sending some written feedback on the SODC and Vale response.

Church Hall Land Application – This will be going to SODC Planning Committee but still waiting for a date.

173/14 County Councillors Report – Stephen Harrod

SH said that his December Newsletter will be circulated shortly by email.

The Goggs – TW said that some work has been done on an interim basis but the complete works will be done next summer. TH said that there has been some measurement in the field by the District Council which needs outfall drain so that water goes into the Storm Drain and OCC is working with the District Council to achieve this. SH said he would note this information.

Path on Shirburn Road (B4009) – OCC have now done the works needed to this path.

Dropped Kerb Britwell Road – SH reported that this has been ordered and will be done in January 2015.

Ecotech – This Company are putting through a link from Easington Farm to the Substation in Watlington. However no-one in Cuxham knew that this was happening but they have now had a meeting with the company who have now halted the trench works that were going to be done on the main road and will now go through the countryside. The original company who were contracted to do these works should have consulted with all people but they did not. They have now fired this company who did not engage locally. SH suggested to them that they contact Watlington which they have done and there is a meeting scheduled with them on Thursday. IH, RB and TH will attend this and SH said that he will also be present.

IH asked if they have a right to go where they want? SH said that they have to put in an application to OCC and they then say yes or no. This application has been agreed by OCC without any local involvement or consultation which has now caused the current problem. Khalid Scofield has acknowledged this and is now going to speak to local people. IH stated that the trench would be better going across the fields towards Pyrton rather than through the centre of Watlington but it is not clear whether the route can be changed now. RB said that they have already taken out a section of protected hedgerow. There are lots of issues that need addressing eg drainage, alternative routes etc.

TH said that they are going through two Conservation Areas and someone in the Highways Department at OCC much have known this and did not inform the Parishes affected and said that OCC should have some sort of system in place that Parishes are automatically notified of any works. SH said that he will take up this issue with the relevant officer and will state that we cannot have this happening again and that it should not have happened in this instance.

Brookside Resurfacing Works- DT stated that this work has been cancelled due to budgetary constraints. SH said that he will speak to Keith Stenning about this.

Outreach Meeting at Christmas Common – RB thanked SH for attending this meeting and said that SH had a lots of actions to do from issues raised at this meeting. RB also thanked AB and AP for attending.

174/14 Thames Valley Police Report

An update had been sent on behalf of Superintendent Andy Boyd, South & Vale Local Policing Area and this was circulated to Councillors.

180/14 To receive the Balance of Accounts and approve the list of Payments

Tim Horton read out the Balances of Accounts and proposed that the list of payments be settled. He stated that the payment to HAGS SMP is the balance of the invoice for the works to the skate ½ pipe. We had held back this amount as there were still some outstanding issues to be done. The team came back on the 6/12/14 for four hours and dealt with the issues on the grinding bar and steel sheets. The company is not willing to accept that WBP is less durable than Marine Ply. RB said that there are many grades of WBP. After discussion it was agreed that HAGS SMP be paid the balance of the invoice.

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

181/14 Committees:

A: FINANCE - 26/11/2014 – Tim Horton

Resolved: That these minutes be accepted by Council

Budget Update 2014/2015

TH thanked KT for all her assistance with budget issues and said he was grateful for the way the budget accounts were set out. TH thanked the Public Charities for their contribution of £2000 to the skate ½ pipe works and said that 75% of the cost of this project was paid for by donations. The end of year projections have also been adjusted to take into account the extra money spent on trees and hedge maintenance. Reserves were also discussed and it was thought that the Allotments should have a reserve that can be built up and it was suggested that we start an Allotment Reserve of £300 for the current year 2014/2015 which will come back to Council as a Recommendation.

Resolved: That the updated budget for 2014/15 be accepted.

Initial Budget for 2015/2016

TH said that most Councils will have an uplift of their tax base due to a change in how empty properties are dealt with and the change in the boundary of Christmas Common. If WPC made no change the Council would receive about £2000 more because of the increase in the tax base.

However there will be a loss of 15.5% in the top up grant from SODC. TH said that the budget includes all proposals requested from Committee at this stage namely:

- Increase in green space maintenance
- Election costs of £500 (£1000 are already held in earmarked reserves)
- Operations Contingency of £3000
- No allocations for new staffing
- No new allocations to the NP.
- £1000 for a Cleaner for the Pavilion (to be match funded)
- Town Hall grant of £7,000

The provisional budget would mean an increase of 3-4% in the precept and the Finance Committee will be meeting at the start of January 2015 to finalise this budget. NALC have suggested that pay increases may be in the order of 2% whereas we have only increased it by 1% and this will be discussed at the meeting also. It was agreed that it is probably too premature to budget for any Community Levy at the moment but in future it will have to be budgeted for and it would be an issue for the Strategy Committee to discuss the infrastructure projects it could be used for. NG said that he thinks WPC should put the Precept up be more than 3-4%. RW stated that there may be extra expense for the Neighbourhood Plan. TH said that as a Council we have been prudent as a Council and we are 4th in terms of band D precept out of the 10 larger villages but 20 years ago we were the highest.

Vote: 10 in favour, 1 against

Resolved: That the attached provisional draft budget for 2015/2016 be noted and that Council are asked to approve a full budget for next year and a recommended precept/Band D Council tax at its meeting on January 13th 2015.

BACS payments- Discussion took place on this issue.

Resolved: That Council commence a BACS system in April 2015 and that our Financial Regulations be adapted to allow for BACS payment with a procedure for doing this.

Tree Audit – Parish Council Trees

Resolved: That under clause 11.1(c) in our current Financial Regulations we agree that Martin Gammie of Consulting with trees be appointed to do a ‘Duty of Care Report and Tree Management proposals in relation to Watlington Parish Councils Tree Stock’ as he has exceptional local knowledge and skill which no other contractor would have.

Cuxham Field – This issue will be discussed at the next meeting.

Youth Club – The Finance Committee will be discussing this in January and TH drew Councillor’s attention to the letter they have sent to WPC.

B: PLANNING –2/12/2014 – Robert Barber chaired this meeting.

Resolved: That these minutes be accepted by Council

P14/S3555/LB and P14/S3660/HH 7 High Street, Watlington - RB said that this application had been previously been granted planning permission but it had expired and this application was just a renewal and the Committee approved these applications.

P14/S3268/HH 6 Cuxham Road – RB said that we are expecting further information on this application as they had not included the loss of a recently planted street tree which is not on their property as well as some other details and also the fact that OCC did not take into account in their comments that there was a layby in front of this site.

C: STRATEGY- 25/11/2014 David Tindale

Resolved: That these minutes be accepted by Council.

DT stated that a working group will be meeting shortly to discuss staffing reviews.

Broadband

Resolved: That this Council would support and consider financial support of a fibre optic project in the outlying areas of Watlington.

Community Speedwatch Scheme

Vote: 9 in favour, 2 against

Resolved: That WPC support a Community Speedwatch project.

It was noted that this will be led by Keith Lovelace and IH said that there should be no cost to the Parish Council. Areas will need to be identified and if anyone has any suggestions to contact KL direct.

Grievance Policy – this was attached to the Full Council papers.

Resolved: That the Grievance Policy for 2014/2015 be agreed.

Complaints Procedure - this was attached to the Full Council papers

Resolved: That the Complaints Policy for 2014/2015 be agreed.

Risk Assessment Review - this was attached to the Full Council papers

Resolved: That the Risk Assessment Policy for 2014/2015 be agreed.

Charlotte Coxe Charity – 35 High Street - this was attached to the Full Council papers

Vote: 10 in favour, 1 abstention

Resolved: That the paper on the Charlotte Coxe Charity be agreed and that wording to be added to Standing Orders which will be reflected in our Standing Orders when they are reviewed in January 2015.

TH was thanked for his work in drafting this paper. There has been the first meeting of the Advisory Group and it was stated by OCC that if the building was to be sold the Charity Commission have said that there would need to be a public consultation before OCC could sell the freehold. There will be a consultation out soon and the WPC need to encourage people to respond to this.

D. OPERATIONS – 19/11/2014 – Robert Barber

Resolved: That these minutes be accepted by Council.

Traffic Survey at Christmas Common – RB said that this issue had come out of the Outreach Meeting two years in a row.

Resolved: That we request a speed survey in Christmas Common which will cost £250.

Trees, hedges and paths - RB said that the Committee have gratefully accepted Tom Bindoff's offer to do some maintenance of hedges, trees and paths.

Paddock – Replacement of Willow Hedge - There was discussion about some fencing and planting of the area around the children's' play area and the Finance Committee have taken this into account within the Budget 2015/2016.

Raised Bed at the War Memorial – A resident had asked for permission to make a small raised bed by the tree base nearest to and after looking a site the Committee agreed that that a raised bed in this area would not be a good idea.

E. ALLOTMENTS –There has been no meeting

F. PAVILION AND SPORTS FIELD – 17/11/2015 and 1/12/2014- Neil Boddington

Resolved: That these minutes be accepted by Council

Stewardship agreement – draft Football agreement was attached to the PSFC Minutes 1/12/14

NB said that there is a divide between the sections but they are making some progress in getting their relationships regenerated. NB has a meeting with the Football section next week. There are lots of other issues also to resolve at the pavilion eg cleaning. The Pavilion needs more care and attention and this is why it was thought a Management Committee would be a good idea. NB said that he hope to have the agreements signed by the end of the year. NB is still looking into the issue of payment of rent by the sections and will discuss this and the agreement with TH. It was agreed that the agreement have the sentence about rent increasing with inflation removed. It was stated that if there are significant changes to the agreement that have to be made then this should be referred to the January Full Council meeting.

After discussion it was:

Resolved: That Council enter into 4 separate Stewardship Agreements with all 4 Sports Section and that IH and NB be authorised to agree the final stewardship document which need to be signed before 31/12/2014. That the term of agreement be for one year with a one month's notice to be

advised for both parties. That a Management Committee be set up and to include one or two Parish Councillors.

The sum of rent for each Section will need to have a formula used and this is still to be agreed.

G. AFFORDABLE HOUSING – There has been no meeting.

H. NEIGHBOURHOOD PLAN CORE COMMITTEE- 25/11/2014 – Nick Hancock
Resolved: That these minutes be accepted by Council

NH said that the deadline for Consultation 2 has been extended to 31/1/2015.

I. NEIGHBOURHOOD PLAN STEERING GROUP – No Meeting

J. Outreach Meeting October 2014 – The Notes from the meeting held on 22/10/2014 were accepted. RB expressed concern that specific actions had not been allocated.

182/14 Correspondence for Information - List Attached to Agenda

Correspondence will only be discussed if urgent and if it cannot be passed to the relevant committee to discuss.

183/14 Reports from Organisations and Representation on other bodies – To note reports that have been received

No reports were received.

184/14 Other Matters for Discussion at the discretion of Chair

Memorial Club Constitution – IH reported that there has been some progress on what they require for their Constitution on the issue of the Parish Council having first refusal if the buildings owned by the Memorial Club were to be sold. After a lot of confusion a way to move this forward with the Charity Commission has been agreed. It was noted that the Parish Council will send a letter confirming what we have already sent to the Memorial Club.

Calendar of Meeting for 2015 – This will be sent out by the Clerk to all Councillors.

County Councillor Locality Fund – TH drew Councillors attention to the fact that there is still some money left in this fund and that we will be putting in an application for signage at the Recreation Ground on the advice of the Clerk. TW brought up that we could apply for a fingerpost at the Town Hall for the Church and Paddock.

Half Moon Pub at Cuxham – TH said that he had been contacted by Martin Hart who has asked for the Parish Council to give publicity to their campaign to save this pub. He will contact the Clerk direct on this.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10.04PM