



## Minutes of the Meeting of Full Council held in the Community Office Held at 8.00pm on Tuesday 12<sup>th</sup> December 2017

**Present:**

**Councillors:**

Matt Reid –Chairman (MR)  
Terry Jackson (TJ)  
Bob West (BW)  
Tom Bindoff (TB)  
Jeremy Bell (JB)  
Tony Williamson (TW)  
Rob Smith (RS)  
Fiona Butler (FB)

**Officer:**

Denise Allnutt (DA)

**County Councillor:**

Not Present

**District Councillor:**

Not Present

**Press:**

David White- Henley Standard

**In Attendance:**

Gill Bindoff, Peter Richardson – NP Forum

Members of the Public:

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160/17 Apologies for absence

Ian Hill, Fergus Lapage, Roger Beattie, Rachel Huckvale., Nicky Smallbone.

161/17 Chairman's Remarks

MR stated that there are some weighty issues for discussion this evening which will need proper debate.

162/17 To receive Declarations of Interest

**Watlington Age Concern** – TW said that he is the Chairman of this but has no financial interest.

**St Leonards Church** – TW said he did much work in the churchyard but had no authority or financial interest in it.

163/17 Minutes of the Full Council Meetings held on 10<sup>th</sup> October 2017 to be signed as a correct record

TW pointed out that 155/17 B: Planning (Page 50) His remarks had been wrongly reported. This was amended. TJ pointed out some minor grammatical errors, which were also amended. Most notably WNDP was referred to as WDNP.

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

164/17 Matters arising from the Minutes

**33 High Street and Charlotte Coxe Trust (Page 48)** – TW reported that there had been significant development in this matter and it was agreed that it would be discussed at the end of the meeting. MR asked if this should be taken in confidential session and TW said he was happy for it to be

discussed in public.

165/17 Public Questions  
There were none

166/17 County Councillors Report - There was none

167/17 District Councillors Report - There was none

168/17 To receive the Balance of Accounts and approve the list of Payments  
TW read out the Balance of Accounts and proposed that the list of payments be settled as per the prescribed process  
**Resolved:** That the Balances of Accounts and the list of payments be settled, except for the payment to Chiltern Conservation to be clarified by KT before paying, and that they be signed by the Chairman and the Chairman of Finance.

169/17 Committees:  
**A: FINANCE** –28/11/17 – Tony Williamson  
**Resolved:** That Council accept these Minutes

**Budget and Precept 2018/2019**  
**RECOMMENDATION TO COUNCIL**

i) To increase the annual payment of Council Tax Band D from £105.37 to £109.58 and other bands proportionately.

ii) To establish a precept (being the Band D figure multiplied by the Tax base of 1171.6) of £128,389.55. This equates to an increase of £0.42 for each month (Band D) for the 10 months payable.

iii) To approve the Committee Budgets figures (titled Budget Recommendation for Full Council on 12<sup>th</sup> December 2017) which was attached to the agenda.

TW explained that the sports field rent should be under review every 10 years, so it should be included in the budget. The proposed tax base increase of 4% is very tight because of increased staff costs and there is no contingency for the sports field rent but KT is confident that it will be sufficient. Charlotte Coxe Trust matter will require legal fees.

MR asked each councilor individually if they had any further questions / remarks. He and TW explained the precept to FB

BW asked about further Neighbourhood Plan expenditure. TW said that it may well be that the Referendum cost will fall into the current financial year and the expenditure should be greatly reduced in the next year as it reaches a conclusion.

MR said he thought it would be good policy to review actual expenditure against budgets for previous years. He supported the 4% but cautioned about the continuing small increases that will gradually lead to a big increase over a number of years. TW Read out the increases for the past 3 years.

**Resolved:** To accept the increase and the precept and adopt the budget - Unanimous

**B: PLANNING** – – 21/11/2017 and 5/12/2017- Bob West

**Resolved:** That Council accept these Minutes

MR reported on the meeting on 21/11/17 and stated that there would be 3 more houses at Orchard Walk and made mention of the Percy Thrower designed garden. It was noted that none of the residents have objected. TB said that the area would be affected because of the removal of trees.

BW reported on the meeting on 5/12/17 – There was a question from Tim Horton about the 183 houses planned for off Britwell Road/ Cuxham Road and the meeting had dealt with this. Otherwise there were a few minor matters to deal with.

**C: STRATEGY** - 21/11/2017 – Matt Reid  
**Resolved** – That the Council accept these Minutes

**South Oxfordshire Plan Consultation** -IH and MR had drafted a response to the consultation.

**Wycombe Plan** – there was nothing effecting Watlington so no response had been made.

**Speed limits on Howe Hill/ Cookley Green** - The data has been examined but there is a question on funding. TW said that as OCC and SODC are not dealing with local road issues this is the type of problem that may fall more into the responsibilities of WPC.

**Youth Engagement Strategy** – TJ suggested having a youth committee, which could formulate ideas to be passed through to WPC for discussion / action. JB agreed that more youth representation was needed. MR said there was a need for facilities for practical subjects to be taught around the town.

**General Data Protection Regulations** – Rachel Gill was going to take on this role which would, for instance, require an upgrade of email facilities for Councillors, so that WPC information was kept separate from their private affairs.

**33 High Street** – OCC will re-build the wall and pay for it from Charlotte Coxe funds.

**Air Quality** – Nothing more will happen until OCC has talked to WPC and other interested parties.

**Link with Icknield** – MR reported that the children were engaged and were shocked to hear about the size of the proposed Chalgrove development and were unaware of the proposed edge road.

#### **WPC Strategic Plan**

**RECOMMENDATION TO COUNCIL:** That the Watlington Parish Council Strategic Plan be adopted from 12 December 2017 to end of this terms Council in May 2019. (This is attached to the Strategy November minutes)

**Resolved** – Unanimous

TW said there was no mention of the Neighbourhood Plan and it needs adding to the Strategic Plan. This was agreed.

#### **Access to 10 Davenport Place through County owned car park behind the library**

**RECOMMENDATION TO COUNCIL:** That Full Council agree with the OCC Recommendation to grant a 90 year lease for access to this property.

**Resolved** – 6 in favour / 2 abstentions- No Objection.

#### **D. OPERATIONS** –21/11/2017 – Bob West

**Resolved** – That the Council accept these Minutes

BW stated that the meeting with Jonathan Maddox had been very interesting and enlightening. The performance space in the paddock was being investigated and David Parker had recommended that an architect be engaged to design a 6m X 4m space with a roof  
In the light of the present snowy weather, MR asked about WPC obligations for gritting. FB reported that the school route was not all cleared. Bob, the caretaker, had been out salting pavements; WPC is not responsible for roads.

#### **Hedging around the fence around the Children’s Play Area**

**RECOMMENDATION TO COUNCIL:** That we do not plant a hedge inside the Paddock Children’s Area.

**Resolved** – 7 in favour / 1 abstention

#### **E. ALLOTMENTS** – No Report

#### **F. PAVILION AND SPORTS FIELD** – 27/11/2017 – Matt Reid

**Resolved** - Council to accept these Minutes

MR stated there was an error on Minute 47/17 C Bar Accounts were available for the AGM but they are not required to be detailed Income and Expenditure and NS and RB have a copy of these from the Sports Club AGM.

TW was concerned that WPC are responsible for the licenced premises and should therefore have sight of detailed accounts. However, MR said that it was a particular type of licence that did not require this.

#### **G. NEIGHBOURHOOD PLAN STEERING COMMITTEE – 6/11/2017 and 4/12/2017**

**Resolved** - Council to accept these Minutes

The email to SODC regarding the HRA has been sent.

#### **Examination and selection of Examiner**

JB/ PR – SODC had supplied the name of 5 examiners for consideration to examine WNHP and, after considering their credentials, the following candidates were deemed to be the best available and requested that the meeting vote on the candidates. The candidate's qualifications and experience were discussed.

Andrew Ashcroft, John Slater, John Parmerton.

**Resolved** – That Andrew Ashcroft be offered the position.

That the second choice be John Slater

That the third choice be John Parmerton

**HCA:** JB said that HCA seemed to be under the impression that the edge road was only required because of the proposed Chalgrove development, however Anna Babcock and GB both insisted that Watlington needs it because of development in Benson and other areas. PR had an email from Chris Carter saying that HCA remains fully committed to the Edge road. TW said no-one wants Chalgrove but it may be the only way to get the edge road joined up. JB says that the government has made it clear that even without Chalgrove it will be in the OCC county wide plan and there were alternative ways of raising the funds for it. PR said that leaflets will be going out to all households about the current situation with the WNDP at the end of this week. The referendum was expected to take place in the first half of 2018.

MR proposed a round of thanks for the sterling work of the WNDP team.

**Resolved** – Unanimous

#### **170/17 Extension of time for this meeting**

Due to Standing Order 3(w) and with the time being nearly 10.08pm it was:

**Resolved:** That the meeting be allowed to continue until 10.40pm at the latest.

**171/17 Proposed Oxford –Cambridge Expressway –** To be agenda item for the next Full Council meeting.

**172/17 Correspondence for Information - List was attached to Agenda**

**173/17 Reports from Organisations and Representation on other bodies**

There were none

**174/17 Other Matters for Discussion at the discretion of Chair**

**Charlotte Coxe Trust** – TW stated that the work had now been completed so that the Trust could now be transferred from OCC to WPC

There was a robust discussion about if WPC would incur any liabilities with the property and if due diligence had been completed. TW stated that a solicitor had been engaged and had advised that searches should be carried out for all property and leases. However, this would cost a considerable amount. TW had all of the leases and relevant paperwork, which he had diligently perused and therefore, thought that others did not need to be engaged to do this.

MR and JB insisted that there should be a proper formal due diligence carried out in order to confirm that the correct procedure had been followed and, therefore, confirm that there would be no unexpected liability likely to arise for WPC. At this time TW proposed withdrawing the motion until

this information was made more explicit prior to voting. BW objected to the withdrawal of this motion and asked that it be voted on now. MR stated that he felt that there was insufficient financial information to make an informed vote on this and said he would abstain from voting.

**Resolved** – To continue to the next stage of the proposed transfer of the trust from OCC to WPC  
**In favour 4 / Abstained 4.**  
**CARRIED**

175/17 Exclusion of the Public

**Resolved:** That in view of the confidential and financial nature of the issues below, it is proposed that in the public interest, it is advisable that the public be temporarily excluded and they are instructed to withdraw. In accordance with Public Bodies (Admission to Meetings) Act 1960 s. 1, and Local Government Act 1972 s.100.

The public withdrew, and the WPC went into a confidential meeting.

176/17 Staff Salary Increases 2018/2019

A confidential note had been circulated about the salary reviews for 2018/19

MR – Pointed out that the reasons given for the increases to the clerk were the same as those given for the employment of an Assistant Clerk. TW said that the assistant clerk had been appointed due to the quantity of work. The re-grading was recommended because of the quality of the Clerk's work.

Vote: 5 in favour, 3 abstentions

**Resolved:** That the clerk be given an increment on the NJC scale for local council staff that would take her to level LC32, and this increment be effective from April 2018

**Resolved:** That all staff be given a pay increase in accordance with draft NJC scale 2% from April 2018 and a further 2% from April 2019. If accepted NJC scale is revised upward before these dates, this decision should be reviewed.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10.35 PM**