

Minutes of the Meeting of Full Council Held in the Community Office at 8pm on Tuesday 12th February 2013

Present:	
Councillors:	Ian Hill – Chairman David Tindale – Vice-Chairman Charles Rowton-Lee Tony Williamson Ted Backhouse Barry Adby Harvey Batten Tim Horton Neil Boddington
Officer:	Kristina Tynan
District Councillor:	Anna Badcock
County Councillor:	Caroline Newton
Press:	Janine Rasiah
Members of the Public:	1

- 15/13 Apologies for absence
Rhian Woods, Robert Barber, Nick Greaves, Roger Beattie, Nick Hancock
- 16/13 Chairman's Remarks
Ian Hill stated that as there is a lot on the agenda to discuss that discussions are kept moving.
- 17/13 To receive Declarations of Interest
Skatepark Issue – Harvey Batten declared a pecuniary interest in this issue as his son is leading the project group. He signed the 'Declaration of Interest' book and left the room for this item.
- 18/13 Minutes of the Full Council Meeting on the 8th January 2013 and the Special Meeting of Full Council held on 22/1/2013 to be signed as a correct record
Resolved: That the minutes of the 8/1/13 and 22/1/2013 are a correct record of this meeting and that they be signed by the Chairman.
- 19/13 Matters arising from the Minutes
There were none.

20/13 Public Questions

There were no public questions notified.

21/13 District Councillors Report – Anna Badcock

Council Tax – SODC have not increased this and it will remain the same.

Neighbourhood Plan – Angie Paterson is asking some questions about including other parishes in Neighbourhood Plans if they have possible housing sites near to the Parish making the NP. Henley has the same problem as Watlington.- having submitted the Parish Boundary as their NP Area, SODC has come back and asked them to consider including land in other parishes. The Henley Standard will be covering the issue as it progresses.

Precepts – TH stated that the Finance Officer at SODC has worked very hard to give the parishes information that they needed to set the precept which has been a difficult exercise due to the changes made by Central Government.

SODC Deep Cleanse – TH asked if SODC will be doing this in the next financial year. AB said that it has Cabinet approval but still needs to go through the Scrutiny Committee. The Clerk will contact the Officer directly to see if this has had approved and if so, to ask if Watlington could be done in June.

Housing Lists/Allocation – TW said that there has been a statement from SODC that people will be taken off the housing list if they do not have a local connection. However young people get work in say Oxford and take accommodation there. Therefore they will end up on the Oxford waiting list and should if they wish, be able to be on the South Oxfordshire list. AB stated that the local connection will relate to a 5-8 year (AB was not sure of exact time) time frame and if they want to move back after about 5 years or so they will still be deemed to have a local connection. SODC Policy allows them to look at individual cases and make a judgement.

Changes to Welfare Payments – AB said that SOHA is working very closely with people who are having deductions to their payments eg one person living in a 4 bedroom house will have a reduction in their payments as they are not using 3 bedrooms. She said that if we know of anyone having problems to let SODC know. Sovereign are starting to work with affected people but have not been as proactive as SOHA. However they do have fewer properties in South Oxfordshire.

Ian Hill thanked Anna Badcock for attending the meeting.

22/13 County Councillors Report – Caroline Newton

Budget – Full Council will be discussing this next week. The Council tax has been increased by 1.99% which was subject to great discussion by the Conservative group. It was deemed too difficult not to have any increase as the budget is still less £200M than 3 years ago. The Community Budget of £10,000 will be lost in the next financial year but she still has some money left to spend within this financial year and one of the bids is from Watlington in Bloom (WIB) who have requested money for new planters in the town. The money will be going into a more centralised local pot with less budget than previously.

CN may have the Local Stewards Fund for the next financial year, however if she does the budget for it will be probably cut.

SIDS – OCC will not fund these next year.

Watlington Issues – WIB have suggested planting a living orchard but the money cannot be allocated until WPC approves. KT passed onto CN the Cuxham Road issue and she is looking into this.

Hard Standing for Parking for Junction 6 – The opposite side will be done shortly and will match the works done to the other side. Cars will be leafleted in advance. There will be no reduction in the number of parking spaces but it will improve safety in this area. The work has to be done outside rush hours as it is a very busy road.

Triathlon – RBr will be attending, as the WPC representative, the meeting of the Liaison Committee this Friday (15/2/13) which is being held at Henley Town Hall. This is an important meeting for Parish Councils. CN said she does not know if it is too late to stop the event for 2013 however. If it is she thinks the main aim is to try to get the number of hours the roads are closed reduced. OCC do not seem to be listening to the disruptions it causes local businesses. The OCC Councillor for transport and the Officer do not seem to understand the concerns that people have regarding this event and CN will be attending the meeting on Friday.

IH said that after the meeting the Parishes had on this issue (6/2/13), most parishes in attendance seem to have the same viewpoint. The parishes need to give OCC firm figures on how many people are affected by the triathlon and perhaps they will then listen to concerns. BA said that the Parishes may need to have another meeting after the one on the 15/1/13.

The Firs – OCC Senior Management team have asked for more information on the costings and they will discuss this issue again at the end of the month. If the works are approved they would start in April 2013. CN will let us know if she receives any news on this issue.

Broadband Meeting – This meeting was organised by John Howell and CN reported that it was interesting but did not give any real information as to % of coverage etc. If BT are successful with their bid cabinets would be installed at the end of this year.

Ian Hill thanked Caroline Newton for her report.

23/13 Thames Valley Police Report

PCSO Diane Greenwood had sent the following report:

‘Over the last month we have done a number of speed enforcement operations around the area using the speed indicator device (SID) and then warning letters are sent to offending vehicle owners. This month 36 letters were sent out

Another issue raised is the increase of dog fouling on footpaths around town. Although PCSO’s can issue a fixed penalty ticket to offenders, the offence has to be witnessed. I am now in the process of posting leaflets around town, asking people to contact me with offenders details so that I can deal with this issue’.

The report above was noted.

24/13 To receive the Balance of Accounts and approve the list of Payments

Tim Horton read out the Balances of Accounts and proposed that the payments be settled. He stated that the remaining £1000 of the Youth Club Grant (total agreed £3000) will be paid and also the grant to CAB for £1000. TH stated that the CAB payment has been paid for a number of years and he said he would like to pay tribute to the enormous value that Watlington gets from them. He said that Henley CAB will be merging with other CAB’s in the district soon which should be more cost effective. However the Watlington service will remain the same. TH attended the CAB AGM. The CAB grant will be reviewed by the Committee at some point.

Resolved: That the Balance of Accounts be agreed and the list of payments be settled and signed by the Chairman.

25/13 Committees:

A: **FINANCE** - 15/1/2013 – Tim Horton

Resolved: That these minutes be accepted by Council

Proposed end of Year Reserves

Resolved:

1) we set up a Reserve for Play Equipment, to better ensure security for future planning of £2000 (These will be taken from the General Reserves and moved to the earmarked reserves)

2) we create from the commencement of the next financial year a further reserve that would be for special planning, legal and election matters. Into this reserve should be transferred the sum allocated for the Neighbourhood Plan and the sum for legal costs.

Review of Financial Regulation for 2012/2013

Resolved: That the Financial Regulations for 2012/2013 subject to the change of date in the footer, be accepted and signed by the Chairman.

TH said that at the next meeting the committee will be looking at the Pavilion and Sports Field Budget and also at Staffing issues.

B: PLANNING – 5/2/2013 – Charles Rowton Lee

Resolved: That these minutes be accepted by Council

CRL reported that RBr will be attending the SODC Planning Committee meeting tomorrow night to speak against approving the application for Newlands Platt, Northend

Lys Mill – CRL explained that a hose type survey is one that has a pipe across the road and measures traffic flow, volume of traffic and size and weight of vehicles.

C: STRATEGY – 22/1/2013

Resolved: That these minutes be accepted by Council

Standing Orders 2013

RECOMMENDATION TO COUNCIL: That the revised Standing Order dated February 2013 be agreed.

The amendment (shown in italics) proposed by Tony Williamson **On Relations with Press section was discussed.**

‘ Statement or comment on Council business from a councillor in response to requests from the press or other media may be made. *The content of the statement or comment may be submitted to the Proper Officer and to the chair of Council and Committees.* Councillors should state explicitly that the views expressed are *personal and* not necessarily those of the Council’

A vote was taken on this amendment: 2 in favour (TW and TH) and 7 against.

NOT CARRIED

Ian Hill then proposed the following amendment to the **On Relations with Press section:**

The section 24(c) be replaced with the following words:

c. Statements or comments on Council business from a councillor expressing their personal view in response to requests from the press or other media may be made. The content of the

statement or comment shall be submitted in writing to the Proper Officer and to the chair of Council and Committees at the earliest opportunity. Councillors should state explicitly that the views expressed are personal and not necessarily those of the Council.

A vote was then taken: 7 in favour and 2 against (TW and TH)

CARRIED

Resolved: That with the above amendment from Ian Hill on the section titled 'On Relations with Press' that the Standing Orders for 2013 be agreed and signed by the Chairman.

Vote: 7 in favour, 2 against (TH and TW)

Committee Structure Review

Resolved: That the Committee Structure 2013 Terms of Reference are agreed.(These are attached to the end of these minutes)

Car Park Order- draft was attached to the agenda

Resolved: That the amended Car Park Order be agreed.

It was noted that we now need to get on with getting this order in place.

Complaints Procedure Review

IH to draft this and to make sure there is consistency with our Standing Orders.

Resolved: That once drafted the Complaints Procedure will go to the Strategy Committee who are delegated to approve it.

Disciplinary Procedure Review

Resolved That the Disciplinary Procedure 2012/2013 be agreed.

Risk Assessment

Resolved: That the Risk Assessment 2012/2013 be agreed.

Grievance Procedure – It was noted that we do not have one at present and this will be discussed by the Strategy Committee.

OCC – Watlington Tube – Watlington Lewknor

Resolved: That we give the GoRide service our full support and that we would wish to see the additional services that they refer and send a letter of support to them.

D. OPERATIONS – 16/1/2013- Barry Adby

Resolved: That these minute be accepted by Council

Recycling Bins in Hill Road Car Park

Vote: 8 in favour, 1 abstention.

Resolved:

1)That we ask SODC to remove the recycling bins in the car park and this to happen 3 months after SODC's agreement to do this (potentially in May 2013) due to constant mis-use of the site . This time frame would ensure that there is plenty of advance notice for residents. Signs would need to be put up as well as notices in Watlington Times and Henley Standard. This could also be announced at the Annual Parish Meeting in April 2013. The Business Association and local businesses also to be notified.

2)That we ask for all the Clothes Banks to be removed but try to find a site to re-locate the Air Ambulance Clothes Bank.

AB stated that residents can put out as much recycling as they want and it will be taken away by SODC. It needs to be clear that it is for recycling. BA stated that we have proof that some businesses are using the recycling bins in the car park for their recycling rubbish instead of paying a commercial organisation to take away.

Drains in Car Park – BA reported that we have had the drains jetted but the company reported to us that there is an obstruction, which could possibly be tree roots or some other problem. They have suggested that a camera is put down to ascertain what the problem is.

Ash Tree at the Recreation Ground – This has now been removed and Beechwood Estates paid for its removal.

Resolved: That we send a letter of thanks to Beechwood Estates for arranging and paying for the tree to be removed.

E. ALLOTMENTS – There has been no meeting.

F. PAVILION AND SPORTS FIELD – 21/1/2013 – Tony Williamson

Resolved: That these minutes be accepted by Council

Charter Standard Status – TW said that he is very pleased that the Football Club has achieved this.

Storage Bin – This has been purchased to store rubbish bags and will be in situ in the next few days.

G. AFFORDABLE HOUSING – There has been no meeting.

H. NEIGHBOURHOOD PLAN GROUP – There has been no meeting - Ian Hill

IH stated that at the last Full Council meeting it was agreed to send to SODC the Neighbourhood Area which was agreed to consist of the Watlington Parish Boundary. We have now been told that SODC have to consider what is the appropriate area. They have raised the fact that the Strategic Housing Land Availability Assessment (SHLAA) includes areas of land that have been put up as suitable for development but are outside our parish, and so would be outside our NP area. This could lead to problems at a later stage when the NP is submitted for examination if the examiner feels that reasonable areas for development have been excluded from the plan without consideration. We are unable to go any further with our NP until this point has been resolved as to whether it would be 'unreasonable' to exclude an area. AP is asking questions on this issue.

26/13 Housing Allocations Policy Consultation- Attached – Comments needed by 1/3/2013

It was noted that individuals can respond direct if they wish. The summary of the main changes are:

1. Introduce a two tier Housing Register.
2. Exclude people from the register who have the resources to solve their own housing situation.
3. Exclude people with no local connection so that the Council is better placed to meet local need.
4. Keep from the housing register for those found guilty of unacceptable behaviour.
5. Reduce the number of housing bands to simplify the system and help the Council to better manage expectations.
6. Adopt the new bedroom standard contained in the 2012 Allocations Code of Guidance for the purposes of assessing overcrowding, under occupation and bedroom size eligibility.

7.Keep the main objectives of the housing allocation policy which is to prevent homelessness by meeting housing need by:

- a. Giving priority to working households so as to encourage people into work
- b. Improving the opportunities for local people to access new build developments in their parish/village.

8.Introduce penalties for applicants who refuse a reasonable offer of accommodation.

Resolved: That IH, DT and HB be delegated to draft a response which can then be sent to Councillors for comments prior to it being sent to SODC.

AB reported that this will be discussed by the SODC Scrutiny Committee next week if anyone wishes to attend and ask questions.

27/13 Proposed New Skatepark – The Skatepark Group have asked if the Parish Council can provide a short piece in support of their scheme which they can include with grant applications. RW has suggested the following wording:-

Watlington Parish Council owns Watlington Recreation ground and endeavors to enhance and improve this area for the benefit of Watlington residents and the wider community.

In 2008 we were very grateful for funding from SODC and other local and national bodies to enable the play equipment and wider landscaping works to be carried out, and this was completed in 2009. In 2010 we obtained funding and implemented a project to install a range of adult fitness equipment. Both projects are widely enjoyed by a cross-section of the community, and the recreation ground is now very well used, and at all times of the day from early morning to late at night.

The Parish Council has been very supportive of the project since its inception last year to install new skate facilities. This will replace older existing facilities which are worn out and which were not included in the previous phases of refurbishment. The new skate facilities will also widen the appeal of the recreation ground to sections of the community who may not have been interested in the play or fitness equipment, but who none-the-less will benefit from the physical activity this facility will encourage.

In addition, we know that our existing old skate facilities encourage users from outside the town to come, and that they also then use other facilities within the town, to the benefit of local traders and our business community. Improving and enhancing these facilities will therefore provide better support and create other opportunities for businesses in Watlington.

We, the Parish Council, view this as the next "chapter" in the development of Watlington Recreation Ground and have given this project our approval and full support.

After discussion it was:

Resolved: That this be discussed at the next Strategy Meeting in March and they would welcome the opportunity to see the plans, financial detail and any other reports relating to this. If there is urgency about this issue that cannot wait until the Strategy Meeting then a special meeting be held to discuss the issue.

28/13 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.

Letter N° 45- OCC Road Closure of Brook Street on the 24th March. Notice of this will be put in the Watlington Times and has been put on our website.

Letter N° 27 – OCC Skills and Learning Service – TH asked that this be discussed in Strategy March meeting.

Letter N° 28 – John Curtis, Pryton Parish Council Chairman - re Neighbourhood Plan – IH will respond to him informing him of the current situation.

Letter N° 36 – OALC courses available – Councillors to let KT know if they are interested in attending any of the courses.

- 29/13 Representation on other bodies – To note reports that have been received
Icknield Community College – IH reported that he and HB had a meeting with ICC which was positive and very encouraging and they are keen on developing a relationship with the Parish Council. One suggestion was that they offered to host our AGM at the ICC and to make some form of display which could be looked at prior to the meeting, to have the opportunity to show what they have achieved.
Resolved: That this issue be discussed at the Strategy Committee meeting in March.

- 30/13 Other Matters for Discussion at the discretion of Chair
To note any other matters raised by Members of the Council

Council Tax Leaflet – SODC have for many years put a page into their packs which is produced by Watlington Parish Council. However this year they are only offering to put it on their website, they will not be producing paper copies. TH suggested that WPC produce the leaflet and arrange delivery to all residents by Councillors for this year. The cost would be minimal. It was agreed that this should be done for this year and that it should be reviewed next year.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10.05PM