



## Minutes of the Meeting of Full Council Held in the Community Office at 8.00pm on Tuesday 14<sup>th</sup> February 2017

**Present:**

**Councillors:**

Ian Hill – Chairman (IH)  
Matt Reid – Vice-Chairman (MR)  
Terry Jackson (TJ)  
Jeremy Bell (JB)  
Rachel Huckvale (RH)  
Bob West (BW)  
Fiona Paterson (FP)  
Tom Bindoff (TB)  
Stephanie Van de Pette (SvP)

**Officer:**

Kristina Tynan (KT)

**Press:**

David White – Henley Standard

16/17 Apologies for absence

Roger Beattie, Tony Williamson, Nicky Smallbone.

17/17 Chairman's Remarks

IH stated that Jon Lorimer has resigned from the Parish Council due to pressure of work. IH said that hopefully we can co-opt two new Councillors at our March meeting. With the resignation of Jon Lorimer we now do not have enough elected Councillors obtain the status of 'General Power of Competence'.

18/17 To receive Declarations of Interest

**Agenda Item 11C, 33 High Street** – Bob West declared a prejudicial interest in this item as he owns the flat above the library. He signed the 'Declaration of Interest' Book and did not take part in discussion or vote on this issue.

19/17 Minutes of the Full Council Meetings held on the 10<sup>th</sup> January 2017 to be signed as a correct record  
Minute 11/17 G refers, Page 6 'factor to replace 'fraction'.

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

20/17 Matters arising from the Minutes

**Watlington Hoard** (Minute 11/17 A refers) – TJ stated that the Hoard has been secured by the Ashmolean with at least £5000 being raised from Watlington (OX49 Postcode). There was a meeting last night of the Watlington Hoard Group who have decided to fundraise to obtain a set of replica coins (≈ £1500 and the FOWL group is helping with this. There will be a talk with James Mather who found the Hoard on the 5<sup>th</sup> May at the Icknield Community College at 7.30pm and tickets will be on sale shortly. TJ said that the favoured place for the set to be displayed would be in the Library.

21/17 Public Questions

There were none notified.

22/17 District Councillors Report

Anna Badcock had sent her apologies for this meeting. Councillors have been emailed her monthly report. With regards to Watlington she has sorted the footpath clearance for the path behind St

Leonards Church and that she is in regular contact with Matt Reid regarding planning issues at The Old Church Christmas Common.

23/17 County Councillors Report

Stephen Harrod had sent his apologies for this meeting. Councillors have been emailed his monthly report.

**Unitary Council** – TB reported that he went to a meeting on this last night in Didcot and Peter Clark (Chief Executive of OCC) said that SODC are now in agreement with joining Oxfordshire County Council and the Vale of White Horse District Council to submit a joint bid to the government for a single unitary council for Oxfordshire. There is likely to be a number of Area Boards (18-20) which would include clusters of Parish Councils. Their view is that the role of town and parish councils in this single unitary council model would become all the more important, to help provide that local community knowledge and decision making. By doing this there should be a saving of about £20M.

**Watlington Issues** – The Clerk reported that Steve Harrod is meeting with Keith Stenning next week and will hopefully then update her on the on-going issues.

24/17 Thames Valley Police Report

Lee Kehoe, our new PCSO had sent a note stating the following *'I am aware of the parking issues along the High Street and have been issuing some tickets.*

*I am doing regular patrols of St Leonards Church and local beauty spots to tack any anti-social behaviour and Thefts from Motor Vehicles.*

*I have also reported potential abandoned vehicles in the Hill Road Car Park to Waste Management at SODC.*

KT reported that two of the reported vehicles were moved the next day.

25/17 To receive the Balance of Accounts and approve the list of Payments

IH 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 and that they be signed by the Chairman.

26/17 Committees:

**A: FINANCE** –There has been no meeting

**B: PLANNING** – 7/2/2017- Jeremy Bell

**Resolved:** That Council accept these Minutes and noted that Terry Jackson's declaration of interest on P17/S0138/HH The Old Bull, 34 Cuxham Road was missing from the minutes. The Clerk will re-issue these.

**P16/S4287/FUL** Land to north of Old Church, Christmas Common – JB reported that this was the most contentious application discussed and this was objected to on a number of grounds. This is the second planning application for this site. The first we objected to as did SODC. It then went to Appeal and approval was then granted by the Inspectorate.

All the other applications discussed were either approved or the committee had no strong views on them.

**C: STRATEGY**- 24/1/2017- Matt Reid

**Resolved:** That Council accept these Minutes

**33 High Street**

IH gave a brief explanation as to how the Shadow Body came to this recommendation. He said that there are a number of issues that still need to be investigated such as why the Asset has such a low value in the OCC Accounts. Most of the Annual Accounts have now been received but still waiting for the latest ones. After discussion it was:

**Resolved:** That Council agree to the principle of the Custodian Trusteeship being transferred from the County Council to the Parish Council, subject to a future Report to the Parish Council from Ian Hill, Rachel Huckvale and Tony Williamson, indicating that all the necessary information has been

received from the County Council and that a satisfactory report has then been received from WPC solicitor.

#### **Review of WPC Procedures and Policies**

**Resolved:** That Council accept the five following Policies and Procedures For 2017.

1. Standing Orders
2. Grievance Procedure
3. Disciplinary Procedure
4. Social Media Policy until Council accepts the Communication Policy which would then include Social Media Policies.
5. Safeguarding and Children's Protection Policy

#### **Risk Assessment**

**Resolved:** That we adopt the attached Risk Assessment for 2017.

#### **Communications Policy**

**Resolved:** That we adopt the attached Communications Policy for 2017.

#### **Co-option Process**

**Resolved:** That the process for co-option of a new councillor as described below be adopted with immediate effect.

- 1 The Clerk obtains approval to co-opt from SODC as usual
- 2 The vacancy is advertised for a period of 4 weeks
- 3 Any elector who would like to be considered should write to the Clerk giving their experience, why they would like to be a councillor and any interests they think will contribute to their role as Councillor
- 4 An interview date is allocated no later than 2 weeks after applications close, and all councillors are invited to attend the interviews
- 5 Each candidate will be interviewed in turn with no other candidates present
- 6 Following the final interview all councillors who attended the interviews will have an extraordinary meeting and agree by show of hands their preference. If there are more than two candidates, a series of votes will be held, eliminating the candidate with fewest votes on each occasion, until a single candidate has more than 50% of the votes cast.
- 7 The elected councillor will then be invited to next Full Council meeting as a Councillor.

#### **Adoption of BT Red Telephone Box**

**Resolved** That Watlington Parish Council do not adopt this telephone box.

#### **D. OPERATIONS –18/21/2017 – Tom Bindoff**

**Resolved:** That Council accept these Minutes

**Hedges –** TB reported that the hedges that were due to be cut have now all been done.

**Culverts in Brook Street/The Goggs –** TB stated that OCC have now agreed to flush these out and also put down a camera in the next Financial Year. We will then know if the pipes are blocked or if there is just not enough capacity.

#### **E. ALLOTMENTS – Nicky Smallbone**

NS reported that the allotment side of the hedge has been cut as well as WPC cutting the recreation ground side and the top. There will be hazel coppicing done soon and if anyone needs bean poles to come and collect from the Allotments.

#### **F. PAVILION AND SPORTS FIELD –** Notes attached from the meeting held on 30/1/2017

IH stated that as only Keith Woolfson was present from WFC and there were no representatives from WCC it was agreed to hold an informal meeting as decisions would not have been able to be made. Useful discussions were held on a number of issues. Any Financial related issues were not

discussed as no agreement could have been made. However these will need to be discussed and accepted at the next meeting. It was suggested that perhaps meeting on a Sunday evening would be better for the Sports Club, and WPC members agreed that they would be happy to attend a Sunday meeting if it meant all sections were represented.

#### **G. NEIGHBOURHOOD PLAN STEERING COMMITTEE – 9/1/2017 and 6/2/2017**

**Resolved:** That Council accept these Minutes

*Gill Bindoff had hoped to be in attendance for this item to answer any questions on behalf of the NP Forum but unfortunately had to send her apologies.*

#### **Report from NP Steering Committee**

IH, TJ and Gill Bindoff attended a meeting with Peter Canavan (SODC). SODC are now saying that an alternative route around Watlington will be included as a strategic requirement in the next draft of the Local Plan. IH said that it will not be for us to choose the route but it is important the NP defines the route we want for Watlington as far as it is able to as this will provide guidance to SODC as to what Watlington residents would be happy with. We need to get this information into our NP as soon as we are able to.

As regards the number of houses we are not allowed to state a maximum we can only state a minimum. TJ said that we could quote the number on the Kirkham Report of 300 (which excluded WAT 8 which is in Pyrton) with an explanation of having a minimum impact on AONB, green areas etc.

TJ stated that as regards Traffic Management we have now had confirmation from Locality that we can now do traffic modelling in the centre of Watlington instead of having to do it for specific sites. MR said that this is an important landmark in the NP process. The NP Forum have put in a huge amount of work to get to this stage.

JB noted that it is important that we do not tie ourselves too tightly to anything specific as we need to test the viability of an alternative route. An option of having it further out to WAT10 would perhaps be a good solution but may need a higher number than 400 houses. If done right with block of housing, green areas and nice places to live there could be a very successful expansion of Watlington with more than 400 houses. The NP needs to concentrate on sites that could support an alternative route.

TB said that it is hoped to have more information for the next Full Council meeting but this needs to be discussed by the Steering Committee first. Peter Canavan has agreed with Gill Bindoff that once we have a draft NP completed he will arrange a meeting with the NP, OCC and SODC to discuss road issues. IH said that with or without the Chalgrove Proposal SODC will still put in a Strategic Route for Watlington into the Local Plan to 2032.

After discussion it was:

**Resolved Unanimously:** That Council to accept this report (attached to these minutes) on the way go to forward on the outline proposals:

- Provision for an alternative route round the north and west of the town in the form of a re-aligned B4009
- A target of 400 new homes in the Watlington settlement area. SODC now seems to suggest that 400 are needed to fund the road, augmented by some public funding.
- Proposals for traffic management to reduce the impact of traffic through the centre of Watlington and to improve air quality.

27/17. **Consultation on Oxfordshire Minerals and Waste Local Plan – Proposed main modifications.** Do we wish to respond – this was attached to the Agenda.

**Resolved:** That Ian Hill review this document to see if there are any implication for Watlington and if so a response to be sent to OCC.

28/17 Correspondence for Information - List Attached to Agenda

**Letter No 31** – Request from Watlington Primary School to put up banners in the Town to promote the school. It was agreed that the Town Hall was not a suitable place to put up these banners but it was thought that one on the Shirburn Road would be acceptable, subject to approval by OCC. It was noted that banners should not be put up for more than 2 months at a time.

29/17 Reports from Organisations and Representation on other bodies

**Children's Centre** – SvP said that there is a lot of good news. There is a £1M Transition Fund available from OCC for Children's Centres to apply for and they have been successful and been awarded £30,000, £10,000pa for the next 3 years. It will cost £30,000 a year to run the service and they have secured the full amount for year 1 and approx £20,000 pa for year 2 and 3 mostly from OCC and Chalgrove & Watlington PC. They are looking into alternative funding streams. The staff will be self-employed initially. They have selected a Centre Co-ordinator and 2 play workers who will be offered the posts shortly.

They are hoping to launch the new service on 8<sup>th</sup> March 2017.

**Charlotte Coxe Shadow Watlington Trustee Body** – attached Minutes from the Meeting 27/1/2017 for information.

**Icknield Community College** – MR and FP to organise a meeting with ICC to form stronger links with them. It was thought this would be best done as soon as possible.

**Watlington Post Office** - TB asked if a formal letter of thanks be sent to the Post Office to Nicky and her staff and also for WPC to put something into the Watlington Times. This was agreed. TB will organise a collection amongst Councillors to send flowers to Nicky for all her work and for the respect they have given their customers during her time in Watlington.

**Town Hall Charity Trust Body** – IH asked that with the resignation of Robin Wilson of the Trust Body would any Councillor like to be a member of this.

30/17 Other Matters for Discussion at the discretion of Chair

**Resignation of Jon Lorimer** – IH said that this has left the Planning, PSFC needing a new member. This will be on the agenda for the next Full Council Meeting.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.38PM**