



## Minutes of the Meeting of Full Council Held in the Community Office at 8.00pm on Tuesday 11<sup>th</sup> July 2017

**Present:**

**Councillors:**

Ian Hill – Chairman (IH)  
Matt Reid – Vice-Chairman (MR)  
Fiona Paterson (FP)  
Tom Bindoff (TB)  
Nicky Smallbone (NS)  
Tony Williamson (TW)  
Roger Beattie (RB)  
Terry Jackson (TJ)  
Rob Smith (RS)  
Rachel Huckvale (RH)  
Jeremy Bell (JB)  
Fergus Lapage (FL)

**Officer:**

Denise Allnutt (DA)

**County Councillor:**

Steve Harrod (SH)

**Highways:**

Keith Stenning (KS)

**In attendance:**

Gill Bindoff (GB)  
Peter Richardson (PR)

97/17 Apologies for absence  
Bob West.

98/17 Chairman's Remarks  
There were none.

99/17 To receive Declarations of Interest

**Agenda Item 14 – Proposal from WADAC** – TW declared an interest in that he has been involved with WADAC for 25 years and is the Chairman, but he has no financial interest. He updated the meeting on the situation and then left the room whilst the proposals were discussed

100/17 Minutes of the Full Council Meetings held on the 9<sup>th</sup> May 2017 and 13<sup>th</sup> and 27<sup>th</sup> June 2017 to be signed as a correct record

There was one minor alteration to minutes for 13<sup>th</sup> June to 93/17 item G to take out “will be done by John Cotton (Leader of SODC)”.

**Resolved:** That the minutes of each of the above be accepted as a correct record

101/17 Minutes Annual Parish Meeting held at Watlington Club on the 18th May 2017 to be accepted

**Resolved:** That the minutes of the 2017 Annual Meeting above be accepted

102/17 Matters arising from the Minutes

There were none other than agenda items.

103/17 Public Questions

There were none notified.

104/17 District Councillors Report  
There was no report

105/17 County Council Highways Report – Keith Stenning  
**White Line by the Town Hall** – This will be marked out by OCC by the end of the summer

**Britwell Road Traffic Calming**– The engineers are still looking into possible safer solutions. Funds were available if a solution can be found

**Christmas Common change of priority** – KS reported that the engineers were not happy with the proposed changes as they were worried about traffic flow and congestion. He agreed to go back to them again as the meeting felt the local parishioners views about safety should be addressed.

**Brook Street trench** – The trench was being examined and a core sample taken to determine if the problem has been caused by utility company activity, in which case they would be liable for the works to mend it. Otherwise it will be an OCC responsibility.

**Kerbstone at Peppermint Line** – This will be a very difficult problem to solve as it would involve closing the road and, therefore, the whole town.

**Roundabout – Cuxham Road and potholes around the town** - RS asked about the green and white markings around the roundabout. KS said that the road at the roundabout would be resurfaced shortly. KS said marks around potholes were indicative of patching work to be carried out. MR asked what the time scale was and KS explained that white lines meant the work will be carried out within 28 days and red lines meant works will be carried out between 2 hours and 24 hours. He asked the meeting to remind local people not to draw their own lines around holes as this confuses the situation. He also explained that intervention level was when the holes were deeper than 40ml. All A-roads and town centres are inspected monthly, other roads annually and the public can report holes on Fix My Street.

**Driving across roundabout** – RS asked if there was anything that could be done to discourage vehicles from breaching the roundabout and, therefore, driving dangerously fast across the junction. KS recommended that the local PCSO be contacted.

**Brook Street – vehicles driving on pavement** - TJ asked if there was anything that could be done to alleviate this problem but KS pointed out that unfortunately the narrow carriageway made it impossible for traffic to pass each other if they did not do this and could offer no solution.

**Vegetation covering Road Signs** – KS said there was no budget for this work at present but his department had prepared a paper to go to cabinet about this and was hopeful that more budget would be forthcoming in the future.

**Other business** – TB reported an OCC vehicle that appeared to be either discharging or drawing from the Brook in Cuxham Road. KS to investigate. TJ showed some Yellow Fish plastic plaques that can be stuck near drains to remind people that only rain goes in drains. KS said there would be no objections to that. RS asked KS if he know anything about the MOD site wood pile, which he did not. KT and JB have both reported it.

106/17 County Councillors Report - Steve Harrod  
His Monthly Report had been emailed to Councillors, but had been received too late to circulate before this meeting  
SH gave an update on current Watlington issues. He pointed TW in the direction of the community fund (a link for which is in his newsletter) which might have funds for the WADAC scheme.  
IH told SH about the possibility that OCC would withdraw the Comet service next year. SH will look into this.

107/17 **Neighbourhood Development Plan**  
Presentation of Neighbourhood Development Plan for approval by Council prior to submission to SODC for review and independent examination

GB handed out notes for the meeting. The comments received from the public consultations have now been incorporated into the document. However, it has come to their attention that The Environmental Agency will require a flood zone assessment because development sites have been designated, and that the plan cannot be submitted until this is done.

Additionally, it was proposed that an independent professional assessor be engaged to 'health check' the document before submission to ensure that it is as complete and correct as possible. A register of assessors have been approved to deal with these projects and charge fees estimated at £375 a day plus VAT. It is estimated that the work should take no more than 2 days to complete. TW congratulated the team on work they have done on this project and recommended that they did engage a professional assessor as soon as possible so that the plan can be submitted as soon as possible, the referendum held, as scheduled, this year. IH said that it could be financed from the existing ongoing budget and if extra funds were needed at a later date for other ongoing costs the finance committee can be approached then.

The meeting was asked to vote on the following proposals:

- 1 Approve the draft documents you have seen  
**Vote 11 in favour, 1 abstention – Resolved**
- 2 Approve publication of the latest drafts on the website  
**Vote 11 in favour, 1 abstention – Resolved**
- 3 Approve the appointment of an examiner to carry out a 'health check' of the WNDP in advance of submitting the WNDP to SODC  
**Vote 10 in favour, 2 abstentions - Resolved**
- 4 Approve publication of the outcomes of consultation 3  
**Vote 11 in favour, 1 abstention – Resolved**
- 5 Approve publication of all comments received during consultation 3 including the responses from the statutory consultees and letters from individuals. (The meeting added to this the proviso that names of correspondents that wrote letters should **not** be published.)  
**Vote: 11 in favour, 1 abstention – Resolved**

**Recommendation to Council:** That the Watlington Neighbourhood Plan dated 06.07.17, accepted by the steering committee on 3<sup>rd</sup> July 2017 be approved for issue to SODC for formal review and submission for independent examination:

**Resolved:** That this recommendation to be carried forward to another meeting in August to discuss further once the additional work needed as recorded above had been completed.

108/17 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 and that they be signed by the Chairman and the Chairman of Finance.

109/17 Committees:

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

**B: PLANNING** – 4/7/2017- JB suggested some minor corrections

**Resolved:** That Council accept these Minutes.

**C: STRATEGY**- There has been no meeting

**Parish Council Committees –**

Following changes made following the June Full Council meeting:

**Recommendation To Council:** That the Terms of Reference for Full Council, Operations, Planning, Finance and Staff, Strategy, PSFC be accepted.

It was noted that some references to Action Boards remained in the Terms of Reference, and agreed that IH would correct these and bring this recommendation back to the next Full Council meeting.

**D. OPERATIONS** –21/6/17 – Tom Bindoff

**Resolved:** That Council accept these Minutes

**E. ALLOTMENTS – Nicky Smallbone**  
Nothing to report

**F. PAVILION AND SPORTS FIELD – 11/6/2017**  
**Resolved:** That Council accept these minutes

**G. NEIGHBOURHOOD PLAN STEERING COMMITTEE – 3/7/17**  
**Resolved:** That Council accept these Minutes.

110/17 Watlington Age and District Concern

WADAC ask for council agreement to put forward the following question, 1-5 to SOHA and ask approval from Council for points 6-9.

**WADAC should put to SOHA**

1. That the new door proceed, paid for by the present lease-holder (Parish Council)
2. That the Lease, which will run out in about 5 years, be extended for a further 25 Years
3. That the lease be transferred from the Parish Council to WADAC
4. That the Lease be extended to include the use of the office by WADAC one or two days a week for Chiropodist, Solicitor etc. and that for this purpose an examination bed be installed by WADAC
5. That WADAC have a filing cabinet in the Office and the right to use the Office for clerical purposes, at times when SOHA are not using it.

**and that WADAC would agree with WPC -**

6. That WADAC would reimburse the cost of the door (less VAT)
7. That WADAC would be investigate applying to the Leader Fund for a grant towards the cost of the door
8. That WPC would continue to manage the bookings of the West Room in afternoons, evenings and week-ends
9. That WPC would have free use of the West Room for 5 (or 10) years

There was much discussion about all of the above but particularly regarding the lease and the opinions of Old School Place residents. It was felt that there needed to be more clarification about this and the various other questions that have arisen. IH proposed that a group be formed to look at all aspects of this matter to include representatives from WPC (TJ and RB volunteered), the occupants of Old School Place and WADAC.

IH proposed that we continue with planning discussions needed to get agreement on the new door, and the proposed group be asked to investigate further the issue of the lease and transfer of the West Room to WADAC.

Matter carried forward to next meeting.

111/17 During the course of the above discussion it being 10pm, IH proposed that the meeting to be extended for 15 minutes

**Resolved:** That extension be agreed -unanimous

112/17 Correspondence for Information - List was attached to Agenda  
There was no correspondence that needed discussion.

113/17 Reports from Organisations and Representation on other bodies  
There were none.

114/17 Other Matters for Discussion at the discretion of Chair  
There were none.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10.10 pm**

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