

# Minutes of the Meeting of Full Council Held in the Community Office at 8pm on Tuesday 11<sup>th</sup> March 2014

## Present

### Councillors:

Ian Hill – Chairman  
David Tindale – Vice-Chairman  
Tony Williamson  
Robert Barber  
Rhian Woods  
Barry Adby  
Robin Wilson  
Roddy Orr  
Neil Boddington  
Tim Horton  
Nick Greaves

### Officer:

Kristina Tynan

### Press:

David White – Henley Standard

### Members of the Public:

7

33/14 Apologies for absence  
Bob West

34/14 Chairman's Remarks  
There were none

35/14 To receive Declarations of Interest

**Flooding and the Goggs** – TH declared a prejudicial interest in this item as he is a riparian owner of the stream. He signed the 'Declaration of Interest' book and left the room for this item.

**Flooding and the Goggs** – TW said that he is a resident of The Goggs but that he does not have a prejudicial interest in this item and therefore will not withdraw from the meeting.

36/14 Minutes of the Full Council Meeting held on the 11<sup>th</sup> and 25<sup>th</sup> February 2014 to be signed as a correct record

**Minutes from 11/3/2013** – the following amendments were made:

**Page 13 Minute reference 23/14** – that in the second paragraph, line 8 that the sentence 'RB said that he.....wider consultation' be removed.

**Page 16 Minute reference 28/14** – that in the third paragraph, line 5 that 'just managed' be replaced with 'received' and that in the fourth paragraph, line one 'Development' be replaced with 'Business' and the same in line change to be made in line 5.

**Page 17 Minute reference 31/14** Town Hall Charity Body - line 1 that 'reported' be changed to 'recommended'.

**Resolved:** That with the amendments above these minutes be agreed as a correct record of the meetings and that they be signed by the Chairman

37/14 Matters arising from the Minutes

**Boiler in the Community Office**– TH reported that the order has been put in for the new boiler and it should be installed either on Friday or early next week. At the Finance meeting it was agreed that £500 come out of the Central Services Contingency Fund for 2015/2016 and the remaining money to be taken out of uncommitted reserves.

38/14 Public Questions

It was noted that we have received no public questions. However IH stated that Matt Reid – Acting interim Chairman of the Sports Club has asked to speak to Council on issues regarding the Sports Field and Pavilion. IH proposed that the meeting is adjourned for 5 minutes and that we allow Matt Reid to address Council.

**Resolved:** That the meeting is adjourned for 5 minutes to allow Matt Reid to address Council.

Mr Reid then addressed Council on the arrangements of the Committee Structure of the PSFC.

The meeting then reconvened.

39/14 District Councillors Report

Anna Badcock was due to attend tonight but is unwell and has sent her apologies. There is therefore no District Councillor report.

**Flooding in The Goggs**

Tony Williamson said that he had wished to bring up the Flooding in the Goggs for the District Councillors comments but has emailed both Anna Badcock and Angie Paterson on this issue. There has been a stream running 2ft deep along The Goggs for 5 weeks now. TW said he has also been in contact with OCC and has a reference number for this issue.

He advised Council that he has asked there to be a meeting with SODC, OCC and the Environment Agency. He made reference to the email from Robert Barber (6/3/3014) regarding flooding issues in West Meadows following RB's meeting with the Environment Agency. Their advice was to do nothing at present. He also mentioned the comment that the higher up the catchment the water is held the better news for The Goggs.

It was agreed that the best way forward is to have a meeting with all concerned parties and work out a strategic way forward. A map will be needed to show where all the water is presently is. It was noted that 2 residents of this area have had to move out due to their properties being flooded and more properties may have been affected if it were not for the fantastic efforts of local people digging trenches in the field. One elderly resident is unable to leave her property unless she is collected by car as she cannot use her 'buggy' as the water is too deep to use it.

IH stated that he has had a meeting with the tenant of the field which was dug up and she stated that she had asked to talk to SODC about the flooding problem a week before the floods started but they would not engage with her. It was agreed that IH gives her the response from the Environment Agency. Her family have rented this field for over 60 years and it has never been flooded before.

BA stated that there is also a problem with flooding in Brook Street and thinks that this problem lies with Thames Water. OCC have said that they have done all they can and that it is now down to Thames Water. RB said he has spoken to John Backley at SODC who has said that all flooding issues

have been passed to SODC from OCC. SODC have a consultant from Monson, David Baldwin who is willing to come out and meet with us.

IH asked if RB and BA would take a lead on this issue and organise a meeting with all involved parties. The 6<sup>th</sup> or 7<sup>th</sup> April could be suitable dates if a meeting could be arranged.

**Resolved: That RB and BA organise a meeting with SODC, OCC, Environment Agency, and Thames Water.**

### **Flooding Problems in other Areas of Watlington**

It was noted that Shirburn Street has had a river of water which has ended up running past the Town Hall and down the High Street and this water could also have ended up in The Goggs.

It was agreed that we need to make a list of all flooding problems that have happened in the Town.

**RB and BA to make a list of these and take photos and mark up on a map.**

#### 40/14 County Councillors Report

There was no report. The By-Election for a new County Councillor will be held on 27/3/2014.

#### 41/14 Thames Valley Police Report

PCSO Michelle Jacques had sent the following report:

**Op Maginot** -To detect and deter travelling criminals. Intelligence gathering using ANPR capability with a high visibility Police presence. (ANPR Automatic number plate recognition)

**Op Magpie** - Vehicles leaving any items on display are noted by officers on patrol and a letter sent to the registered owner. Letters are advisory only.

**Good Work & Incidents** - Unfortunately due to resources dealing with flooding the planned parking initiative was postponed. This will be re planned over the next coming months. Part of a target operation in February saw drivers given fixed penalty notices and words of advice by Officers in Watlington. Drivers caught using a mobile phone or not wearing a seat belt were stopped on the B4009 Watlington.

The surrounding area and back roads were heavily affected by last month's flooding which caused major disruption. Police assisted partner agencies throughout this time and resources were deployed to a multitude of incidents. Highways were overwhelmed with incidents of trees down as well as the national flooding. Farmers and local residents assisted in the removal of large branches and trees which meant officers were able to re- open roads quickly. The neighbourhood team would like to thank the local community for their invaluable assistance and patience given the difficult circumstances.

#### 42/14 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.

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

TH said that the outgoing County Councillor, Caroline Newton has made a £3,000 donation towards cricket facilities. This has been paid to the Parish Council. He asked permission to purchase cricket nets which will be owned by the Parish Council to be delegated to himself and the Clerk as this would need to be done before the end of March. This purchase would also need to be added to our Insurance Policy.

**Resolved:** That Council give consent to Ian Hill, Tim Horton and the Clerk to have delegated authority to purchase the cricket nets if the Cricket Club do not decide to go on a different route. The cricket nets would then be owned by the WPC and must be available to all who play cricket on the facility. If WPC purchase the nets the Finance Committee will then discuss insurance and good maintenance of this asset.

43/14 Committees:

**A: FINANCE - 25/2/2014 – Tim Horton**

**Resolved:** That these minutes be accepted by Council

**NPCC**

**Resolved:** That Council support advertising for an administrative officer for the NPCC on the basis of the budget which has been drawn up.

### **Staff Salaries**

TH stated that the Finance Committee budgeted that the Clerk move one point up the incremental NALC scale and that all staff have a 1% increase in their salaries as recommended by NALC

**Resolved:** That the Clerk move one point up the incremental scale to LC2 31. That the Clerk, Assistant to the Clerk and the Caretaker have a 1% increase in their salaries in line with the NALC guidelines as from the 1<sup>st</sup> April 2014.

### **Grass Cutting Tender for 1 April 2014 -31/3/2014**

TH said that the Finance Committee reviewed the three companies that tendered for this contract.

**Resolved:** That we appoint Berinsfield Community Business as our Contractor for the next three years (1/4/14 – 31/3/2017) subject to an agreement that if the rates are to vary after 1 year that Council will need to agree to any increase in costs.

### **Financial Briefing from NALC re current position on Legislative Reform Order which will repeal s150 (5) of the Local Government Act 1972**

This relates to the repeal of the requirement for cheques or other payable orders having to be signed off by two signatories and would allow Councils to pay by BACS or other means subject to having in place effective systems an arrangements compliant with the proper practices before it seeks to abandon the two signature rule. This was discussed and the following agreed:

**Resolved:** That we support the principle of this subject to further detail from NALC

### **Internal Audit for 2013/2014 – Appointment of Internal Auditor**

**Resolved:** That we appoint Roger Symes as our internal auditor for Year End March 2013

### **Review of the Effectiveness of the Internal Audit.**

**Resolved:** ‘The main role of the Internal Auditor is to check all the financial and accountable records that the Clerk must keep. This is done soon after the end of the financial year and involves all the financial transactions and both the legal authority and procedural authority for such transactions - eg the signed minutes of all meetings. Once the Internal Auditor is satisfied with the accounts and records, the Clerk prepares the relatively brief submission to the External Auditor. During the year the Clerk occasionally seeks his advice - eg in transferring the Receipt and Payment accounts, operated through the year, into Accrual accounts needed for audit. Were the Clerk to leave or become temporarily unavailable, the Internal Auditor would assist a new or acting clerk’.

**B: PLANNING –4/3/2014 – Robert Barber**

**Resolved:** That these minutes be accepted by Council

RB reported on 2 applications that the Planning Committee had considered.

**P14/S0160/FUL Webbs Yard, Watlington** -Replacement of permanent mobile home with two-bedroom bungalow. WPC put in a comment of -

NO STRONG VIEWS but with a comment that in the light of the recent severe flooding in Watlington and the proximity of this proposed dwelling to the outflow streams of water from the Watlington catchment and its location in an established flood zone we urge SODC to look very carefully into the flood risk associated with this application.

**P14/S0434/FUL 78 Hill Road, Watlington** - Demolition of existing bungalow and erection of two 5 bedroom detached dwellings with relocation of vehicular access and below ground parking. WPC objected to this on the grounds of: Overdevelopment, Overbearing, too close to the boundary, too deep, too high. Loss of privacy and enjoyment of amenity for neighbouring properties.

**Planning Award**

**Resolved:** That as we do not have sufficient nominations to recommend an award, that we do not present a Planning Award for 2014. The two nominations we have received will be kept on file for discussion next year on the Planning Award.

**C: STRATEGY** – There has been no meeting.

DT stated that a Vice-Chairman for this committee will need to be elected at the next meeting on the 25<sup>th</sup> March.

**D. OPERATIONS** – 19/2/2014 – Barry Adby

**Resolved:** That these minutes be accepted by Council

**Facebook Page for Watlington Parish Council**

**Resolved:** That the Parish Council set up a Facebook page subject to agreed settings and how it would be monitored.

**E. ALLOTMENTS** – It was noted that a number of allotments have been flooded during the recent wet weather.

**F. PAVILION AND SPORTS FIELD** – There has been no meeting.

The next meeting will be held on Monday 7<sup>th</sup> April.

**G. AFFORDABLE HOUSING** – There has been no meeting.

**H. NEIGHBOURHOOD PLAN CORE COMMITTEE** – 19/2/2014 – Ian Hill

**Resolved:** That these minutes be accepted by Council

IH reported that the meetings have been devoted to arranging the first public meeting which is a drop in event on the 21<sup>st</sup> and 22<sup>nd</sup> March in the Memorial Club. A leaflet is currently being printed and this needs to be distributed and asked for Councillors help in delivering them to the local area. He stated that some may have to be posted. He said that he hoped Councillors would attend the drop in event.

44/14 Committee Structure Review

It was noted that a meeting of the Chairs of Committee and other interested Councillors needs to take place very soon and then this issue will be discussed at the Strategy Committee meeting on 25<sup>th</sup> March.

45/14 Correspondence for Information - **List Attached to Agenda**

Correspondence was noted.

46/14 Reports from Organisations and Representation on other bodies – To note reports that have been received

The report from WATNEXT was attached to the agenda and the information was noted. RB stated that he has looked at their website and that they seem to have plagiarised a lot of information from the Parish Council website.

47/14 Other Matters for Discussion at the discretion of Chair  
*To note any other matters raised by Members of the Council*

**Meeting with John Howell and other Parishes on the 7<sup>th</sup> March 2014** – IH reported this meeting was fairly useful and that it did look at area wide issues. The meeting ended with 4 groups being set up to look at the following issues; signage and maps, speeding and enforcement, HGVS and how they can be aware of where they should go , identifying appropriate people in all organisations in order to action things.

IH stated that another meeting will be set up in April and the subgroups will report back on their findings.

TH stated that last week it was announced that Oxfordshire is to have 4,000 houses more than originally stated and that distribution may go to the large villages by a disproportionate amount and that we need to see planning for traffic growth. TW said that the NP team have made an assumption of 79 houses for Watlington but it could be 2 or 3 times more than that. It is a major issue which is quite immediate for us. IH said that it may be difficult as we may have completed the NP before we have been given an actual number. NB said that we should ask our residents if we should have more houses.

**Friends of the Ridgeway** – RO said that he has been approached by this group with regard to the abuse of the stretch of the Ridgeway by Lys Mill. There is much wear on the road and verges and lots of litter. Also hedges are being used as lavatories. They are upset that there is a lack of community support on this. RW said that the photos she used in the Lys Mill planning application submission showed the poor condition of the Ridgeway and that there is huge support from the community and the Parish Council have clearly demonstrated their unhappiness within the submission.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.45PM**