



## Minutes of the Meeting of Full Council held in the Community Office Held at 8.00pm on Tuesday 13th November 2018

**Present:**

**Councillors:**

Matt Reid (MR) - Chairman  
Ian Hill (IH) - Vice-Chairman  
Nicky Smallbone (NS)  
Terry Jackson (TJ)  
Fergus Lapage (FL)  
Roger Beattie (RB)  
Tom Bindoff (TB)  
Tony Williamson (TW)  
Jeremy Bell (JB)  
Stephanie Van de Pette (SvP)  
Fiona Butler (FB)

**Officer:**

Kristina Tynan (KT)

**Press:**

David White – Henley Standard

**Members of the Public:**

5

150/18 Apologies for absence

Andrew McAuley, Bob West, Rob Smith.

151/18 Chairman's Remarks

There were none.

152/18 To receive Declarations of Interest

There were none declared.

153/18 Minutes of the Full Council Meeting held on 9<sup>th</sup> October 2018 to be signed as a correct record

The following amendments were agreed; Young Peoples Fund, Minute 144/18A 'Brow' to be changed to 'Brown'; End of Term Party; Minute 144/18C dates suggested to be changed to Saturday 6<sup>th</sup> or Saturday 13<sup>th</sup> April; Pyrton Lane Improvements; Minute 144/18D, 'Aaron Wisden' to be changed 'Aaron Wisdom'.

**Resolved:** That with the three changes above, these minutes are a correct record of these meetings and that they be signed by the Chairman

154/18 Matters arising from the Minutes

**1 Update on Meeting held with Steve Harrod about the OCC New Operating Model** (Minute 141/18 refers) - TW said that this was raised at the October Full Council meeting in respect of how this will affect Parish Councils and their financial obligations. TW said that OCC have a major strategy of reducing expenditure by £50M and how they are going to do it. SH said he is aware of some digital exchanges, while there is value and importance of having one phone number it does make it very difficult to actually speak to people. They will be looking at the IT needs, data bases and a better method of OCC departments communicating with each other as they do not have an efficient way of doing this at present. SvP said what are the opportunities for us to work better with OCC and to strengthen links.

One of their major strategies is to get rid of anything that is not a statutory requirement eg libraries, children's centres, Youth and old people. TW said that there was not much substance on these in the

report. OCC are planning on borrowing £200M of their own reserves and will spend £60M on schools and £120M on highways. They will be improving the fabric of schools and it is hoped that they may spend some money on the Icknield Community College.

IH said that regarding highway issues the hope is to have one person dealing with a specific area unlike now when we have to deal with multiple people depending on the issue. TB stated that we did flag up with SH that now a number of parishes have Neighbourhood Plans and that it would be useful to have an officer to deal with parishes with regard to planning applications and mitigation. MR said that they are considering having an automated response to regular common questions.

**2 Oxfordshire- Cambridge Expressway** (Minute 145/18 2 refers) – TB asked if we had yet had a response to our comments sent on this. KT said that we have not. It was agreed that KT send an email regarding this.

**3. End of Term Party** – (Minute 144/18 C Strategy refers) - TW said that this will take place on Saturday 6<sup>th</sup> April 2019 and will be held at his house. He thanked KT for her help on this.

**4. Factual update sent to the Examiner on Pyrton NP Consultation** (Minute 144/18 F refers) – TW asked if any update on the edge road has been sent by Aaron Wisdom at OCC. There has been no update and it was agreed that we ask Steve Harrod and Jason Sherwood for a progress update. It was noted that there will not be a Public Hearing on the Pyrton Neighbourhood Plan following the Examiner's report. It should be decided in November.

**5. T1 Bus Service** (Minute 149/18 refers) – TJ stated that the timetable is to change, and the service will be increased due to money being given from the Stadhampton development in the form of a S106 agreement. She said she has written to the OCC Bus Officer.

IH said that he attended a meeting of the 5 Parishes Bus Group (which includes Stadhampton) last night. Thames Travel are re-instating the 6am service and there will be another evening service added. Thames Travel have requested OCC for permission for these and the group is hopeful that these additions will happen. Any change would happen in January 2019. It was noted that Chalgrove will be receiving S106 money for the 325 new houses and it would be useful to know what money they will have available.

155/18 Public Questions

There were none notified.

156/18 County Councillors Report

Clr Stephen Harrod had sent his monthly report which was circulated to all Councillors.

157/18 District Councillors Report

Clr Anna Badcock had sent the SODC monthly report, which TB said was requested at the SODC meeting. It was said that this is helpful. TB stated that there is also a Planning monthly report, but we have not been sent this

However, it was agreed to ask her that this comes to us as a Councillor report and not a Conservative report as it is not a party-political issue. KT will email and request this from Anna as well as requesting the Planning report.

158/18 To receive the Balance of Accounts, Receipts received and approve the list of Payments to be settled.

NS read out the Balance of Accounts and proposed that the list of payments be settled as per the prescribed process. The receipts were also noted.

*(This information is attached as an addendum to these minutes).*

**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.

159/18 Committees:

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

NS said that the next meeting will be on the 27<sup>th</sup> November and the Budget for 2019/2020 will be one of the main items.

**B: PLANNING** – 6/11/2018 – Matt Reid

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

MR said that Rob Smith had chaired the meeting and did a very good job.

**7 Cuxham Road** – This was the only application that the Committee objected to on the ground that the proposed building is the size of a double garage – not insubstantial. It is in a conservation area, and in the front garden area of a well-proportioned house which makes a positive contribution to Cuxham Road, one of the entrance ways into Watlington. The proposed garden building is no more than a wooden shed and incompatible in terms of proportion and materials to the Conservation area and the host dwelling.

There was also an interesting update on CIL and MR said that the NPAB Committee have decided on a system of keeping a register of CIL on submitted applications and what CIL money will be due. CIL money can be used for traffic calming measures.

TW asked if one-way systems for the town are being looked at. He was informed that this would not be possible to put in place until the Edge Road is built. TB said it is not part of the Traffic Groups recommendations at this stage as it is a long way away.

**C: STRATEGY- 23/10/2018** – Stephanie Van de Pette

**Resolved:** That Council accept these Minutes

#### **WBA and Art Week**

SvP reported that at the last WBA meeting they said that they are going to be part of Art Week. They would like a sculptor to have his sculptures on display in the paddock.

**Vote:** Unanimous in favour

**Resolved** That we allow the Paddock to be used by WBA for Art Week in 2019 with the proviso that it is left as it is found and any damage is made good. The Clerk to arrange a cut of the grass areas the week before with Berinsfield.

**Friends of Watlington Library (FOWL)** – to nominate a representative.

**Vote:** Unanimous in favour.

**Resolved:** That Fergus Lapage be appointed as the WPC representative on FOWL.

**Watlington Youth Club Committee** - to nominate a representative.

**Vote:** Unanimous in favour.

**Resolved:** That Stephanie Van de Pette be appointed as the WPC representative on Watlington Youth Club.

SvP stated that the one of the main topics for the next meeting will be sport and recreation and Gill Bindoff will be leading on this. NS and RS have been invited to attend this meeting.

**D. OPERATIONS** – 17/10/2018 – Tom Bindoff

**Resolved:** That Council accept these Minutes

TB said that a site visit this Friday has been arranged to look at Footpath 13 and Peter Logan will attend. He also stated that PL has made a start on the application for TOE funding. If grant funding is successful, we would be looking to start it in the summer of 2018.

#### **Terms of Reference**

**Resolved:** That the Operations Terms of Reference be approved.

**Red Kites** – It was noted that the Head teacher of Icknield has banned children for taking food onto the playing fields. It was also noted that most red kites go away in the winter.

**E. PAVILION AND SPORTS FIELD** – 29/10/2018 – Roger Beattie

**Resolved:** That Council accept these Minutes

RB reported that Neil Boddington was elected as Vice-Chairman.

Regarding the Stewardship Agreements he said that WPC need to take a stern hand on getting these

signed. There is a list of jobs that need attending to and he and Bob Thomas will see what they can get fixed. There are also a few items that our Electrician needs to deal with. RB said that the sections are using some changing rooms as storage rooms but just dumping things in them and not in a tidy fashion. They are checked regularly.

#### **F. NEIGHBOURHOOD PLAN ADVISORY BOARD – 15/10/2018- Terry Jackson**

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

TJ said that there was a good discussion on CIL and the committee have provisionally put together a priority list of 7 items

- Traffic management improvements informed by the Watlington Traffic Management Plan (WNDP13)
- Contributions to the cost of providing new and improved facilities for sports and recreation
- Improved provision for youth groups including a new, refurbished or extended building
- New and improved community facilities – including facilities at St Leonards Church
- Improvement and creation of local footpaths as listed in the Green Spaces Paper (WNDP10)
- Improvements to the management of water courses to reduce the risk of flooding
- Improvements to the public realm at the town centre

TJ stated that at the Xmas Fair there will be a chance for people to vote on each issue by putting a bead into the relevant jar.

The NPAB have had a meeting with Anne Lankaster from the Oxford Clinical Commissioning Service regarding her position with CIL money and how the Doctors and Dentists cope with the extra houses. TB said that the Doctors surgeries are becoming digitalised and this will free up extra room.

#### **G. ALLOTMENTS – There has been no meeting**

NS reported that the new committee will be appointed by the Operations Committee at their next meeting.

#### 160/18 General Issues

1. **High Street Closure** - 5<sup>th</sup>- 9<sup>th</sup> November for British Gas Works (Contractors SGN) - The signage has been poor and wrong sending vehicles down Love Lane and Chapel Street, businesses have reported a severe loss in trade and the contractors have spent a lot of time sitting in their van with no work being carried out. Should we complain to British Gas about these issues?

IH said that when we get notice of a road closure it is important that we check their proposal on diversions and signs to make sure they will work.

**Resolved:** That the Clerk draft a letter on this to be sent to OCC.

2. **Letter to the Masons on Little Orchard** – draft emailed to Councillors

**Resolved:** That with a couple of changes this be delegated to IH and KT to send.

It was noted that the Mason's sold an option on this land in 2007. TB said mention should be made in the letter about the Countryside and Rights of Way Act that they could provide open access and that they would not have any liability.

3. **Charlotte Coxe** – Update IH/TW/MR

A Memorandum of Understanding (MOU) needs to be put in place. This is a logistic arrangement that needs to be in place as the Council may change in May 2019. This document explains about the aim of the Trust and the collective set of buildings. It needs to support the Library going forward and the Assets of the CCT will need to be self supporting. MR gave out the MOU and it was agreed that this be discussed at the next Strategy meeting.

IH reported that he spoke to our Solicitor yesterday and she confirmed she now has all the documents she requested from OCC. OCC wish to revise the lease for the Library and the flat above the library to include a percentage service charge for external works, but we have not been told what they wish to change. At present the lease for the flat just says a reasonable amount needs to

be charged. TW said that he has seen nothing as yet in the charges that add up to 100%. There is a meeting tomorrow with a resident who has come up with a community idea for the building. Nick Hancock will also attend.

161/18 WPC adoption of Policies

**Draft Health, Safety & Wellbeing Policy and Lone Working Policy**

**Vote:** Unanimous in favour.

**Resolved:** That the Health, Safety and Wellbeing Policy and the Lone Working Policy be adopted.

The Office will need to make sure that everything is in place to comply with these two policies.

162/18 Correspondence for Information

Letters 177 and 178 need discussion and copies are included in your pack.

**Letter 177 OCC asking for a new finger to the metal post by the Town Hall** – this was agreed.

TW said that the Church wanted to put a sign up a while ago. It was agreed that the Clerk write to St Leonards asking if they would like to put a sign on the fingerpost.

**Letter 178 Garsington Residents** have started an on-line petition on the Oxfordshire Economic Growth Plan as they feel Oxfordshire does not need as many houses as they are planning – It was agreed that this be referred to the NPAB to investigate.

163/18 Reports from Organisations and Representation on other bodies

TJ reported that Friend of Watlington Hill and the Task Force are doing well. TJ also said the Watlington in Bloom (WiB) will be having a cheese and wine event this Friday 7.30pm at the Town Hall and said that all Councillors are invited to attend.

**WBA** – SvP said that they have submitted a request to WPC for money towards more lights which will be discussed by the Finance Committee. They will be having their AGM in the New Year. They are looking into having some type of Awards.

**Children's Centre** – The OCC funding of £10,000 pa is now coming to an end soon and they are looking into alternative ways of funding it.

**Parish Council Christmas Drinks** – MR invited all Councillors for drinks after the December Full Council meeting on the 11<sup>th</sup> December. MR will organise.

164/18 Other Matters for Discussion at the discretion of Chair

There were no matters raised.

165/18 Confidential Item: EXCLUSION OF THE PUBLIC

David White asked to speak prior to the vote on this item. He said he was well aware of the issues being discussed and said that he could see no reason why this issue should be taken in confidential session. The Clerk when asked said that she agreed.

**Recommendation to Council:** *That in view of the sensitive nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw for the next item.*

Vote: 7 against, 2 in favour, 2 abstentions.

The next item will be taken in open session.

166/18 Dispute with SODC regarding Referendum Issue – How to conclude this issue following the meeting of WPC representative and SODC representatives held on 12<sup>th</sup> October 2018.

It was noted that there was no dispute between WPC and SODC. The 12<sup>th</sup> October meeting had been held to resolve issues raised by our District Councillor relating to the Referendum on the Watlington Neighbourhood Plan. Notes of that meeting had been circulated in advance of the meeting. The notes confirm that no members of the Parish Council broke referendum legislation or protocols or WPC Codes of Conduct during the period of the Referendum.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10.07PM**