

Minutes of the Meeting of the Strategy Committee Held in the Community Office At 8.10pm on Tuesday 22nd January 2013

Present:

Councillors:

David Tindale-Chairman
Harvey Batten –Vice-Chairman
Ian Hill
Rhian Woods
Ted Backhouse
Barry Adby
Nick Greaves
Neil Boddington
Tony Williamson
Tim Horton
Robert Barber

Officer:

Kristina Tynan

- 1/13 Apologies for absence
Nick Hancock, Charles Rowton-Lee, Roger Beattie
- 2/13 Minutes of the Strategy Meeting held on 7th November 2012 were received by Council on the 11/12/2012 to be signed as a correct record
Resolved: That these minutes be agreed as a true record of the meeting and that they be signed by the Chairman.
- 3/13 Declaration of Interests
33 High Street – RW declared an interest in this item being an agent for the purchaser and left the building before this item was discussed.
- 4/13 Matters Arising
1. **Letter to Youth Club** – TH and HB to meet tomorrow to draft this letter.

2. **Meeting with Icknield Community College** – This will take place tomorrow morning at 9am. TW stated that the weekly newsletters from ICC are very lengthy and asked if some Councillors could be delegated to alert everyone know if there are any specific items of interest to the Council as it can be easy to miss things.
Resolved: That IH, RW and Harvey Batten will inform Councillors of items of specific interest in the newsletter from ICC.

3. **Copas Farm – Update of Meeting** – IH and RBr met with Geoffrey Copas and had a good discussion regarding the willow ponds. IH wrote a piece on this for the Watlington Times. They are still talking about lining the ponds. It was noted that it was a useful meeting and that it keeps the line of communication open between us and Copas Farm. Disability access was also discussed and there could potentially be one change made to the gate. Geoffrey Copas thanked the Parish Council for taking such an interest in the willow ponds issue.

5/13 Discussion Items

1. **Standing Orders Review** – February 2012 version was attached to the agenda
Changes to section were agreed:

2) k To Add committee structure and terms of reference

7) This needs to be updated with correct Code of Conduct. The Clerk to check advised wording with OALC and this to be inserted.

24) Add a new section, Relations with Press (new wording given prior to the meeting by IH) **A vote was taken on this, 9 in favour, 2 against - CARRIED**

Subsequent sections will need to be renumbered.

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

2. **Committee Structure Review** –this was attached to the agenda

This was discussed in detail and is shown at the end of these minutes.

RECOMMENDATION TO COUNCIL; That the attached Committee Structure 2013 Terms of Reference is agreed.

3. **Car Park Order**- draft was attached to the agenda

Discussion took place on this and it was agreed some clarification needed on Schedule 1, Tables 8-12 should read 'Concessionary Excess Charges and Excess Charges *if charges are being applied*'. A number of minor tweaks were noted and IH will amend the draft. It was agreed that the disabled parking should be for two hours only with a displayed blue badge. These signs will ordered once the Order is in place.

RECOMMENDATION TO COUNCIL: That the attached amended Car Park Order wording be agreed.

4. **Insurance Review** – IH will do a report for the Finance Committee's next meeting

5. **Complaints Procedure Review** – It was agreed that this be discussed by Full Council. IH to draft this and to make sure there is consistency with our Standing Orders.

6. **Disciplinary Procedure Review**- this was attached to the agenda

After discussion it was agreed that this should be called 'Disciplinary Procedure'. KT to make the relevant change.

RECOMMENDATION TO COUNCIL: That the attached Disciplinary Procedure be agreed.

7. **Grievance Procedure** – It was agreed that we should have a Grievance Procedure and HB agreed to look into this for the next Strategy meeting.

8. **Risk Assessment** – this was attached to the agenda

A number of minor items were noted and KT to change these.

RECOMMENDATION TO COUNCIL: That the Risk Assessment 2012/2013 be agreed.

9. **Strategic Review of the Budget Process** – This was deferred to the next Strategy Meeting. IH/TH to prepare a draft paper on this.

10. **Triathlon 2013** – It was reported that OCC seem to have decided upon Route 4 but when BA asked Peter Ronald about it he refused to say what route 4 is. The Liaison Committee has only met twice since 2010, which is meant to discuss consultation and involvement with the Parish Councils and it is thought a meeting is needed quickly.

The biggest change to Route 4 is that Henley is no longer on the route.

OCC consulted widely on routes 1-3 but no consultation on Route 4 they just published it in the Henley Standard. There have been many letters to the Henley Standard criticising OCC. John Howell is not pleased with this approach.

There was much discussion on this and it was noted that IH has today sent a letter to the Henley Standard which is in reference to the above points.

Some comments made by Councillors were:

- Is there a case for going to the local Ombudsman?
- OCC did consult on routes 1-3 and listened so it seems that their procedure is a real problem. How do we as a Parish Council get OCC to relate to us on major issues? If we were consulted on routes 1-3 we should have been consulted on route 4.
- The Parish Council role should be to influence decisions not control.
- If there is not a proper procedure in place could it be subject to a judicial review?
- We also need to look at the formal procedure as regards road closures.

Resolved: That we write to John Howell with our concerns and ask that there is a meeting of the Liaison Committee as soon as possible. That we copy this letter to Caroline Newton and the Leader of OCC.

11. **OCC – Watlington Tube – Watlington Lewknor – consultation on this service** – paper was attached to the agenda.

This was discussed and support was given to the additional service. It was noted that OCC services are likely to be continued into next year.

RECOMMENDATION TO COUNCIL: 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.

12. **33 High Street** – It was agreed that this be taken at the end of the meeting. To be taken in confidential session if deemed necessary.

6/13 Correspondence

1. SODC – They have now adopted the South Oxfordshire Core Strategy (13/12/2012) View it at www.southoxon.gov.uk/corestrategy - **This was noted.**

2. D Young – Asking in WPC could consider installing some street or path lighting on Davenport Place – attached to agenda. **BA reported that he had spoken to OCC on this and they have agreed to put in brighter light bulbs but unless the Parish has a very strong case for new lights they would not consider doing this.**
It was agreed that the Operations Committee discuss this at their next meeting.

3. Email from Caroline Newton on The Firs (11/1/13) – *stating that yesterday afternoon that the Management Group decided to delay the decision on The Firs, while they looked again at the figures relating to the cost of refurbishment. There is no new timetable for a decision.* – **This was noted and also noted was the fact that there is no reference on this issue for the last 4 years. KT to liaise with CN on progress on this issue.**

7/13 Items for Future Meetings

Water Resource

Watlington and the Local Transport Plan for Oxfordshire – Letter has been sent -When reply received from OCC

Icknield Community College and links with the Community- IH/RW/HB
Storage Requirements - TH
Review of Solicitor - TH
Strategic Review of the Budget Process – IH/TH
Grievance Procedure – HB
Format of Annual Parish Meeting
Code on Conduct – Review

8/13 Any Other Business to note – Items to be notified to the Clerk in advance of the meeting.

Rhian Woods left the building at 10.06pm

Ian Hill reported that the Accounts are now on-line on the Charity Commission website. It was noted that the accounts do not show project costs.

Resolved; That we delegate Nick Greaves, Tim Horton and Ian Hill to obtain any relevant information on this issue before a discussion can take place.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10.10PM