



Minutes of the Meeting of the Strategy Committee Held in the Community Office at 8pm on Tuesday 25th November 2014

Present:

Councillors:

David Tindale
Ian Hill
Tim Horton
Robert Barber
Tony Williamson

Officer:

Kristina Tynan

45/14 Apologies for absence

Keith Lovelace, Bob West, Elizabeth Winton, Robin Wilson, Rhian Woods, Roddy Orr, Nick Greaves

46/14 Chairman's Remarks

There were no Chairman's remarks.

47/14. Minutes of the Strategy Meeting held on 22nd July 2014 were received by Council on the 9th September 2014 to be signed as a correct record

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

48/14 Declaration of Interests

There were no declarations of interest notified.

49/14 Matters Arising

1. **OCC Bus Review** –TH/IH were delegated by Full Council to send a response and this has been sent. [Copy held in office]

2. **Watlington Footpath 4** – awaiting a date for a re-scheduled meeting following cancellation of meeting on 17th November. TH stated that there has been a helpful exchange between the Councillors who will be meeting with Beechwood Estates.

3. **Civil Parking Enforcement** – Response was sent by the Traffic Action Board as agreed by October Full Council. [Copy held in office]. It was noted that if this ever came about it would be long in the future as agreements would be needed from all the District Councils in Oxfordshire. Two years hence would be the earliest it could possibly happen. However there may be a demand for the Hill Road Car Park to have enforcement possibly on the 2 hour bays.

4. **Discussion on installing a raised Zebra Crossing at the Town Hall and Dorset Model** – This has been passed to the NPCC to discuss further.

Discussion Items

50/14 Main Discussion Items

1. **Broadband** – RB said that by March 2015 all towns and some periphery and outlying areas will have superfast fibre-optic broadband. The latest email from our County Councillor suggests that Cabinet 2 will probably now have been included in the next tranche of SODC funding so Christmas Common and Greenfield will now be included. However Howe Hill, Northend and Pishill are still excluded.

However once Cabinet 2 is installed we will then be able to get realistic costings to take the fibre-optic further and suggested that at this point we apply for funding from the SODC Infrastructure Grant pot. RB stated that local residents will put some money into this project. RB asked if a WPC Budget allocation for next year should be made. TH said that this needs to be discussed but no specific figures are known at the moment and that would be the time to discuss it. However the Finance Committee will look at this issue and give it serious consideration when more information is available.

RECOMMENDATION TO COUNCIL: That this Council would support and consider financial support of a fibre optic project in the outlying areas of Watlington.

It was agreed that the Chairman of Finance should be involved in community discussions when necessary.

2. **Community Speedwatch Scheme** –paper from Keith Lovelace was attached to the agenda. There was discussion on this issue and the following was agree to recommend to Full Council.

RECOMMENDATION TO COUNCIL: That WPC support a Community Speedwatch project.

It was agreed to ask KL if there would be any associated cost to doing this.

3. **Parking and Traffic in Watlington-** PCSO have written with comments on this –attached to the agenda.

IH stated that Henley and Thame are going to employ a Parking Warden and it could be worth talking to them about the possibility of joining their plan to share a warden. We could then look at costs associated to do this. It was agreed that the Clerk get in touch with Thame and Henley regarding this issue and see if one has been appointed.

RB suggested that cards with clocks be put in cars with the time they arrived and then the cards can be checked to see how long they have been parked – this is done in many places.

4. **Budget 2015/2016** – Any suggestions on this will be needed for Finance Committee on 26/11/14. An updated budget report for 2014/2015 was sent to Councillors.

TH stated that next year there will be an increase in our taxbase so even if we make no change to the Precept we would get an extra £2500. We need to also consider our Reserves in conjunction with reviewing future capital costs. TH asked if the Committee have any strategic or pragmatic items that consideration should be given to next year's budget. TW raised the issue of the Pavilion and the Sports Field and said that WPC need to agree that they still happy to put in £7,500 towards this. IH said that there are some minor repairs than need to be done in the pavilion and we should be looking to see that the money paid by the sports sections is a reasonable amount. It was noted that they do

work in kind on the sports field. TH said that our financial commitment to support is probably similar to other Parish Councils.

TH said that the Council needs to review the whole of its staffing structure and this may need to be an issue for the new Council in May 2015 and will have a financial application. It was thought that a small working group to discuss this would be the best way forward. It was noted that the earliest any change would be implemented would be September and the Finance Committee could look at any implications for any changes to staffing for a few months of the next financial year.

Resolved: That we set up a working group to look at staffing issues which will consist of DT, IH, TH, BW, TW and the Clerk to be involved as necessary. This issue will then come back to this committee to further to discuss.

51/14 Short Discussion items

1. **Grievance Policy** –Review – Suggestions have been made by the Central Policies and Procedures Action Board which has been emailed to all Councillors.

It was noted that a change in paragraph 3 was agreed to say that audio visual recording is prohibited and spelling error of grievance needs to be corrected.

RECOMMENDATION TO COUNCIL: That the attached Grievance Policy for 2014/2015 be agreed.

2. **Complaints Procedure** –Review – Suggestions have been made by the Central Policies and Procedures Action Board which has been emailed to all Councillors.

It was noted that a typing mistake in paragraph 3 needs to be corrected.

RECOMMENDATION TO COUNCIL: That the attached Complaints Policy for 2014/2015 be agreed.

3. **Risk Assessment Review** –Review – Suggestions have been made by the Central Policies and Procedures Action Board which has been emailed to all Councillors.

It was agreed that a section to be added on tools and equipment, Fidelity Guarantee current terms to be added. A new section on injury to staff to be added. Add wording to Sports Field section that it is open to the public. The section on Pensions should refer to HMRC not the Inland Revenue.

RECOMMENDATION TO COUNCIL: That the attached Risk Assessment Policy for 2014/2015 be agreed.

4. **Charlotte Coxe Charity – 35 High Street** – TH had sent out a revised governance paper on this for discussion.

It was noted that this was a very good paper. I change is needed to section a.iii) to read Parish not 'Annual'.

RECOMMENDATION TO COUNCIL: That the attached paper on the Charlotte Coxe Charity be agreed and that wording to be added to Standing Orders will be reflected in our Standing Orders when they are reviewed in January.

5. **Car Park Order** – This has now been published in the Henley Standard. Do we wish to enforce it in some way.- **Agreed that this be an item for the next meeting**

6. **Watlington Sewerage Outfall and Watlington as a Head Water Catchment Area** – *Agreed to remove this item from future agendas.*

7. **Geographical Budget Allocation** – RB had prepared a paper on this which is attached to these minutes.

This paper was discussed which in essence suggested that 5% of the WPC budget be allocated to an outlying community fund. A number of Councillors have concerns about doing this as it was felt it could undermine the nature of Watlington as a Market Town and that any suggestions for projects etc from our outlying areas should be looked at on their own merit. TH said that on a county level the outlying areas in ways such as journeys to school get much more for their money in proportional terms. IH said that doing this could run the risk of starting to fragment our community. If the outlying areas have any projects in mind they should come to the WPC with specific information which can then be discussed.

Resolved: That WPC do not proceed any further at looking at a Geographical Budget Allocation.

8. OCC – Oxfordshire’s Learning Disability Strategy 2015-2018 – Consultation – attached to agenda.

Resolved: That the Consultation Action Board meet to give their recommendations to Council.

9. OCC – Mobile Library Service Consultation – attached to the agenda.

Resolved: That WPC note this consultation but do not put in a response.

10. Icknield Community College Link – Nothing to report.

52/14 Update on on-going issues that are not agenda items for this meeting

1. **Buses** – IH said that he is hoping to produce a leaflet which shows all bus services from Watlington which would be very useful to the community to have all services shown on one document. He also said that he has used all the buses to Oxforas and they are very full from Oxford but not many still on after Chalgrove.

TH said that the 5 Parish Bus Group is proving to be invaluable in the fact that it is listened to by the County.

53/14 Correspondence

1. **Land and Property Registration** – Specialist consultancy to help Parish Councils to meet their land reporting obligations. – was attached to the agenda.

Resolved: That as this is not a requirement for Parish Councils that we do not do anything on this at this stage.

54/14 Items for Future Meetings

Car Park Order Enforcement – January Agenda Item

Youth Club – Budget request for £3,000 for a building project January Agenda Item

Review of Solicitor

Icknield Community College Link

55/14 Any Other Business to note – Items to be notified to the Clerk in advance of the meeting.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10.15PM