



Minutes of the Meeting of Full Council Held in the Community Office at 8.00pm on Tuesday 11th December 2018

Present:

Councillors:

Matt Reid (MR) - Chairman
Ian Hill (IH) - Vice-Chairman
Nicky Smallbone (NS)
Terry Jackson (TJ)
Fergus Lapage (FL)
Roger Beattie (RB)
Tony Williamson (TW)
Stephanie Van de Pette (SvP)
Andrew McAuley (AM)

Officer:

Kristina Tynan (KT)

County Councillor:

Steve Harrod

Press:

David White – Henley Standard

Members of the Public:

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167/18 Apologies for absence

Tom Bindoff, Jeremy Bell, Fiona Butler, Rob Smith, Bob West.

168/18 Chairman's Remarks

MR said we have now come to the end of 2018 and what a year it has been, it has been a bit of a roller-coaster but with lots of positive things to report. He then invited everyone to stay for a drink and mince pie at the end of the meeting.

169/18 To receive Declarations of Interest

There were no declarations of interest notified.

170/18 Minutes of the Full Council Meetings held on 13th November 2018 to be signed as a correct record

Minute 159/18 C, Watlington Youth Club. This should read NS and RB have been invited to attend this meeting not NS and RS.

Minute 159/18 D, to read summer 2019 not summer 2018.

TW stated that the Minute 160/18.3, Charlotte Coxe Charity that the second sentence is not correct, and he believes not legal. After discussion it was agreed to remove the third and fourth sentence in their entirety and replace them with 'this document expresses how the WPC as a Local Authority, and Fowl as the Library will work together to secure the future of the Trust.

Resolved: That with the above changes the minutes are a correct record of this meeting and to be signed by the Chairman.

171/18 Matters arising from the Minutes

Little Orchard (Minute 160/18 2 refers) – It was noted that in the minutes it stated that the Mason's had sold an option on this in 2007, However IH said that he thought this information was incorrect and that an option was discussed but it was not sold. At 2018 IH said it was still registered to the Masons. MR to look over and check IH's draft and will then give to the Clerk for sending. It was noted that the Clerk will send the letter to them.

172/18 Public Questions

Brian Steer – Swans Way Traffic to Lys Mill using access for Britwell Road instead of Howe Road prior to the Edge Road being built – full paper attached to the agenda,

Asking for WPC to support, provide any advice, data or information to support this action.

Brian Steer (BS) stated that he has been in talks with Anna Badcock to press Copas Farms to use the alternative access of Britwell Road rather than Swans Way and that he would like the support of Council on this. He stated that AB has been very helpful and is putting together a group to meet up and discuss this. He also said that Copas Farms did make a verbal agreement to do this when the edge road was built. Swans Way was recently repaired, and they used the alternative access during this period. The alternative access only crosses Copas Land and there are no footpaths in this area. OCC would need to give the permission to do this and Mr Steer asked Council to support him in bringing this forward. He asked if WPC held any data to support doing this which would also bring about a benefit in traffic and pollution in the Town.

TW said that his impression is that WPC would be in favour and should support this. IH said that by doing this it would not all be gain as traffic going to the Motorway would still need to come down Britwell Road and Couching Street and traffic could then be backed up on the Britwell Road which is also in the AQMA.

Roddy Orr asked if a survey could be carried out. Brian Steer said that with approval of the last application by Copas Farms that could lead to an extra 400 journeys a day along Howe Road with its narrow tight bends if the alternative access is not used with about 80 articulated or large lorries. AM asked that WPC representatives be invited when the meeting takes place with Anna Badcock and others. It was noted that WPC do have information from 2013 when a lot of traffic research was carried out.

After discussion it was agreed WPC support investigation of the feasibility of the alternative access that the Strategy Committee look into the wider issues of this and that the Planning Committee to look at a technical specification. To send representatives to the group meeting when this takes place, if invited.

Peter Richardson – CIL Funding

I will not be able to attend this meeting, but I would like the following debated and to receive a written answer

15% of the population of the Parish and Neighbourhood Plan area live outside the town and the indications are that there will be early amounts of CIL from development in the settlements and around the town. As per my continuing efforts to secure infrastructure improvements in Christmas Common, Greenfield and Howe Hill (including Hill Road), I see Full Council's confirmation that CIL funding in these areas will be fully taken into account.

Furthermore, might 15% of CIL be allocated in accordance with population coverage?

AM stated that in his view the answer to the first question would be yes on a priority basis would support any funding in the settlements of the parish. To the second question he thought this should be a no. Funding should be allocated on a priority basis and not ringfenced for specific areas of the parish as this could prevent high priority schemes being implemented in areas of low population, even if the scheme was of benefit to the whole community. Money would go to Christmas Common and Howe Road if they had been allocated a top priority.

GB spoke on Peter Richardson's behalf and said that some of the CIL money has been derived from housing in these settlements.

After discussion the points that AM made were agreed and it was noted that funding will be given to priority schemes where ever these are in the parish. A written reply stating this will be sent to PR.

173/18 County Councillors Report - Cllr Stephen Harrod

SH said he had emailed his monthly report prior to this meeting. There are two major projects which the Oxfordshire Growth Board has published details of, the Watlington Relief Road and the Benson Relief Road of which both will have a direct impact on OCC.

He said that he will be in Watlington tomorrow to look at specific Watlington issues such as the line at the Town Hall etc.

TW said that we are still waiting for our Solicitor to make progress with the CCT and they are waiting on OCC.

TW asked what will happen when the 3 years of Children Centre funding comes to an end. SH said that if there are problems, OCC would address these on an individual basis. The aim was that after three years they should be self-supporting. As a last resort OCC would maybe get involved.

Gill Bindoff said that she has found Aaron Wisdom to be very good and said that she appreciated his input very much. She also asked for an update on progress of the new Operating Model. SH that it is very much in its early stage, OCC are re-assessing IT systems etc. He will not be able to make any real report on this for probably about 3 years.

MR thanks SH for attending the meeting.

174/18 District Councillors Report

A report had been received today from Anna Badcock and this has been emailed to all Councillors.

175/18 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.

176/18 Committees:

A: FINANCE – 29/11/2018 – Nicky Smallbone

Resolved: That Council accept these Minutes

Audit Return

Resolved: That the External Audit report be accepted by Council and that there are no issues raised that need action. (Report attached to these minutes)

Review of Internal Audit

Resolved: That Council agree the following statement:

‘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’.

NS reported that the Staff Job descriptions need some amending and then Staff Appraisals will take place.

There will be a special meeting of the Finance Committee on 17/12/2018 to discuss the budget and precept recommendation to Council for the January Full Council meeting.

B: PLANNING – 4/12/2018 – Andrew McAuley

Resolved: That Council accept these Minutes

P18/S3820/HH 21 Ash Close, Watlington - Partial re-build of existing ground floor garage conversion south west and north east walls. First floor side extension over re-build

AM reported that there was strong neighbour opposition to this application. The Committee agreed to object to this application and to ask SODC to check what the relevant covenants are. It was noted

that as this property only has a front access there was concern about works affecting other properties.

P18/S1822/FUL amendment (no. 1), 40 Brook Street WATLINGTON - Revised plans and supporting documents received 26th November 2018, with revisions to the site layout, proposed driveway and tree protection detail.

The Committee unanimously objected to this application and it was agreed that as this is the first real challenge there has been as regards the WNDP that the response needs to be very robust. It was therefore agreed that AM, TB and TP meet to formulate a more detailed response to be sent to SODC. This will be sent to Members for agreement prior to being sent to SODC.

Photographs will also need to be included to add weight to the objection.

It was also agreed that if the SODC Officers view is to approve then the Committee must have someone willing to speak at the SODC Planning Committee meeting.

It was noted that our MP, John Howell, put a statement to Parliament last week seeking stronger regard to Neighbourhood Plans which the Planning Committee would advocate and there will be a meeting with a SODC Planning Officer on Thursday and this is one issue that will be raised.

C: STRATEGY- 27/11/2018 – Stephanie Van de Pette

Resolved: That Council accept these Minutes.

Play Policy

SvP said that WPC had adopted this in 2005 and this has been reviewed and updated.

Resolved: To accept the revised Play Policy 2018 (this was attached to the agenda)

CIL Allocations

Resolved: To approve the CIL list below as a list of priorities as at December 2018, that have come from the Neighbourhood Plan and to ask the NPAB to move it forward by setting up a working group and give costings for the schemes.

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

Charlotte Coxie Trust

It was agreed that we add 'any subsequent asset' in Term 1. The sentence will now read, Term 1 'The asset and any subsequent assets and liabilities of the CCC are identified in the audited accounts (March 2018) of the Charity'

Resolved: That the Memorandum of Understanding for the CCC is agreed.

Resolved: That WPC establish a separate Trustee Body for the CCT, so this is in place for when the transfer from OCC is made and that we appoint Members from Council to volunteer to be on this.

Volunteers: RB, TW, IH, TJ, MR, SvP and NS (7 Volunteers)

SODC Housing Allocations Policy

Resolved: That WPC do not send in a response to this.

Berrick Salome Neighbourhood Plan Consultation

Resolved: That we wish Berrick Salome the best of luck but do not send any comments at this stage.

D. OPERATIONS – 21/11/2018 – Ian Hill

Resolved: That Council accept these Minutes

Watlington Maps in Bus Stops at Junction 6 – TW said he has cleaned one up but the other one still needs more work as he cannot get some of the paint off.

Kissing Gate – This is part of Footpath 13.

Twenty is Plenty Signs – IH reported that the Police have complained about these signs and they need to be revised before OCC can issue them.

TOE Application for remedial works to Footpath 13 – This is presently been filled in and will be sent to TOE shortly by the Clerk.

E. PAVILION AND SPORTS FIELD – There has been no meeting.

F. NEIGHBOURHOOD PLAN ADVISORY BOARD – 19/11/2018

Resolved: That Council accept these Minutes

The CIL issue was passed to the Planning and Strategy Committees.

FL stated that the meeting with Ruth Cross, the SODC Leisure Officer was very useful.

GB said that there is no blue print of what is required in terms of recreational facilities for different sizes of communities and there is no allocation of funding for these. AM said he felt that issues on recreation facilities were not as clear as he had hoped. There is no formula that can be applied to work out what is needed. However, facilities can bid into CIL funding

GB said that Sport England has produced a format per number of population which should be available soon.

G. ALLOTMENTS – There has been no meeting

NS reported that we have joined the Allotment Society and the Allotment Sub-Committee meeting will be held on 10th January 2019.

177/18 General Issues

Oxfordshire Plan 2050 – Asking for views on their Statement of Community Involvement (SCI) – This was attached to the agenda. **It was agreed that the NPAB be asked for their views on this.**

178/18 Correspondence for Information

For Discussion:

Letter 191 – FOWL -Development of site(s) adjoining the CCT Property – attached

Letter 192 – FOWL – Equal Representation on any future CIO – attached.

Regarding both letters above, it was stated that as we have now accepted the MOU their concerns will be dealt with as part of this and it was agreed to write to FOWL stating this

179/18 Reports from Organisations and Representation on other bodies

Minutes of the FOWL 26/11/2018 -Attached for information – **Noted.**

180/18 Other Matters for Discussion at the discretion of Chair

To note any other matters raised by Members of the Council

OALC Executive and Policy Committee – SvP said that OALC have agreed a motion to write to NALC to lobby Parliament for childcare/dependant costs for Parish Councillors which would increase diversity on Parish Councils – This will be referred to Strategy for discussion.

Also, at the NALC AGM they agreed to investigate training for Parish Councillors.

Other issues raised at the OALC meeting were Drugs and Rural Crime, Agricultural Rural Crime and Burial Grounds with regard to land supply and the very lengthy process to secure grounds which takes about 10 years.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.37PM