



## MINUTES OF THE MEETING OF WATLINGTON PARISH COUNCIL HELD AT 7PM ON TUESDAY 9<sup>th</sup> JANUARY 2024 IN THE WEST ROOM

**Present:**

**Councillors:**

Nicky Smallbone (NS)- Chair  
Steve Bolingbroke (SB) – Vice Chair  
Keith Jackson (KJ)  
Tim Horton (TH)  
Ian Hill (IH)  
Roger Beattie (RB)  
Karyn Buck (KB)  
James Herridge-Leng (JHL)  
Brenda Bradford (BB)  
Leo Pesci (LP)  
Isla Woodcock (IW)

**Officer:**

Kristina Tynan (KT)

**In Attendance:**

Gill Bindoff (GB) – NPAB

**Press:**

Lily Shanagher – Henley Standard

**Members of the Public:**

1 (Fergus Lapage for Agenda Item 6)

01/24 Apologies for Absence  
Andy Aherne, Denise Mallon

02/24 To receive Declarations of Interest  
There were none notified.

03/24 Minutes of the Full Council Meeting held on 12<sup>th</sup> December 2023 to be agreed and signed as a correct record  
**Resolved:** That these minutes be agreed and signed by the Chair as a correct record of this meeting

04/24 Matters arising from the Minutes  
**Bollard knocked down in Couching Street** – This has resulted in the pavement being very damaged. KT has emailed the OCC engagement team and is waiting for a response.  
**[Post Minute Note:** 10/1/24 OCC have replied stating that they have raised a 24hr instruction to get the damage to the footway fixed and kerbs re-bedded, for the one in the photos outside 39]

**Sewerage Treatment for Pavilion** – SB reported that we have received two quotes for a replacement system and a third will be coming shortly.

05/24 Chairman's Remarks  
NS welcomed all to the meeting and said that she hoped everyone had a good break over the Christmas and New Year period. She thanked Councillors for all they have done since they have been elected and said it was great to have so many councillors so involved in issues.

06/24 Public Questions

Fergus Lapage submitted the following questions for Council:

*Can the Parish Council ask the member of Parliament for this constituency, John Howell, to*

*(a) call for an immediate cease fire in Gaza*

*(b) to support the junior doctors in their pay dispute with the government by calling for the immediate resumption of negotiations*

*(c) support the overturning of all the convictions of post office masters and mistresses, and the immediate payment of all the compensation due.*

*Can the Parish Council also review any planning consents, approved or pending, on land next to the allotments to ensure there will be no worsening of the flooding risk in the area.*

These questions were discussed, and the following response was agreed:

Regarding issues a)-c), The Watlington Council does not get involved in political issues, however Councillors can take up issues as individuals

With regard to any planning consents on land next to the allotments, The Planning Committee would take any issues regarding flooding on board.

07/24 County Councillors Report - Cllr Freddie Van Mierlo

It was noted that FvM is still on paternity leave.

08/24 District Councillors Report - Freddie Van Mierlo

It was noted that FvM is still on paternity leave.

09/24 To receive the Balance of Accounts, Receipts received and approve the list of Payments to be settled.

SB read out the Balance of Accounts and proposed that the list of payments be settled as per the prescribed process. [These are shown at the bottom of these minutes].

The management accounts have been done for the end of December and the accounts are roughly in line with our year end projections. The month end bank reconciliations have also been done in SAGE and SB has signed the paperwork.

**Resolved:** That the Balances of Accounts be accepted, and the List of Payments be paid, and both reports signed by the Chair.

10/24 Committees:

**A: FINANCE**— There has been no meeting

SB reported that the next meeting will be held on Tuesday 16<sup>th</sup> January at 7pm. One of the items will be discussion on a Plan B for the Pavilion if the Sports Club do not take this over. He invited all Councillor to attend the meeting if they have ideas they wish to put forward.

**B: PLANNING** -2/01/24– Gill Bindoff

**RECOMMENDATION TO COUNCIL:** That Council accept these minutes

**Watlington Garage** – GB stated that we have sent in a number of reports to enforcement, but we have not had any feedback from them. Recently they have installed new shutters. It was agreed that we seek a meeting with the cabinet member to raise enforcement issues that we have. They do not give any response on issues raised until they have completed their investigation which is totally unsatisfactory and leaves us completely in limbo and we have no idea what SODC is doing and if anything is happening.

**Resolved:** That we ask FvM to arrange a meeting with the cabinet member for Planning to see if their standard procedure can be adjusted in certain circumstances.

**Watlington Relief Road** – TH asked if there was an update on this. GB said that the Planning Application should be out for consultation soon. The Planning Committee have pencilled in an extra planning meeting for the 30<sup>th</sup> January if this comes to us before this date. The application will huge and will need a separate meeting to discuss it. We can then see if we need to have a meeting with OCC officers and AECOM for any clarification and if we have suggestions for any changes before the

application is determined.

**C. OPERATIONS** – There has been no meeting

**Drainage Works in Hill Road Car Park** – TH reported that this work should start on 22/1/24 and the Watcombe Road end will be closed for parking that working week.

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

**E. NEIGHBOURHOOD PLAN ADVISORY BOARD** - There has been no meeting

**F. ALLOTMENTS** – There has been no meeting.

**Allotment New Fence** – IH reported that the new fence is currently being constructed and they are making good progress.

**G. Charlotte Coxe Group** – GB stated that there had been a useful meeting with Jeremy Irons which was hugely interesting. We are waiting for him to provide photos of the ‘after’ work which will be sent to OCC before their next meeting. The working group is DM, KB and GB and at present they are drawing information for other people. They will next meet on 18<sup>th</sup> January.

11/24 Spending CIL Funds – update by SB

SB thanked Councillors for their input on the survey which will be put up next week. It will be March before we can use the information.

JHL has asked if we could add another project to the list which has been already agreed.

JHL said that St Leonards is a multi-use facility which can be extended ever more. At present there are multiple groups that use the space and said that the proposal would be that WPC provide CIL funding to replace the heating system.

The diocese does not provide funding for the Church maintenance. It was thought that this would cost the region of £50K. SB said that NALC had provided a note on Church funding today which was very timely. WPC can provide funding, but it would be limited to £137 funding towards a project for the Church.

RB said that he did not think the heating system was very old and it may be able to be repaired.

A vote was taken on adding this project to the CIL List. 7 in favour, 4 against.

**CARRIED.**

12/24 Motions from Councillors

**Traffic & Footpaths 2024** – see attached full proposal from SB and supporting paperwork

**Proposal:**

That Watlington Parish Council allocate £5k (with a further £5k if required) from reserves to pay professional fees relating to creating a strategic traffic, footpath, and cycleway plan for Watlington Parish including Christmas Common. We have been successful in obtaining a grant for conducting a community transport survey of £3500.

**RECOMMENDATION TO COUNCIL:** That we commission this survey from Community First.

SB said that there has already been a lot of work done on this in gathering ideas, viability and discussions have been had with OCC. The next stage would be to draw up proposals and options the town could have. This has been brought to the Council twice already and they decided to defer it. Since then, we have also had an Outreach meeting at Christmas Common and he suggested that this area be added to the scheme. It is important that we consult with our residents at an early stage on this.

TH stated that the work on footpath was very well done in 2022 and he said that he regrets that this work was not taken forward as these are vital schemes that do not depend on the relief road. He said that he thought that the relief road should have the opportunity of some period of introduction to see what changes happen to the roads before schemes are consulted on. He asked who would commission the work and who would oversee it.

KB said that we should revive the options and that WPC should be urgently pro-active on this and

stated that she fully supported the proposal from SB. IW agreed with this and said she would volunteer to be part of the working group.

IH asked that parking be part of the strategy and SB said that this ought to be included.

GB said that the NP in 2018 made provision for calming traffic in accordance with the terms of the NP.

The following amendment was voted on:

**RECOMMENDATION TO COUNCIL:**

That Watlington Parish Council allocate £5k (with a further £5k if required) from reserves to pay professional fees relating to creating a strategic traffic, footpath, cycleway and parking plan for Watlington Parish including Christmas Common. That a working group be set up to move this to a point of public consultation and to see if Locality could provide some funding or support for the working group.

Vote: 9 in favour, 2 against

**CARRIED.**

13/24 Project Updates

**Hill Road EV Charging Points** – IH reported that there is a possibility that SSE may attend in the first few weeks in February to install the electricity cables to the chargers.

14/24 Consultations- There are none to comment on other than in correspondence below.

15/24 Reports from Organisations and Representation on other bodies

**WADAC** – NS said that there will be a free defibrillator training course on Wednesday 17<sup>th</sup> Jan at 7pm in the Drop-In centre. She said if anyone was interested in attending to let her know. KB said she would like to attend.

16/24 Correspondence- see attached list – please let the office know if you want a copy of a specific letter. 448) Chalgrove Parish Council - Chalgrove NDP Design Code Pre-Submission Consultation – letter was attached to the agenda - Do we wish to comment?

**Resolved:** That we delegate NPAB and Planning to send in a response to this consultation.

17/24 Other Matters for Discussion at the discretion of Chair

**Access from Red Kite View to Cuxham Road** – JHL asked if there had been any news on this. Nothing has been received from OCC and KT will chase this up.

**Flooding at the Goggs** – KJ reported that a number of volunteers helped to dig ditches to drain the water away from the two houses concerned.

He said that a dry spell is now coming which should help with flooding issues, but 2-3 weeks are ideally needed so we are not out of the woods yet. He said we should consider having a stock of sandbags. He asked everyone to keep an eye out for blocked culverts .

TH said that in the Watlington Times we should as a Council thank everyone who came out and helped with the Goggs flooding problem.

TH referred to the letter sent by Ed Warner re flooding which will be dealt with by the Operations Committee, and this will be discussed more fully. TH said that the Wat One Team were looking at flood relief in this area and he is the custodian of this group. After 2 failed planning applications on the site referred to as Wat One, the group have been liaising with the Environment Agency for money towards a scheme on this land. He further added that retention of water in Watlington should perhaps be addressed by the NPAB.

**Flooding at Pyrton Lane/Prospect Place** – JHL was thanked for clearing out the culvert at this location.

**Councillor piece for Watlington Times**- KJ will write a piece for the March edition.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.20PM**

| <b>WPC - Balance Sheet : 09/01/2024</b> |                             |                          |                         |
|---|-----------------------------|--------------------------|-------------------------|
|   | <b>Start of<br/>2023/24</b> | <b>Current<br/>Value</b> | <b>Change<br/>in FY</b> |
| <b>RESERVES</b>                         |                             |                          |                         |
| Approx. Cashflow required               |                             | 41,365                   |                         |
| General Reserve available               | 60,772                      | 120,427                  | 59,655                  |
| Contingency Fund                        | 35,000                      | 35,000                   | 0                       |
| Allotment Sinking Fund                  | 0                           | 0                        | 0                       |
| Pavilion Sinking Fund                   | 0                           | 0                        | 0                       |
| Car Park Sinking Fund                   | 39,867                      | 39,867                   | 0                       |
| Parish Office Sinking Fund              | 0                           | 0                        | 0                       |
| Public Conveniences Sinking Fund        | 28,277                      | 28,277                   | 0                       |
| Ian Donaldson Bequest                   | 0                           | 0                        | 0                       |
| Section 106                             | 0                           | 0                        | 0                       |
| CIL Earmarked (draw down)               | 26,524                      | 167,012                  | 140,488                 |
| <b>Total</b>                            | <b>190,440</b>              | <b>431,948</b>           | <b>200,143</b>          |
| <b>BANK ACCOUNTS</b>                    |                             |                          |                         |
|   |                             | <b>At month end</b>      | <b>09/01/2024</b>       |
| Bank - Current A/C                      |                             | 2,740                    | 1,255                   |
| Bank - High Interest Account            |                             | 80,856                   | 80,856                  |
| Bank - Business Premium Account         |                             | 203,176                  | 199,175                 |
| Pavilion and Sport Field Account        |                             | 3,948                    | 4,244                   |
| Unity Trust Bank Account                |                             | 125,558                  | 125,558                 |
| <b>Total Bank Accounts</b>              |                             | <b>416,278</b>           | <b>411,088</b>          |
| Other balance sheet items               |                             | 15,670                   |                         |
| <b>Total Assets</b>                     |                             | <b>431,948</b>           |                         |

Payments to be authorised by Watlington Parish Council at Full Council Meeting 9th January 2024

| DATE   | TO WHOM            | DETAILS                               | INCL VAT        | VAT            | EXCL VAT        | Gen Reser      | MUGA              | Allotment      | Car Park     | Operations     | Central       | Wages          | Pub Con     | Grants        | Paid Power  |
|--|--------------------|---------------------------------------|-----------------|----------------|-----------------|----------------|-------------------|----------------|--------------|----------------|---------------|----------------|-------------|---------------|-------------|
| 04/01/2024   | SSE                | Gas                                   | 65.18           | 3.10           | 62.08           |                |                   |                |              |                | 62.08         |                |             |               | LGAS111     |
| 05/01/2024   | Staff              | Monthly Wages (new rate)net           | 4445.67         | 0.00           | 4445.67         |                |                   |                |              |                |               | 4445.67        |             |               | LGAS112     |
| 05/01/2024   | Castle Water       | Allotment Water                       | 23.93           | 0.00           | 23.93           |                |                   | 23.93          |              |                |               |                |             |               | LGAS111     |
| 09/01/2024   | Bookteq            | October and Novemer                   | 139.59          | 21.05          | 118.54          |                | 118.54            |                |              |                |               |                |             |               | LGAS111     |
| 09/01/2024   | TLGO               | Churchyard Maintenance October        | 300.00          | 50.00          | 250.00          |                |                   |                |              |                |               |                |             | 250.00        | RTRADS7     |
| 09/01/2024   | TLGO               | Grass Cutting October                 | 1564.92         | 260.82         | 1304.10         |                |                   |                |              | 1304.10        |               |                |             |               | LGAS111     |
| 09/01/2024   | Shield             | Dog Bin Emptying                      | 103.99          | 17.33          | 86.66           |                |                   |                |              | 86.66          |               |                |             |               | LGAS111     |
| 09/01/2024   | Oxtech             | Plumbing/Boiler Service Parish Office | 201.60          | 33.60          | 168.00          |                |                   |                |              |                | 168.00        |                |             |               | LGAS111     |
| 09/01/2024   | Wiseserve          | Remote Backup x 2                     | 48.00           | 8.00           | 48.00           |                |                   |                |              |                | 48.00         |                |             |               | LGAS111     |
| 09/01/2024   | Fieldform          | Final Payment                         | 4675.88         | 779.31         | 3896.57         |                | 3886.57           |                |              |                |               |                |             |               | LGAS1976519 |
| 09/01/2024   | Grundon            | Car Park Bin                          | 112.99          | 18.83          | 94.16           |                |                   |                | 94.16        |                |               |                |             |               | SHA1908     |
| 09/01/2024   | OCC                | Contribution for Bollards Couch/Broo  | 2951.66         | 491.94         | 2459.72         | 2459.72        |                   |                |              |                |               |                |             |               | LGAS111     |
|  | <b>Total</b>       |                                       | <b>14633.41</b> | <b>1683.98</b> | <b>12957.43</b> | <b>2459.72</b> | <b>4005.11</b>    | <b>23.93</b>   | <b>94.16</b> | <b>1390.76</b> | <b>278.08</b> | <b>4445.67</b> | <b>0.00</b> | <b>250.00</b> |             |
| <b>Receipts 12th December 2023- 8th January 2024</b> |                    |                                       |                 |                |                 |                |                   |                |              |                |               |                |             |               |             |
| <b>Pavilion</b>                                      |                    |                                       |                 |                |                 |                |                   |                |              |                |               |                |             |               |             |
|  | Rental of Pavilion | £                                     | 88.00           |                |                 |                | Parish Council    | £              |              |                |               |                |             |               |             |
|  | Sports Club        |                                       | £180.00         |                |                 |                | Locality Grant NP | 2510.00        |              |                |               |                |             |               |             |
|  | WTFC Rent Q3/Grass |                                       | £800.99         |                |                 |                | Cuxham Field 1/4  | 200.00         |              |                |               |                |             |               |             |
|  | Water Refund       |                                       | 666.4           |                |                 |                | West Room         | 60.00          |              |                |               |                |             |               |             |
|  | <b>Total</b>       | <b>£</b>                              | <b>1,735.39</b> |                |                 |                | Allotment Grant   | 500.00         |              |                |               |                |             |               |             |
|  |                    |                                       |                 |                |                 |                | MUGA              | 282.41         |              |                |               |                |             |               |             |
|  |                    |                                       |                 |                |                 |                | Allotment Rents   | 172.00         |              |                |               |                |             |               |             |
|  |                    |                                       |                 |                |                 |                | MUGA Tokens       | 12.29          |              |                |               |                |             |               |             |
|  |                    |                                       |                 |                |                 |                | <b>Total</b>      | <b>3736.70</b> |              |                |               |                |             |               |             |



Stornic Burn

A. Smulder

