



MINUTES OF THE MEETING OF WATLINGTON PARISH COUNCIL HELD AT 7PM ON TUESDAY 12th MARCH 2024 IN THE WEST ROOM

Present:

Councillors:

Nicky Smallbone (NS)- Chair
Steve Bolingbroke (SB) – Vice Chair
Ian Hill (IH)
Roger Beattie (RB)
Karyn Buck (KB)
Brenda Bradford (BB)
Andy Aherne (AA)
Denise Mallon (DM)

Officer:

Kristina Tynan (KT)

In Attendance:

Gill Bindoff (GB) – NPAB

Press:

Lily Shanagher – Henley Standard

Members of the Public:

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35/24 Apologies for Absence

Keith Jackson, Tim Horton, Isla Woodcock, Leo Pesci, James Herridge-Leng.

36/24 To receive Declarations of Interest

There were none notified.

37/24 Minutes of the Full Council Meeting held on 13th February 2024 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

38/24 Matters arising from the Minutes

There were none raised.

39/24 Chairman's Remarks

Thames Valley Police – NS stated that the police have been on patrol in Watlington and arrested someone with cannabis on his person. He was given an out of court caution. She said that it is good to see a police presence in our local areas.

Meet your Councillors – NS said that KB and herself will be at the Town Hall on Friday 26th April from 11am to meet with residents and answer any questions they have as well as updating on any issues that are raised. This will be publicised on Facebook and the Watlington Times.

40/24 Public Questions

Sylvia Glover – Christmas Common

SG thanked the Council and the Clerk for arranging a defibrillator at the Fox and Hounds at Christmas Common which will be installed shortly. There are 16 local residents who have signed up for defib training. She also thanked FvM who is arranging for the white lines which have completely been completely erased to replace these in the next financial year.

She said that the condition of the road in Christmas Common is still an ongoing issue. After 15 years the problem has still not been sorted out. OCC put in posts and 4 of these have been knocked down. The weight limit is never enforced as apparently there is nowhere that they could check weights, however she thought that the Christmas Tree barn may be a suitable location. SB said that at the last outreach meeting he reported that there was a group looking at traffic solutions and he agreed to add Christmas Common into the mix. Once the group has the information they need they will arrange a meeting with the residents of Christmas Common. He asked if SG would like to be a representative on the Traffic Working Group.

41/24 County Councillors Report

Cllr Freddie Van Mierlo had sent his apologies for the meeting and his monthly report has been emailed to Councillors.

42/24 District Councillors Report

Cllr Freddie Van Mierlo had sent his apologies for the meeting and his monthly report has been emailed to Councillors.

43/24 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].

Resolved: That the Balances of Accounts be accepted, and the List of Payments be paid, and both these reports were signed by the Chair and Vice-Chair

44/24 Committees:

A: FINANCE - There has been no meeting.

B: PLANNING -5/3/2024 - Gill Bindoff

Resolved:: That Council accept these notes from the meeting which was not quorate.

Planning Responses to SODC

Resolved: That Council agree the following responses to SODC from the Planning Committee.

P24/S0329/HH: 28 Ash Close:

NO OBJECTION

The relevant Neighbourhood Plan policies are: P1, P3 and P5:

This is a modest extension which is unlikely to have an adverse impact on the amenities of the neighbours at 26 Ash Close. The Parish Council has the following comments:

1. The extension appears to block existing access to the garden. To preserve future access to the garden the design should be amended.
2. The loss of garden area will result in a loss of biodiversity although the scale of the loss is small.
3. The proposed roof lights are not needed as the extension is small and has two good size windows. Roof lights are contrary to NP policy P3e: which requires good design to limit the impact of artificial light. Upward light spill is known to affect nocturnal wildlife including moths and bats. This is particularly important in a rural area.
4. Energy saving and water saving proposals are noted.

P24/S0451/FUL: Bin stores and cycle shelters at Red Kite View:

NO OBJECTION but one concern:

It is noted that the bin stores and cycle shelters are already in place. The Parish Council has no comments to make on the cycle shelters but is very concerned to see the objection from the County Council regarding drainage. Good provision should be made for drainage of water run-off from the bins areas to avoid any contaminated water polluting the surrounding area including the wildlife area between the housing and the Chalgrove Brook and the attenuation pond.

P23/S3300/HH: extension and outbuilding at 32, Old Norse Way:

OBJECTION:

The relevant Neighbourhood Plan policies are P3 and P5:

Key objections are as follows:

1. The Parish Council notes that the additional information that it considered is required for the application has not been provided – i.e. a Design and Access Statement and a Biodiversity Management Plan.
2. The Parish Council objected to the application on this site in November 2023. The very small amendments made to the design of the extension do not make a sufficient change to the relationship between the extension and the main dwelling. The extension is not visually subservient to the main house.
3. The drawings of the existing dwelling and garage are still not correct and do not show existing roof lights.
4. Previous comments on the conversion of the loft to provide a second storey of accommodation are still relevant.
5. There is still no information on the design of the proposed dormer windows.
6. Objections to the use of roof lights are sustained in view of their upward light spill and adverse impact on nocturnal wildlife and their non-compliance with the SODC Design Guide.
7. The information provided in the Arboricultural Impact Assessment and the Arboricultural Method Statement is noted. It is clear that the proposed extension will have an adverse impact on the boundary trees as it encroaches into the root protection areas and threatens the natural growth of the canopies. This is not acceptable.
8. If the development is approved there will be a significant loss of biodiversity and no gain. The boundary trees will be at risk and the existing garden area will be significantly reduced. It is not relevant that the side garden area has not been planted yet.
9. The Parish Council is very concerned that the outbuilding has already been constructed and supports the concerns of the neighbour. It is visually intrusive. No usable information is provided about the measurements of the building and it is a very dominant feature taking up the whole of the rear boundary of the property. It also significantly reduces the area of garden which also results in a loss of biodiversity.

P24/S0230/FUL: Site C: refuse strategy:

NO OBJECTION

The Parish Council notes this application which relates to the proposed development of 75 dwellings on the site. It appears that the residents of the affordable houses on the site have further distances to take bins to collection points.

P24/S0382/DIS: Site B: discharge of Condition 14 Lighting:

The Parish Council has the following points to make:

1. Lighting of the spine road which is part of the Watlington Relief Road must be fully consistent with lighting along the whole length of the WRR.
2. In view of the location of the site on the edge of the built up area of Watlington in close proximity to open countryside, the lowest level of lighting is expected. Although the use of 3000k lighting is acceptable, 2800 lighting is available and is preferred in order to have the least impact on the dark skies in the area and on nocturnal wildlife.
3. Provision for dimming of the lighting between midnight and 6.00a.m. is strongly supported and should definitely be actioned.
4. Lighting of the cul-de-sac areas should be reviewed. Lighting bollards should be used in preference to 6m standards. Bollard lighting is safe for pedestrians.
5. All lighting must be appropriately shielded to avoid light spill.
6. Provision of street lighting must be considered alongside provision for street trees.

Watlington Garage – It was noted that the developers have done a lot of work which has been without planning permission. However permission has now been granted from SODC. There are a lot of planning conditions and we will need to check that they comply with these. It was noted that the service station has been closed and we have no indication of when it will reopen.

Joint Local Plan – Our response was sent on this.

Watlington Relief Road – Our response was sent on this.

C. OPERATIONS – 20/02/24 – Ian Hill

RECOMMENDATION TO COUNCIL: That Council accept these minutes

D. PAVILION AND SPORTS FIELD – 12/2/2024 – Nicky Smallbone
RECOMMENDATION TO COUNCIL: That Council accept these minutes

E. NEIGHBOURHOOD PLAN ADVISORY BOARD – 22/1/2024
RECOMMENDATION TO COUNCIL: That Council accept these minutes

F. ALLOTMENTS – 29/1/24 – Roger Beattie
RECOMMENDATION TO COUNCIL: That Council accept these minutes

G. Charlotte Coxe Group

H. Retailers Working Group- Update KB

45/24 CIL Survey 2024 – The Survey Analysis has been emailed to members.

RECOMMENDATION TO COUNCIL: To make a decision on prioritising projects and allocation of funding – see attached paper from SB

46/24 Watlington Partnership - see attached paper from KB

RECOMMENDATION TO COUNCIL: That Council agree to the following actions/next steps:

- Provide a summary of results to all those that participated in the survey.
- Invite all Community Organisations in Watlington to a meeting to identify ways in which they can work together and how WPC can support his. We aim to use Eventbrite to manage interest/attendance.
- To ask the office to use the new marketing information to update the WPC website

47/24 Employers Discretionary Policies for the LGP pension scheme – attached

RECOMMENDATION TO COUNCIL: To agree these policies.

48/24 Financial Regulations Amendment
Contracts Section 11.1

RECOMMENDATION TO COUNCIL: To amend 11.1 from:

‘(d) Such invitation to tender shall state the general nature of the intended contract and the Clerk shall obtain the necessary technical assistance to prepare a specification in appropriate cases. The invitation shall in addition state that tenders must be addressed to the Clerk in the ordinary course of post. Each tendering firm shall be supplied with a specifically marked envelope in which the tender is to be sealed and remain sealed until the prescribed date for opening tenders for that contract.

TO

‘d) Tenders will be considered if submitted electronically in accessible PDF format, to the email address wpc@watlington-oxon-pc.gov.uk with the subject being called ‘Tender’ or else sent as a paper copy in a plain envelope, which must be securely sealed and shall not bear any distinguishing marks that indicate the identity of the sender. The envelope will be endorsed with the words ‘Tender for ...’ and must be forwarded to reach the Parish Office, 1 Old School Place, Watlington, OX49 5QH. All tenders submitted must arrive not later than 12 noon on the date fixed for the return of the tender. Until the time appointed for their opening, envelopes shall remain in the custody of the Town Clerk or RFO to whom they are addressed, and electronic tenders will remain unread’.

49/24 Letter of Authority to SOS - To authorise them to act on our behalf for the installation and connection of all utility infrastructure, metering and supply to the proposed development.

RECOMMENDATION TO COUNCIL: That this be signed by two councillors and witnessed by the Clerk as per our Standing Orders (23).

50/24 Project Updates – If anything to report

51/24 Consultations

52/24 Reports from Organisations and Representation on other bodies

53/24 Correspondence- see attached list – please let the office know if you want a copy of a specific letter.

54/24 Other Matters for Discussion at the discretion of Chair
To note any other matters raised by Members of the Council