



# Watlington Parish Council

Parish Clerk: Kristina Tynan  
Watlington Parish Council  
1 Old School Place  
Watlington  
OXON OX49 5QH

Tel: 01491 613867 Email: WPC@watlington-oxon-pc.gov.uk

## MINUTES OF THE FULL COUNCIL MEETING OF WATLINGTON PARISH COUNCIL HELD AT 7PM ON TUESDAY 14<sup>th</sup> DECEMBER 2021 VIA ZOOM

**Present:**

**Councillors:**

Matt Reid (MR) – Chairman  
Ian Hill (IH) – Vice Chairman  
Tim Horton (TH)  
Margaret Noon (MN)  
Steve Bolingbroke (SB)  
Andrew McAuley (AM)  
Roger Beattie (RB) – left before Agenda Item 11 (Minute 160/21)  
Alex Basden (AB)  
Terry Jackson (TJ)

**Officer:**

Kristina Tynan (KT)

**In attendance:**

Gill Bindoff (GB)- NPAB

150/21 Apologies for Absence

Rob Smith.

151/21 To receive Declarations of Interest

There were none notified.

152/21 Minutes of the Full Council Meeting held on 9<sup>th</sup> November 2021 to be agreed and signed as a correct record

**Buses** page 2, line 2, Minute 141/21 refers, to remove 'semi-flexible'.

**Watlington Volunteer Drivers**, page 43, last line, Minute 148/21 refers, to change 'SB reported' to 'SB will contact them to see'.

**Resolved:** That with the two change above, these minutes are a correct record of this meeting and will be signed by the Chairman.

153/21 Matters arising from the Minutes

**Watlington Volunteer Drivers** (Minute 148/21 refers) – SB reported that the WVD will take residents to CAB for appointments. There will be an advert in the next Watlington Times advertising this new service.

**Buses** (Minute 141/21 refers) – TJ said that a meeting will be set up with FvM and the Transport Group in the new year.

154/21 Chairman's Remarks and update on COVID 19 and Watlington

MR said that it has been a tough year and thanked Councillors for all their work during the year even though it has been hard. We still need more Councillors and asked all to keep talking to people about the role. He thanked SB for motivating the Council and pushing issues forward with which we need to keep up the momentum now we have some big projects on the go.

155/21 Public Questions

There were none raised.

156/21 County Councillors Report

Freddie Van Mierlo had sent his apologies and his monthly update has been emailed to all Councillors. It was noted that FvM has made astounding progress on a number of fronts.

157/21 District Councillors Report

No report had been received. SB reported that he had a meeting with Anna Badcock to discuss the Sports Strategy and asked that she attend a meeting in the New Year possibly in February.

158/21 To receive the Balance of Accounts, Receipts received and approve the list of Payments to be settled.

TH 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.

**Resolved:** That the Balances of Accounts and the List of Payments be settled and that they be signed by the Chairman and the Vice- Chair of Finance.

These are shown at the end of these minutes.

159/21 Committees:

**A: FINANCE**–11/11/21 -Tim Horton

**Resolved:** That Council accept these minutes

**Budget** – TH reported that this is now in a revised format and makes it easier to see the bigger financial picture.

**Financial Reporting**

**Resolved:** That Council agree to the proposal outlined in the November Finance Minutes to change the way earmarked funds are reported and the items above to be moved to general reserves as shown in the Finance Minutes

**Recreation Ground Master Plan – Project Business Case Approval**

**Resolved:** That Council approve up to £5000 to be spent on professional services to progress the recreation ground master plan which will be taken out of CIL money. The process will be done through competitive tendering. That the tender documents be considered by the Major Project/CIL group and the decision on who to appoint be delegated to the Finance Committee.

SB reported that he is looking at the drainage issues at the Pavilion and we have quotes to analyse what is there and whether it would be possible to connect to mains drainage and if so, what the costs would be, and we need to commission this work as it has implications for all the proposed projects in this area. It was agreed that this work be commissioned under our Financial Regulations.

**Nettlebed Parish Council** - requesting use of some space to work in Parish Office (max 12 hours per week)

MR stated that this also gives more security to the Clerk and is useful to have good working relations with other Parish Councils.

**Resolved;** That we allow the Clerk at Nettlebed some space to work in the Parish Office for a sum of £300 per year.

**Clean Slate** – Requesting a grant to provide long term emotional support for survivors of abuse in Watlington.

**Resolved:** That we award a grant £100 to Clean Slate.

**B: PLANNING** 7/12/2021- Andrew McAuley

**Resolved:** That Council accept these minutes

**PYR 2** – MR said that this land is outside of our Parish and Pyrton is voting on this tonight and they are likely to approve it. MR will send out our draft response to all Councillors which has been discussed in the Interface Committee.

**Grove Farm, Holiday Pods application** – AM will be speaking against this at the SODC Planning Committee meeting. We have written to all the members individually stating our objections and urging for a site visit. AM said it does not bring any benefits to the area and is likely to impact substantially on the community in this SSSI in the AONB.

**C: STRATEGY** - Andrew McAuley – There has been no meeting

**Watlington Parish Council** – MR said he will be bringing a paper to the December Meeting to look at the ramifications of potentially reducing Councillor numbers.

**D. OPERATIONS** –18/11/2021– Ian Hill

**Resolved:** That Council accept these minutes

**Annual Tree Management Survey**

**RECOMMENDATION TO COUNCIL:** That WPC contacted in good faith professional advice on our tree management but as we have had no communication that WPC re-tender for our Tree Management Annual Plan.

The Recommendation was withdrawn as we now have been given some dates, and it was agreed to re-tender for the Annual Survey next year.

**Pyrtton Lane** – We need to get a public response on this, and OCC have sent out a Consultation.

**20mph** – IH has sent out the draft application for a 20mph to Councillors for comment. The NPAB have produced a quick survey which will be delivered to all households and a survey monkey version will be posted on our website and Facebook. IH will send out the application form to OCC tomorrow. Christmas Common and Greenfield would be looked at separately and would need to be another application, however IH stated that these areas do not fit within the requirements.

**E. PAVILION AND SPORTS FIELD** –22/11/2021- Matt Reid

**Resolved:** That Council accept these minutes

MR said that that some good progress was made and that there were some good constructive conversations. There is still a lot of work to be done and WPC may need to put some things in the building to rights before March 2023.

SB stated that he has now had a response from Beechwood Estates and needs information from the Clubs before a meeting with Beechwood in the New Year.

**F. NEIGHBOURHOOD PLAN ADVISORY BOARD** – 15/11/2021

**Resolved:** That Council accept these minutes

**G. ALLOTMENTS** – 9/12/2021- Roger Beattie

**Resolved:** That Council accept these minutes

**Providence Land and the bridleway at the edge of Pyrtton Lane** – It was agreed that this issue needs to be discussed with the Allotment Committee if a Plan B is needed. A plan will be needed.

**Water Upgrade** – the work should be completed by the end of March 2022.

**H. INTERFACE COMMITTEE** – No report given. Comments were made under the Planning Item.

160/21 Climate Action Plan –

SB gave a PowerPoint presentation on this which is available from the Parish Office.

**Resolved:** To agree to Proposals 1 -7 on the attached WPC Action Plan for Watlington

MN suggested that there is a display on this in the library and it could be taken to the schools etc as all levels of our population have a responsibility for Climate Actions.

It was noted that each project will need a business case.

TJ thanked SB for his work on putting the plan together. It was suggested that this be communicated to OALC as many parishes are struggling to put one together.

161/21 Consultations

**1. SODC Community Governance during 2022** – This will be discussed initially at the Strategy Committee Meeting.

**2. OCC Budget Consultation 2022/2023** – Deadline Wednesday 5<sup>th</sup> January 2022 – It was agreed that this be delegated to the Finance Committee.

162/21 Correspondence for Information – List was attached to the agenda papers.

There was no correspondence that needed discussion.

163/21 Extension to Meeting Time

In relation to Standing Order 3 (w) and with the time approaching 9pm it was:

**Resolved:** That we extend the meeting time for 20 minutes.

164/21 Reports from Organisations and Representation on other bodies

**First Steps** – They have written to WPC thanking us for the grant which they greatly appreciate. MN reported that they really struggled with finances during Covid. They are back in the Watlington Hub and MN will keep in regular touch with them.

**Transport Group** – They will be meeting with FvM in the New Year.

**WGAC and CPRE** – They have just rejuvenated and planted a new hedge in West Meadow.

**WBA** – MR extended our thanks to them for the Christmas Fair and the Christmas Light display. Some Watlington businesses will be on Country File on the 19/12/2021.

**FOWL** – MN reported that she has now had the library training and is now a volunteer. She was unable to attend the last meeting, but FOWL has recruited 10 new volunteers and has a Customer Service representative appointed. Next year they are planning on putting on bigger events.

**Under 5 provision** – There will be a meeting next term will all who have under 5 provision attending. MN will also be in attendance.

**Rainbow Nursery** – Some children from the nursery were present on Remembrance Day and they laid crosses at the War Memorial, and it is good that they take part in local activities in the community they will grow up in.

165/21 Other Matters for Discussion at the discretion of Chair

MR thanked everyone for attending the meeting and hoped that everyone has a great time over Christmas with their families.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.20PM**



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## Barclays Bank PLC

Please provide balance on Parish Accounts as at close of business  
On 13/12/2021

Barclays Premium A/C	£	144,203.13 CR
Barclays Current A/C	£	2,913.73 CR
Barclays High Interest Bus A/C	£	80,016.47 (CIL: £26,523.01)
Barclays Pavilion Account	£	9,345.80 CR

**TOTALS** £ 236,479.13 CR

Account held by WPC for the  
Young People Fund

£ 26,540.22

Signature of Chairman:

Date: 14<sup>th</sup> December 2021

Accounts for Payment to be authorised by Watlington Parish Council Full Council Meeting 14th December 2021													Paid			
Date	TO WHOM	DETAILS	Number	Pub Conv	Special Projec	TH Grant	Operations	Central	Wages	Car Park	INCL VAT	VAT	EXCL VAT	Power		
19/11/2021	HMRC	Tax and NI EE and EY	BACS						1983.96		1983.96		1983.96	LGAS112		
19/11/2021	SODC	Dog Bin Emptying Oct 1-15	BACS				74.52				74.52	12.42	62.10	LGAS111		
01/12/2021	All Staff	Wage/Salaries	BACS						3882.69		3882.69	0.00	3882.69	LGAS112		
14/12/2021	Pet Waste Solutions	Dog Bin Emptying July 2021	BACS				72.00				72.00	12.00	60.00	LGAS111		
14/12/2021	Beechwood Estates	Rent Annual	BACS					5000.00			5000.00		5000.00	LGAS111		
14/12/2021	Ricoh	Quarterly Photocopier costs	BACS					429.58			429.58	71.60	357.98	LGAS111		
14/12/2021	TLGO	Grass Cutting October	BACS				1478.40				1478.40	246.40	1232.00	LGAS111		
14/12/2021	Adam Clissold	Works in Rec	BACS				210.00				210.00		210.00	LGAS111		
14/12/2021	WCAG	Chalk Streams Project (Agreed)	BACS					1000.00			1000.00		1000.00	LGAS111		
14/12/2021	Donald Cousins	Paddock Gardening Oct	BACS				180.00				180.00		180.00	LGAS111		
14/12/2021	Shield Maintenance	Dog Bin Emptying	BACS				103.99				103.99	17.33	86.66	LGAS111		
14/12/2021	Collingsgroundworks	Potholes repair in Rec	BACS				354.00				354.00	59.00	295.00	LGAS111		
14/12/2021	Visionict	Neighbourhood Plan Website Ann	BACS					447.60			447.60	74.60	373.00	LGAS111		
14/12/2021	Ollie Brake	SID moving	BACS				90.00				90.00		90.00	LGAS111		
14/12/2021	Wiserve	Remote Back up	BACS					48.00			48.00	8.00	40.00	LGAS111		
14/12/2021	Bongo IT	O365 outlook - 9134 December	BACS					22.56			22.56	3.76	18.80	LGAS111		
14/12/2021	Glanvilles	Invoice 2	BACS					600.00			600.00	100.00	500.00	LGAS111		
14/12/2021	OCC	Comet Jounerys	BACS					188.00			188.00		188.00	\$137		
14/12/2021	Devey Tree Care	Removal of Dead Birch Mansle Gdns	BACS				360.00				360.00	60.00	300.00	LGAS111		
14/12/2021	Kathryn Davies	Conservation Area Appraisal 80%	BACS					4902.85			4902.85		4902.85	LGAS111		
14/12/2021	SSE	OSP Gas	BACS					76.36			76.36	3.63	72.73	LGAS111		
14/12/2021	Azure Hygiene	Pub Conviences Supplies	BACS				47.57				47.57	7.93	39.64	LGAS111		
	<b>Totals</b>						<b>47.57</b>	<b>0.00</b>	<b>0.00</b>	<b>2922.91</b>	<b>12714.95</b>	<b>5866.65</b>	<b>0.00</b>	<b>21552.08</b>	<b>676.67</b>	<b>20875.41</b>
<b>Receipts 13 October 2021- 9th November 2021</b>																
<b>Pavilion</b>																
		Loyalty Reward	£	0.42										Loyalty Reward	1.96	
		Rental of Pavilion	£	99.00										Allotment Rents	96.00	
		Sports Club Bin Refund		225.53												
		<b>Total</b>	£	<b>324.95</b>	<b>Total</b>										£	<b>97.96</b>