



MINUTES OF THE FULL COUNCIL MEETING OF WATLINGTON PARISH COUNCIL HELD AT 7PM ON TUESDAY 13th DECEMBER 2022 IN THE WEST ROOM

Present:

Councillors:

Matt Reid (MR) – Chairman
Andrew McAuley (AM)
Ian Hill (IH)
Brenda Bradford (BB)
Roger Beattie (RB)
Rob Smith (RS)

Officer:

Kristina Tynan (KT)

County Councillor:

Freddie van Mierlo

In Attendance:

Gill Bindoff – NPAB

Press:

Alexa - Henley Standard

Members of the Public:

2 (Item 7) 7 for item 11A

159/22 Apologies for Absence

Alex Basden, Tim Horton.

160/22 Election of Vice-Chair

MR reported that since the last meeting, Steve Bolingbroke has resigned from the Council which is a great loss to the Council. He was instrumental in getting a lot of things done.

Matt Reid nominated Andrew McAuley, and this was seconded by Ian Hill. There were no other nominations.

Resolved: That Andrew McAuley be elected as Vice-Chairman.

161/22 To receive Declarations of Interest

There were none notified.

162/22 Minutes of the Full Council Meeting held on 8th November 2022 to be agreed and signed as a correct record

One amendment was agreed, Minute 101/22, E Neighbourhood Plan, page 99, to remove the word 'SODC' from before the words 'draft design guide'.

Resolved: That with the amendment above, these minutes are a correct record of this meeting, and these were signed by the Chairman.

163/22 Matters arising from the Minutes

There were none other than agenda items.

164/22 Chairman's Remarks– Matt Reid

MR said that this is the last parish council meeting before Christmas. There will be elections in May 2023 and need to do some recruitment as it would be good if we had a contested election, which would mean more than 14 people would need to stand. This would be very healthy in a community

which is very passionate about issues. MR thanked all Councillors for their work and hoped that everyone has a good break over the Christmas period.

165/22 Public Questions

Chris Bidgood (Britwell Salome Parish)

Football Pitch Lights – CB stated that the LED lights on the existing football pitch can be seen in Britwell which is 2.5 miles away and other villages. The light spill is astonishing and needs to be addressed. He has been in dialogue with Keith Woolfson (WTFC) and he is keen to address this issue. The company who installed them has said that cowls could be installed to direct the beam downwards and the lights can be adjusted. If they need to draw on some funds CB said that he hoped WPC would give some financial help. Shirburn and Pyrton have also expressed concerns about this.

IH reported that WEG had a huge criticism of these lights with the main concern being the impact on local wildlife and on the dark skies.

RB asked when planning permission was given for the original poles and lights and it was unsure whether planning permission was needed at the time. The clerk will look into this.

It was requested that the floodlights which will be on the MUGA do not affect the dark skies. RB stated that this has been done during the planning process.

Edge Road

CB said that traffic has increased in Britwell by a factor of seven over the last 13 years. The SID monitors traffic in both directions. There is concern about the impact the Edge Road and the developments will have on Britwell Salome and said that he may come back to a meeting when the edge road consultation comes out.

MR stated that all parishes need to work together to make sure we get the right traffic mitigation and will need to work with FvM. He said he would organise a meeting to see what the common needs are.

GB said that we are waiting for the latest traffic data that OCC are currently gathering.

166/22 County Councillors Report - Cllr Freddie Van Mierlo

Oxford traffic filters - The Oxfordshire Fair Deal Alliance has taken a bold step to reduce congestion in and around Oxford with traffic filters. During the times they are operating, traffic filters prohibit private motor vehicles without a filter pass from going through them. Oxfordshire County Council has approved a plan to introduce six filters across Oxford, including at St Cross Road, Thames Street, Hythe Bridge Street, St Clements, Marston Ferry Road, and Hollow Way. This is being done because car use in Oxford has doubled in the last 20 years and is likely to get considerably worse with further housing developments. Road space has not doubled, resulting in high levels of congestion and bus routes becoming unsustainable. Traffic filters are a congestion measure, aimed at reducing the number of private car journeys to free up space for buses. The benefits will include faster bus journeys and faster journeys for anyone using a filter pass. Everywhere you can currently reach by car in Oxford can still be reached by private motor vehicle albeit by a different route. Households outside the city will also get up to 50 filter passes per year (25 per person/vehicle) to go through the filters with their private car. Exemptions also exist for e.g., blue badge holders and carers. minutes. The filters will make using the Redbridge Park and ride much more attractive due to faster buses from Redbridge into the centre. This will be done around January 2024.

Education commission launched - OCC has launched an independent 'Education Commission', tasked with improving educational outcomes for all children and young people. A key goal of the commission will be to look at reducing the gap in educational attainment for disadvantaged children and children with special educational needs and disabilities. The commission will speak to all interested parties about what a world class education system might look like for Oxfordshire and what needs to change. The commission will be independently chaired and made up of members representing educational settings, establishments, and key stakeholder groups across Oxfordshire.

FvM stated that this is top of his agenda as he has had many residents contact him about problems with current situation.

Streetlights in Watlington – FvM was pleased to report that the lights that have not been working for months around Willow Close and Chapel Street have at long last been repaired by SSE which is excellent news.

Edge Road – OCC have had a meeting with Pyrton and Shirburn. The current timing for the public consultation is February 2023. This will be a four-week consultation and there will be two face to face meetings with the community scheduled.

FvM stated that WPC at the last meeting chose not to progress with Steve Bolingbroke's traffic paper to explore various options that are available, and he hoped that WPC would progress this soon.

MR asked if there would be any OCC funding available for this. He said the stumbling block at the last meeting was the cost of doing this. FvM said that there will be new funding available from April if he is given his County Councillors grant again and that he would be happy to support this. He said he would also be happy to help to try to secure some funding.

Sylvia Mountford - said that she had been to a meeting of this group, chaired by SB and that WPC had decided not to progress with this at the meeting of the 11/11/22. She said that there had been a considerable amount of work done on this and SB had produced a lot of information including pros and cons for 26 different options. Also included were ways to 'beautify' Watlington. She urged Council to re-visit this as soon as possible. She said she was pleased the FvM is in support of doing this. SM stated that some options would be beneficial to the business community.

MR stated that the above comments have been taken on board and WPC is appreciative of his work. He said that SB is missed already, and it has only been one month.

Charlotte Cox Trust – This is in the process of being transferred to Watlington after a lot of perseverance.

167/22 District Councillors Report - Cllr Anna Badcock
No report had been received.

168/22 To receive the Balance of Accounts, Receipts received and approve the list of Payments to be settled.
MR read out the Balance of Accounts and proposed that the list of payments be settled as per the prescribed process. He said the biggest payment on the list is for the MUGA at £118,811.81 and this will be taken from our CIL funds.

IH stated that at the November Full Council meeting the total holding of WPC was £546,218.12 and today the balance is £509,374.79 and asked why it was so high.

[**Post Minute Note:** Payments authorised at Nov Full Council were £39,804.78 which would give a balance of £507,413.34. However, some receipts have also been received so the balance of account are in line with what they should be]

Resolved: That the Balances of Accounts and the List of Payments be settled and that they be signed by Matt Reid, Chair and Ian Hill, Member of Finance.
These are shown at the end of these minutes.

169/22 Committees:
A: FINANCE - There has been no meeting

Resolved: That Margaret Noon be appointed as a member of the Finance Committee.

A. Precept and Budget for 2023/24

At the last Full Council meeting Council agreed,
That the budget in principle be set at £157,286.00 with £10,000.00 to come out of general reserves which would give a precept of £147,286.00 which is an increase of 3.4%. (This was using a taxbase of 1243.90). The actual tax base is 1224.70.

Council to agree the precept figure so that the detailed budget can be presented to Full Council in January 2023 – *document for different scenarios* had been sent to Members.

Discussion took place on this and a 3.4% and 5% increase was discussed. It was noted that inflation is at 10%. The Tax Base figure was also lower than originally thought. The majority of Members were minded going with a 5% increase. The Finance Committee will look at the budget in detail for 23/24 in light of this increase and will come back to the January meeting with a final recommendation.

MR gave thanks to the Clerk and Steve Bolingbroke for all their work on this to date. He said he has sat down with them both to go through how the figures and management accounts are worked out. There will be a Finance Meeting at the beginning of January.

Grant Requests

1. First Steps – Requesting a grant of £5K - This was agreed and has been budgeted for.

2. Bowls Club - Requesting a grant of £1K

3. Wild Oxfordshire - Requesting a grant of £800.00

The two applications above were deferred and will be looked at by the Finance Committee in the first instance before a recommendation comes back to Full Council.

MUGA Charging – MR had sent out the following:

The proposed rate was originally a flat £10ph, but in light of further discussions with Smurfit I'm suggesting three new amendments to the original motion, so altogether the proposal is now:

- 1) 16:30 - curfew (time to be agreed) £10 for any Watlington based organisation.
- 2) As above, but £15ph for any non-Watlington based organisation.
- 3) Any time prior to 16:30 (off peak). £5ph.
- 4) That WPC set aside £180 per month towards the new MUGA sinking fund. (Original business case saw WPC paying £15000 (1/2 the total cost over 7 years).

Clients of Smurf fit also spoke on this issue in support of Smurfit. It was noted that SODC subsidise some of the senior classes as provides a health programme in order to keep people active and out of hospital.

There was much discussion on this and the £30K figure to replace the carpet was queried. AM said it was more likely to be £40 -£60K over 10 years. This issue needs further clarification.

AM stated that this facility is a Multi-Use Game Area, and it has not just been built for Football. Booking will be taken on a first come first served basis. No sport will have priority

Resolved: That AM, and RB meet with Smurfit, that a carpet replacement figure is clarified, and AM and RB will come forward with a recommendation to the next meeting.

Any charging regime will be reviewed after 6 months.

Statement of the Internal Audit Review

Resolved: To 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 - e.g., 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 her advice – e.g., in transferring the Receipt and Payment accounts, operated through the year, into Accrual accounts needed for audit. The Chairman of the Council or Chair of Finance checks the monthly SAGE reconciliation with the Bank Statements, and these are then signed.

Were the Clerk to leave or become temporarily unavailable, the Internal Auditor would assist a new or acting clerk'.

B: PLANNING 6/12/2022 – Andrew McAuley

Resolved: That Council accept these minutes

AM stated that the Committee objected to an application for Grove Farm for a single house. He stated that there are 4 outstanding applications already on this site. The main objection is that this area does not feature in the SODC Settlement Hierarchy and as such is considered by SODC as an unsustainable location for any form of development. It lacks basic amenities; is not served by public transport; does not have direct access by foot to a service centre and is in a dark sky area where travel by foot at night would be extremely unsafe. He also said that it is hoped that Anna Badcock will call this into Committee if the Officer is minded to grant planning permission.

C. OPERATIONS- 17/11/2022 – Ian Hill

Resolved: That Council accept these minutes

Traffic Survey – Proposer Ian Hill

Resolved: That we commission a speed survey on the road leading to Lys Mill so as to get updated figures for speed and useage on this road. Cost approximately £200.

D. PAVILION AND SPORTS FIELD –Meeting 12/12/2022 – MR

Minutes not yet available

MR reported that there was a meeting last night and the clubs are being more forward looking and that real progress was now being made. They understand that the WPC Budget next year will be £5K (not including the field rent).

MR said that there had been an error in the Henley Standard about the money owed to WPC. It stated that rent was owed but this was not correct. He asked that a revision be put in the next edition.

E. NEIGHBOURHOOD PLAN ADVISORY BOARD – 12/12/2022

Minutes not yet available.

GB stated that this meeting was an end of year review on how the NP Review has progressed. Public Consultation will start in January 2023 and there will be a meeting with the Business Community to refine policies for employment etc.

F. ALLOTMENTS –29/11/2022 - Ian Hill/Roger Beattie

Resolved: That Council accept these minutes

RB said that he attended the launch of the Community Shed and Compostable Toilet. The next project will be to sort out the 'road' in the middle of the allotments and also to look into providing raised beds for disabled people. IH stated that the committee is very dynamic and have generated a lot of interest and involvement in developing the allotments and is a very positive change.

G. INTERFACE COMMITTEE –Matt Reid

MR reported that there had been a workshop with OCC with Harbi and the designers. Regarding the issues with Pyrton Lane GB asked if the minutes from the OCC recorded meeting could be obtained. FvM said he would follow this up. MR said he will arrange to meet the new Chair of Cuxham.

H. CHARLOTTE COXE SHADOW BODY – We are awaiting financial information from OCC. MR will follow this up.

170/22 Consultations

OCC – Pyrton Proposed 20mph Speed Limit- deadline 30/12/2022

Oxfordshire County Council wants to make our built environments safer and more attractive places to walk and cycle. To enable this, 20mph speed restrictions are being used to help promote alternative modes of transport for local travel. Further details on how the council is considering

making 20mph the new 30mph for Oxfordshire communities can be found [here](#).

We're therefore asking for your views on the proposal to introduce a 20mph speed limit throughout Pyrton, replacing the existing 30mph speed limit in the main residential area in its entirety. Small sections of 30mph within the parish boundary but outside of the residential village extents will remain as currently signed on the B4009 Shirburn Road & the Stokenchurch to Christmas Common Road. The proposals are being put forward following road safety concerns raised by the parish, and form part of a countywide programme of works that seeks to deliver 'a safer place with a safer pace' for the residents of Oxfordshire. In light of this, please find the following consultation documents attached:

- Public Notice,
- Statement of Reasons,
- Consultation Plan(s), and
- Draft Traffic Regulation Order.

Details are also available to view on the Councils consultation portal at the address below:
https://letstalk.oxfordshire.gov.uk/pyrton_20mph2022

Resolved: That Watlington Parish Council make no comments on this.

171/22 Correspondence for Information – List attached to the agenda
There was no correspondence that needed to be discussed.

172/22 Reports from Organisations and Representation on other bodies
Youth Club – BB reported that the new committee has been formed and there will be a meeting in the New Year.

Public Art Group – BB said that David Cotterill has been approached to be on this group.

173/22 Other Matters for Discussion at the discretion of Chair

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9PM



Watlington Parish Council

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Summary of WPC Bank Balances for Full Council

Balance on Parish Accounts at 1pm on 13/12/2022

Barclays Premium A/C	£	298,386.22
Barclays Current A/C	£	2,591.67
Barclays High Interest Bus A/C	£	80,093.78
Barclays Pavilion a/C	£	2,654.68
Unity Trust **	£	125,648.44
Totals	£	<u>509,374.79</u>
Held by WPC for Young People Fund	£	26,543.54

Signature of Chairman:

Date:

13th December 2022

Accounts for Payment to be authorised by Watlington Parish Council Full Council Meeting 13th December 2022														Paid	
DATE	TO WHOM	DETAILS	Payment	Allotment	Pub Conv	Special Proj/CIL	TH Grant	Operations	Central	Wages	Grants	INCL VAT	VAT	EXCL VAT	Power
20/11/2022	Toad Hall	Lawnmower for Allotment		449.00								449.00	74.83	374.17	SHA 1908 ss23,25
30/11/2022	TJ Scott	Youth Worker									105.00	105.00		105.00	S137
30/11/2022	Staff	October Caretaker and Cover								1345.39		1345.39	0.00	1345.39	LGAS112
03/11/2022	Staff	Salaries /Wages November	BACS							4874.73		4874.73		4874.73	LGAS112
13/11/2022	Playdale	Playground Inspections						312.00				312.00	52.00	260.00	LGAS111
13/11/2022	Vision ICT	Neighbourhood Plan Website Hosting							408.00			408.00	68.00	340.00	LGAS111
13/11/2022	TLGO	Grass Cutting October 2022						1564.90				1564.90	260.82	1304.08	LGAS111
13/11/2022	TLGO	Church Grass Cutting October 2022									300.00	300.00	50.00	250.00	S137
13/11/2022	WBA	Christmas Trees December 2021							350.00			350.00		350.00	LGAS111
13/11/2022	Viking	Stationary							32.93			32.93	5.49	27.44	LGAS111
13/11/2022	Viking	Stationary							86.94			86.94	14.49	72.45	LGAS111
13/11/2022	Wallgate	Soap for Dispensers						100.51				100.51	16.75	83.76	LGAS111
13/11/2022	Amazon	Allotment Supplies		86.55								86.55	14.43	72.12	SHA 1908 ss23,25
13/11/2022	Viking	Paper	51.48									51.48	8.58	42.90	LGAS111
13/11/2022	Shield	Dog Bin Emptying #6091						103.99				103.99	17.33	86.66	LGAS111
13/11/2022	Wiseserve	Remote Back Up x 2							48.00			48.00	8.00	40.00	LGAS111
13/11/2022	Devey Tree Care	Hedge Works Mansle Garden						240.00				240.00	40.00	200.00	LGAS111
13/11/2022	Adam Clissold	Work in Recreation Ground						227.00				227.00		227.00	LGAS111
13/11/2022	Grundon	Car Park Bin Emptying						112.00				112.00	18.67	93.33	LGAS111
13/11/2022	Oxfordshire Youth	Annual Membership									65.00	65.00		65.00	LGAS111
13/11/2022	O Brake	SID moving and data download						120.00				120.00		120.00	LGAS111
13/11/2022	Field Form	Stage 3 Payment				118811.81						118811.81	19801.97	99009.84	SHA 1908 ss23,25
Totals				535.55		0.00	118811.81	0.00	2780.40	925.87	6220.12	470.00	129795.23	20451.36	109343.87
Receipts 8th November to 12th December 2022															
Pavilion															
Rental of Pavilion	£	99.00													
						Parish Council									
						Interest	173.49								
						Allotment Rents	73.00								
						Loyalty Rewards	2.78								
						Griffiths Donation Plants	420.00								
Total	£	99.00	Total			£	669.27								

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