



MINUTES OF THE MEETING OF WATLINGTON PARISH COUNCIL HELD AT 7PM ON TUESDAY 11th JULY 2023 IN THE WEST ROOM

Present:

Councillors:

Nicky Smallbone (NS) – Chair
Karyn Buck (KB)
Brenda Bradford (BB)
Keith Jackson (KJ)
Tim Horton (TH)
Ian Hill (IH)
Isla Woodcock (IW)
Leo Pesci (LP)
Andy Aherne (AA)
Roger Beattie (RB)
Stephanie Halliwell (SH)
Denise Mallon (DM)
James Herridge-Leng (JHL)

Officer:

Kristina Tynan (KT)

In Attendance:

Gill Bindoff (GB) – NPAB

County and District Councillor:

Freddie van Meirlo (FvM)

Press:

Lily Shanagher – Henley Standard

109/23 Apologies for Absence

Steve Bolingbroke.

110/23 To receive Declarations of Interest

Denise Mallon declared an interest in Agenda Item 15, letter No 383 - Smurfit asking if she could install storage boxes by the MUGA. She said she attended Smurfit Classes and therefore would not vote on this issue.

111/23 Minutes of the Full Council Meeting held on 20th June 2023 to be agreed and signed as a correct record.

One change was agreed: Minute 101/23, page 3, Q and A, that 'gave' be replaced by 'did not' on sentence 2, so the sentence now reads '*However, the previous regime DID NOT give a service, which is not statutory obligation*'.

Resolved: That with the amendment shown above that these minutes be signed by the Chairman as a correct record of this meeting.

112/23 Matters arising from the Minutes.

There were none other than agenda items.

113/23 Chairman's Remarks

NS said that in the recent Watlington Times there have been bios about herself and SB. She asked that

all Councillors prepare a short bio which can be put in future editions. AA will prepare his for the July Watlington Times.

114/23 Public Questions

There were none notified.

115/23 County Councillors Report - Cllr Freddie Van Mierlo

FvM reported on the following issues:

Holding utilities companies to account: OCC is seeking permission from the government to adopt a 'lane rental scheme'. The scheme aims to reduce disruptive roadworks by utilities, incentivising them to keep to schedule and work off-peak. Fees of up to £2,500/day can be collected and reinvested in the road network. The surplus could be upwards of £2 million a year from 2024-2025.

DIY waste: The government has announced charges for DIY waste collected at household waste and recycling centres (HWRC) should be abolished. OCC is awaiting instruction from the government on when this change should be made. The charges currently help to subsidise the cost of running waste collection centres by £0.5m a year. Government is providing no additional funding to cover the shortfall created, meaning funding will need to be found through savings or increased council tax.

Nature recovery: Oxfordshire County Council has been designated as the lead authority for nature recovery in the county. The responsibility comes with additional funding from a £14 million pot to be divided between 48 councils. Local nature recovery plans were made a legal requirement by the Environment Act 2021

Ofsted inspection: Ofsted and the Care Quality Commission are carrying out an inspection of services for children and young people with special educational needs and disabilities (SEND). Parents and other interested groups are being encouraged to respond to a survey.

Hardship fund: OCC's hardship fund ([Resident Support Scheme](#)) was launched in June, and this has wide scoping discretion.

Councillor priority fund: This is now open for applications. FvM has £15K to spend over two years on projects that the community values. He tries to spend this sooner rather than later especially with the current increased rate of inflation.

Home Upgrade Grants: OCC & its partner AgilityEco is reaching out directly to households who will qualify to benefit from Home Upgrade Grants to improve energy efficiency for 'off-grid' homes.

Watlington Issues

Brook Street – There are many large vehicles mounting the pavement and there is a meeting on Friday to look into this.

Footpath from Red Kite View to Cuxham Road - – OCC will meet with Bloor to discuss these. The date for it to be open is October 2023.

Charlotte Coxe Trust (CCT) – FvM has been in touch with Richard Hodby (OCC) and said that OCC are ready to transfer ownership to WPC. The onus is now on the Parish Council to do what is necessary to make this happen.

Traffic Calming on Hill Road – FvM reported that there is £18K available from S106 money to do something in this area.

Full Council Meeting Today – This was uneventful, questions were raised about the Cabinet Report. FvM put forward a motion on attendance and voting to be recorded on the website which was passed.

116/23 District Councillors Report - Freddie Van Mierlo

His monthly report had been emailed to Councillors prior to the meeting.

Air quality: SODC is consulting on its new [air quality plan 2023-2027](#), which outlines actions to improve air quality in South and Vale. The plan is a statutory requirement by the Local Air Quality Management framework and replaces the previous action plans for South and Vale. There are currently three Air Quality Management Areas (AQMA) in South Oxfordshire (Henley, Watlington, Wallingford). However, the plan proposes removing Watlington and Wallingford as AQMAs based on national limits. Watlington AQMA (designated in 2009) would only be removed in 2 years' time, if data continues to be below the national limit. The council would continue to monitor air pollution in the area even after the AQMA has been removed. The deadline for completing the survey is 27th July.

Council housing: Cabinet voted in favour of a plan to use matched government funding (Local Authority Housing Fund) to purchase a small number of houses. The homes will be used for refugee accommodation and local housing needs. The plan will be reviewed by Full Council 13th July. The decision recognizes the housing affordability crisis experienced by many residents and sets a direction for SODC to become directly involved in housing provision. Initially they are looking to purchase 25-27 houses. Council has to be cautious as a 'right to buy' still exists but this should not be able to happen as they will be let on 'short lets'.

Environment Agency motion: A motion will come to Full Council on 13th July, asking for a letter to be sent from SODC to the Environment Agency and Secretary of State, raising concerns around inadequate funding of the EA and maintenance of pump-out stations for sewage waste from boat users. The motion is being proposed by Cllr Jo Robb (Rivers Champion) and seconded by FvM.

Insourcing IT: SODC is in the process of winding down a costly outsourcing contract with Capita, agreed by the previous Conservative administration. Cabinet has agreed to bring forward insourcing of elements of IT, which will be considered by Full Council.

Red Kite View – FvM is still chasing to get the Play Areas open ASAP.

Redrow Applications for WAT B and C – These will be going to committee on the 19/7/2023 .

Q and A

JHL – Asked when the relief road work would be commencing.

FvM – The planning application for the road will be submitted in the Autumn/Winter of this year. If approved construction will start in June 2024 and will be completed in June 2025.

FvM said that the Road Management Plan for 2024-28 will be determined this month. Councils have the opportunity to tell officers their priorities. There is a huge demand for road maintenance works all over Oxfordshire. It was noted that Spring Lane, Britwell Road, Brook Street and Hill Road (up to the car park) are the priority roads in Watlington. FvM will try to get these on the list for next year. It was noted that the road to Cuxham (B481) the road is very bad outside Ivy Cottage. FvM said that the best way to report potholes etc is via the FixmyStreet website and repairs do eventually get fixed, minor defects should be repaired in 28 days and major defects within 24-48 hours. AA stated that a lot of the quick fixes do not work or last very long due to the poor quality of the work. FvM stated that OCC are testing 7 types of repairs and will be observing them to see how well they last. However due to funding constraints quite often they use poor quality repairs.

- 117/23 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. [These are shown at the bottom of these minutes]

Resolved: That the Balances of Accounts be accepted and the List of Payments be paid.

- 118/23 “Support Fund” and “The Watlington Public Charities” Trustees –The Support Fund had sent a recommendation for another Trustee:

Resolved: That Andy Aherne be a trustee on the above charities.

- 119/23 Committees:

A: FINANCE– There has been no meeting.

Audit 2023/2023

Moore External Audit had sent the following statement to WPC 'Following an initial review, please would you provide us with the below information from Moore External Audit

We note that within Section 2, Box 11a has not been completed. Please could you provide us with a revised copy of this report with this box completed (initialling and dating the amendment as per the guidance notes on Page 2 of the AGAR) and ensure that this form is then published in place of the previous copy'.

Resolved: That we tick yes to box 11a, and this to be initialled and signed by the Chair and the Clerk and sent to Moore.

Financial Regulations 5.6

List of due payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation.

Resolved: To approve the list of regular payees and that Council authorise payment for 2023/24 provided that the requirements of regulation 4.1 (Budgetary Controls) are adhered to and provided also that a list of payments shall be submitted to the next appropriate meeting.

B: PLANNING 4/7/2023 – Gill Bindoff

Planning Terms of Reference

Resolved: That Council accept the revised Planning ToR's 2023.

C. OPERATIONS – 30/6/2023 Ian Hill

IH reported that there was a walk about the Town and a list of Actions will be worked through.

RB said that the drinking fountain has now been installed in the Recreation Ground.

Resolved: That Council accept these minutes

D. PAVILION AND SPORTS FIELD – There has been no meeting . Next Meeting will be held on 18/7/2023.

E. NEIGHBOURHOOD PLAN ADVISORY BOARD – 23/6/2023 – Gill Bindoff

GB thanked all the Councillors who helped deliver the leaflets for the NP Consultation. She said that over 20 people helped with this which showed a real community effort.

NPAB Terms of Reference:

Resolved: That Council accept the revised NPAB ToR's 2023

Resolved: That Council accept these minutes

Minute No 4b2. Discussion with Redrow on Willow Close Land

TH said that it was agreed that Full Council contacted Redrow to give permission to use the land for a footpath and cycleway as proposed.

The WPC land on Willow Close has a lot of growth on it and if this is cut back it would be possible that this location could provide some effective social housing (as well as the footpath/cycleway). The site is big enough to do this. TH said that this land should not be transferred to anyone and should remain in WPC possession. It was thought that this should be discussed by the Finance Committee and TH will talk to SB on his return to see if this site could be productive . TH will do some work on this issue before the Finance Committee meeting on the 28th September.

GB clarified that this land would remain in WPC ownership and there has been no discussion of any possible transfer.

Resolved: That this issue be referred to the Finance Committee for discussion. TH will prepare a paper prior to the meeting.

F. **ALLOTMENTS** – 10/7/2023 – Minutes will be approved at the September meeting.

G. **Edge Road Liaison Group** – Nothing to report as there has been no meeting.

H. **33 High Street/Charlotte Coxe Working Group**- A meeting needs to be arranged.

110/23 West Room Lease- Whether this is renewed from October 2023.

Since this item was put on the agenda it has been agreed with SOHA that the lease does not need renewing until 2027 therefore it will be brought up for discussion at a later date.

111/23 Consultations

SODC – New Plan of Action for the next 4 years to improve Air Quality in the District – Deadline 27th July 2023.

Resolved: To approve the draft response from WPC-which was attached to the agenda.

112/23 Reports from Organisations and Representation on other bodies

FOWL – Minutes from their meeting on 22nd June have been sent to the office. Please let the office know if you want to be sent these.

Youth Club – RB reported that this had to be closed at Easter due to problems finding a youth leader and volunteers. The Youth Committee will be visiting Chalgrove to look at the way their youth club is run which is very successful. It is hoped that some useful information will be gained. A representative from Oxfordshire Youth will also be in attendance.

113/23. Correspondence

Discussion needed on letters No 378, 379, 383 – these were attached to the agenda.

378) SODC – CIL – Do we wish to take our CIL funds in September? They need to have a reply before 1/10/2023. **Resolved:** That we do not take CIL funds in September 2023.

379) Mrs A Pitman – Concerns about the footpaths not being wide enough in Watlington especially those with prams and mobility problems. Passed to FvM. **Ian Hill has responded to this email.**

383) Smurfit – Asking if she could install 3 boxes [36" Standard Security Vault – Rock Machinery](#) possibly in Green. They could also be used as seats.

There was much discussion on this. It was noted that she would like to install these on the tarmac outside the MUGA and it was agreed that this would not be an appropriate location. They would need to be installed elsewhere and the equipment would need to be insured by Smurfit, so the WPC would have no liability. It was also noted that the WTFC may also need some storage and discussion would need to be held with them. It was agreed that a group be set up to look into this issue. NS/KB and DM will meet to discuss this further with Smurfit and also WTFC and will report back to FC.

114/23 Other Matters for Discussion at the discretion of Chair

Redrow Street Naming – TH reported that a meeting was held to discuss this last night (10/7/23) and a shortlist was voted on. It was agreed that these be consulted on, and a Monkey Survey will be done to be put out on our website and Facebook. Hard copies to be also available. TH will give the information to the office so that this can be designed. A meeting has been arranged for 4/9/23 so that a recommendation can be given to the FC meeting in September.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.30PM



Watlington Parish Council

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Summary of WPC Bank Balances for Full Council

Balance on Parish Accounts at 11/7/2023

Barclays Premium A/C	£	38,996.46
Barclays Current A/C	£	2,987.03
Barclays High Interest Bus A/C	£	80,360.38
Barclays Pavilion a/C	£	109.81
Unity Trust	£	125,594.44
Totals	£	<u>248,048.12</u>
Held by WPC for Young People Fund	£	26,654.95

Signature of Chairman:

Date:

11/7/2023

Payments to be authorised by Watlington Parish Council at Full Council Meeting 11th July 2023																
DATE	TO WHOM	DETAILS	INCL VAT	VAT	EXCL VAT	Car Park	Spec Proj/NP	Allotment	TH Grant	Operations	Central	Wages	Pub Con	Grants	Power	
26/06/2023	Shield	Dog Emptying (March)#6422	103.99	17.33	86.66					103.99					LGAS111	
30/06/2023	Zurich	Insurance WPC and Pavilin	4890.02	0.00	4890.02						4890.02				LGAS111	
03/07/2023	Viking	Stationary	55.68	9.28	46.40						55.68				LGAS111	
03/07/2023	Staff	Salaries/Wages	4338.52	0.00	4338.52							4338.52			LGAS112	
07/07/2023	LGP Pensions	Pension Contributions	1693.71	0.00	1693.71							1693.71			LGAS111	
07/07/2023	HP	New Computer for Office	923.39	153.90	769.49						923.39				LGAS111	
11/07/2023	The Print Shop	NP Consultation Leaflets	89.00	0.00	89.00		89.00								LGAS111	
11/07/2023	The Print Shop	NP Banner	74.40	12.40	62.00		74.40								LGAS111	
11/07/2023	H Jones	Gardening Work various	826.88	0.00	826.88					826.88					LGAS111	
11/07/2023	Elan City	Solar Panel for SID Howe Road	515.08	85.85	429.23					515.08					LGAS111	
11/07/2023	Payne & Little	Town Hall Brick Works (TH Grant)	9180.00	1530.00	7650.00				9180.00						LGA1972 5126	
11/07/2023	Exec Alarms	Fire Check box keys	24.00	4.00	20.00						24.00				LGAS111	
11/07/2023	Viking	Paper Pub Conv	89.93	14.99	74.94								89.93		LGAS111	
11/07/2023	Wiseserve	Remote Back Up x 2 May	48.00	8.00	40.00						48.00				LGAS111	
11/07/2023	Loop	Pat Testing 3 sites	132.00	22.00	110.00						132.00				LGAS111	
11/07/2023	Shield	Dog Emptying ()#6582	103.99	17.33	86.66					103.99					LGAS111	
11/07/2023	Wiseserve	Antivirus Renewal 1 year	39.00	6.50	32.50						39.00				LGAS111	
11/07/2023	Grundon	Car Park Bin Emptying	136.56	22.76	113.80	136.56									LGAS111	
11/07/2023	JRB	Dog Bags for Rec	179.94	29.99	149.95						179.94				LGAS111	
Totals			23444.09	1934.33	21509.76	136.56	163.40	0.00	9180.00	1729.88	6112.09	6032.23	89.93	0.00		
Receipts 21st June - 11th July 2023																
Pavilion							Parish Council	£								
	Rental of Pavilion	£	88.00				Interest	327.70								
	WTFC		£1,368.24	q			MUGA Hire	110.00								
							Loyalty Rewards	1.41								
							West Room	100.00								
Total		£	1,456.24			Total		539.11								

N. Swoll

W.H. C.