



## MINUTES OF THE MEETING OF WATLINGTON PARISH COUNCIL HELD AT 7PM ON TUESDAY 8<sup>TH</sup> JUNE 2021 VIA ZOOM

**Present:**

**Councillors:**

Matt Reid (MR) – Chairman  
Ian Hill (IH) – Vice Chairman  
Andrew McAuley (AM)  
Tim Horton (TH)  
Roger Beattie (RB)  
Alex Basden (AB)  
Richard Dorney-Savage (RDS)  
Terry Jackson (TJ)  
Margaret Noon (MN)

**Officer:**

Kristina Tynan (KT)

**County Councillor:**

Freddie Van Mierlo (later)

**Press:**

Anna Colivecchi – Henley Standard

**In Attendance:**

Gill Bindoff- NPAB, Robert Barber – Agenda item 7

**Members of the Public:**

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70/21 Apologies for Absence  
Steve Bolingbroke.

72 /21 To receive Declarations of Interest  
There were none notified.

73/21 Minutes of the Full Council Meeting held on 11<sup>th</sup> May 2021 to be agreed and signed as a correct record  
**Resolved:** That the minutes are a correct record of this meeting and will be signed by the Chairman when this is possible.

74/21 Matters arising from the Minutes  
**Star Council Awards** – this was submitted.

75/21 Update on COVID 19 and Watlington – Matt Reid  
MR stated that this is still around in South Oxfordshire and there is some disparity in vaccinations. MR said he is looking at installing CO2 monitors in our public buildings. He will put together some costs on this as it is a tangible way to look at risk. He asked that everyone remain vigilant.

76/21 Public Questions  
There were none.

77/21 Representatives to other Bodies:  
**“Support Fund” and “The Watlington Public Charities” Trustees** - to appoint 1 representative Mrs Nicholson to serve until May 2020 and Mr Barber to serve until May 2022.

(No changes were made in May 2020 due to Covid 19) [Deferred from the May Meeting]

Robert Barber said that there is a single body which administers both charities.

The way the Public Charities money can be spent is defined: 2 X 8th to Watlington Parochial Church Council, 3 X 8th to Watlington Educational Charity 3 X 8th to Watlington Recreation Grounds Charity.

The Support Fund has quite a high income and its remit is for the relief of persons resident in the parish of Watlington who are in need, hardship or distress or sick, convalescent, disabled or infirm by relieving their suffering or assisting their recovery.

RB said that in 2021-21 about £22,000 was spent to help local people and their families. One of the key parties is the Co-op who administer the food vouchers given by the Support Fund. At present there are 8 trustees made up of two appointed by WPC, 2 from the PCC and 4 co-opted. The Charities are in a period of transition and a new Clerk has been appointed after the last one retired. Linda Nicholson whose place has now expired, had been a key trustee.

Several options on how best to appoint a new trustee was discussed.

After much discussion it was:

**Resolved:** That Rob Smith be appointed as a Trustee to serve until 2025.

Robert Barber stated that there is an Annual Meeting every year and Matt Reid attended the last one.

MR thanked Robert Barber for all the work he and the other trustees do and especially the last year with Covid 19 which was unlike any other year.

78/21 County Councillors Report - Cllr Freddie Van Mierlo- His monthly update has been emailed to all Councillors.

FvM reported that he has followed up the suggestion from the last meeting regarding Climate Emergency and what Parish Councils could do. He said that Keith Sudbury is putting together a list of guidance for Parish Councils. He has a Councillor Priority Fund that can be applied to if there are any requests and WPC has applied to this for the Telephone Box.

He said that he is looking into CCT issue, 20mph for Watlington (IH will send the documentation) and the Edge Road.

79/21 District Councillors Report - Cllr Anna Badcock

There had been no report sent.

80/21 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. *(This information is attached as an addendum to these minutes)*. TH said that the Co-op have said they would be making a payment of £5K but this has not yet been received and the Clerk will contact them.

**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 when it is possible to do so.

81/21 Committees:

**A: FINANCE** - There has been no meeting -Tim Horton

**B: PLANNING** –1/6/2021- Andrew McAuley

**Resolved:** That Council accept these Minutes

AM stated that there had been one significant application discussed, 10 Davenport Place which was for a 2-bedroom dwelling behind the existing house. WPC were strongly opposed to this development and a six-page submission was sent to SODC. AM said that he is meeting Anna Badcock on Friday to discuss this as she has called in this application. He had also spoken to the Case Officer and stated that the Conservation Area and the Paddock should be afforded the highest level of protection.

MR reported that the Chalgrove Application has been withdrawn to resolve the situation with the CAA. It was noted that Martin Baker has put up a new hanger.

**C: STRATEGY-** There has been no meeting- Andrew McAuley  
The Major Projects/CIL group had put together a list of all projects. They are now looking at whittling it down to 5 achievable projects.

**D. OPERATIONS – 20/5/2021– Ian Hill**  
**Resolved:** That Council accept these Minutes

Liz Harris, a resident spoke on the following issue stating that it is imperative that this work is done.

**Pyrton Lane improvements**

There had been a meeting of the CIL and Major Projects Group who suggested that we do not do these works as the Edge Road is likely to be built before the housing (2023). The Operations Committee feel that there is the issue of pedestrian safety in this location and that the scheme should go ahead.

**RECOMMENDATION TO COUNCIL:** That this scheme is given approval to go ahead and that Granville is appointed to draw up the engineering plans.

The recommendation was accepted but with a proviso that the Operations Committee explore feasibility options with regards to hedges obstructing the pavements.

It was agreed that we ask FvM to investigate this at OCC.

**Pavement audit for Watlington –** RS asked the Operations Committee to consider this at their next meeting.

**Motion for Standalone Youth Building**

**Proposer: Ian Hill Seconder: Roger Beattie**

For many years the youth club have operated from the Pavilion, and this council has discussed the conflicts on space and facilities that have arisen from this joint use of this building with the sports clubs. It has been proposed that a separate building be developed on the recreation ground to form a permanent young person's facility, with the additional possibility of it being used to provide refreshment and toilet facilities for families using the recreation ground at peak times. The Operations committee requests that council:

- a) Confirm the site preferred by the operations committee for the youth building (see diagram) to allow architect drawings to be produced.
- b) Agree a budget of £3,000 to cover architects work necessary to seek external funding. This budget could be drawn from the Watlington Young people's Fund currently held by the council if necessary.

RDS introduced this item for a separate building for a young person's facility. There was much discussion on this item and a number of points were made. TJ said she felt that things were being rushed and that we should take time to make sure we build the best facility in this location. TH stated that he thought the motion was premature and had concerns about the capacity of the current septic tank. MN said that it needs to be an amalgamation of sports, recreation and youth and that more thought was needed. It was also noted that with the new houses being built there will be a greater need.

**Resolved:** That this motion be deferred and that this issue be referred back to the Operation Committee who have responsibility for this project for further discussion. This then to go to the Finance Committee at the appropriate time.

MR suggested that a meeting be held with all the interested stakeholders.

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

**F. NEIGHBOURHOOD PLAN ADVISORY BOARD** – 21/5/2021

**Resolved:** That Council accept these Minutes

GB stated that there were no recommendations for discussion.

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

**H. INTERFACE COMMITTEE** – There has been no meeting

MR reported that they have not received the plans on PYR2. There will be a zoom meeting to discuss the Edge Road sweep tomorrow at 10am with Andy Higginson and MR asked if FvM could also attend. He will send an invite to FvM.

82/21 To approve the information of Section 1 and 2 of the Audit Report 2018/2019 and supporting paperwork and to approve Section 4 by the Internal Auditor. (This was attached to the agenda)

**Resolved:**

- 1.To approve the information in Section 1 and 2 and supporting paperwork
- 2.To approve the report from the Internal Auditor
3. That the forms be signed by the Chairman and Clerk and sent to Moores the External Auditor.
4. To agree that the commencement of the public rights start on the 10<sup>th</sup> June 2021

83/21 To Accept the Minutes from the Annual Parish Meeting held on 29<sup>th</sup> April 2021

**Resolved:** That these minutes be accepted, and they will be signed at the 2022 Annual Parish Meeting.

84/21 Correspondence for Information - List was attached to the Agenda

**Letter 69** – Mr Orr on activity on land adjacent to Dame Alice Farm – AM will have a look at this.

**Letter 72** - Sarah Wright (OCC) -Watlington Hoard event for Chiltern Heritage Festival – Sept 2121 – TH is dealing with this. He reported that there is a possibility of a Saxon Re-enactment in 2022.

85/21 Reports from Organisations and Representation on other bodies

**Children’s Centre** - sessions have now resumed in Watlington and they are using St Leonard’s Church.

**FOWL** – MN attended their AGM. They have a mission of doubling memberships this year. The income from their calendar doubled that of the previous year. She stated that it was a very well organised and uplifting meeting.

**ICC Meeting on 7<sup>th</sup> July** – MN and RDS to attend this.

**Primary School** – MR said that they have a wish to go car free on the school site.

86 /21 Other Matters for Discussion at the discretion of Chair

*To note any other matters raised by Members of the Council*

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 21.10**



# Watlington Parish Council

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## Barclays Bank PLC

Please provide balance on Parish Accounts as at close of business  
On 7/6/2021

<b>Barclays Premium A/C</b>	<b>£</b>	<b>127,385.49 CR</b>
<b>Barclays Current A/C</b>	<b>£</b>	<b>1,365.47</b>
<b>Barclays High Interest Bus A/C</b>	<b>£</b>	<b>80,012.49 (CIL: £26,523.01)</b>
<b>Barclays Pavilion Account</b>	<b>£</b>	<b>17,247.37 CR</b>
<b>TOTALS</b>	<b>£</b>	<b><u>226,010.82 CR</u></b>

Account held by WPC for the Young People Fund	<b>£</b>	<b>26,538.90</b>
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Signature of Chairman:

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Date: 8<sup>th</sup> June 2021

Accounts for Payment to be authorised by Watlington Parish Council Full Council Meeting 8th June 2021												Paid	
Date	TO WHOM	DETAILS	Number	NP	Pub Conv	Special Project	Operations	Central	Wages	INCL VAT	VAT	EXCL VAT	Power
18/05/2021		Posts/Postcrete for Prospect PI/Allot	BACS				160.45			160.45	26.74	133.71	LGAS111
19/05/2021	HMRC	Outstanding	BACS					6337.83		6337.83	0.00	6337.83	LGAS112
01/06/2021	All Staff	Wages	BACS						3492.17	3492.17	0.00	3492.17	LGAS112
01/06/2021	Zurich	Insurance	BACS					5060.99		5060.99	0.00	5060.99	LGAS111
01/06/2021	Initial	Empying Hygiene Unit Annual	BACS		67.24					67.24	11.21	56.03	PHAS87
01/06/2021	Petty Cash	Cash for Office	BACS					45.00		45.00	0.00	45.00	LGAS111
01/06/2021	Earth Anchors	2 benches for Cuxham Triangle	BACS				639.60			639.60	106.60	533.00	LGAS111
01/06/2021	NC Electrical	TH Works TH Grant	BACS					104.40		104.40	17.40	87.00	LGAS111
08/06/2021	Ricoh	Quarterly Copier Service	BACS					439.68		439.68	73.28	366.40	LGAS111
08/06/2021	JRB Enterprise	Dog Bags for Rec	BACS				166.50			166.50	27.75	138.75	LGAS111
08/06/2021	OPFA	Annual Membership	BACS				30.00			30.00	0.00	30.00	LGAS111
08/06/2021	Donald Cousins	April and May Paddock visits	BACS				360.00			360.00	0.00	360.00	LGAS111
08/06/2021	Bongo IT	O365 outlook - 8220 June	BACS					22.56		22.56	3.76	18.80	LGAS111
08/06/2021	TLGO	Grass cutting May	BACS					1477.92		1477.92	246.32	1231.60	LGAS111
08/06/2021	TLGO	Church Maintenance 2nd March	BACS					300.00		300.00	50.00	250.00	LGAS111
08/06/2021	Online Playgrounds	Swing and bits for rec	BACS				98.76			98.76	16.46	82.30	LGAS111
08/06/2021	Devey Tree Care	Annual Cut Hurdlers Hedge	BACS				180.00			180.00	30.00	150.00	LGAS111
08/06/2021	George Bruce	13kg Propane	BACS				43.99			43.99	2.09	41.90	LGAS111
08/06/2021	SSE	Gas OSP	BACS					81.19		81.19	3.86	77.33	LGAS111
08/06/2021	M Gee	Plants for War M 1/2 to be repaid	104306				378.00			378.00	0.00	378.00	LGAS111
08/06/2021	Oak Garden	Digger Hire for Gardener Paddock	BACS				78.00			78.00	13.00	65.00	
	<b>Totals</b>				<b>0.00</b>	<b>67.24</b>	<b>0.00</b>	<b>2135.30</b>	<b>13869.57</b>	<b>3492.17</b>	<b>19564.28</b>	<b>628.47</b>	<b>18935.81</b>
		<b>Receipts - 8th June 2021</b>											
		<b>Pavilion</b>				<b>Parish Council</b>							
		Loyalty Reward	£ 1.05			SODC Pub Conv	8,213.00						
		Rental of Pavilion	£100.00										
		<b>Total</b>	<b>£ 101.05</b>	<b>Total</b>			<b>£ 8,213.00</b>						