



MINUTES OF THE WATLINGTON PARISH COUNCIL FULL COUNCIL MEETING TO BE HELD AT 7PM ON TUESDAY 10th JUNE 2025 IN THE WEST ROOM

Present:

Councillors: Nicky Smallbone (NS)- Chair
Karyn Buck (KB) -Vice-Chair
Tim Horton (TH)
Steve Bolingbroke
Denise Mallon (DM)
Sylvia Glover (SG)
Melissa Cupis (MC)

Officer: Kristina Tynan (KT)

In Attendance: Gill Bindoff (Planning and NPAB)

Press: Lucie McHugh– Henley Standard

Members of the Public: 8 (For Agenda Item 6 Public Questions)

95/25 Apologies for Absence

Andy Aherne, Leo Pesci, Keith Jackson

96/25 To receive Declarations of Interest

There were none notified.

97/25 Minutes of the Full Council Meeting held on 13th May 2025 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.

98/25 Matters arising from the Minutes

Climate Action Plan (Nov 24 FC Minutes) – SB said that we had previously given the Climate Action Group 4 months to come up with a revised plan. This deadline has now passed. It was agreed that we write to them reminding them of this and ask if they will have a presentation ready for the next Full Council meeting.

99/25 Chairman's Remarks

NS thanked AA and SB who have been working with her and attended meeting with OCC, SGN and the Contractors and also the County Councillor to try and help mitigate the traffic issues in the town due to the closure of Shirburn Street for the Gas Works.

100/25 Public Questions

Traffic Issues due to closure of Shirburn Street

NS welcomed resident to the meeting and thanked them for coming. She stated that WPC have done as much as possible but obviously would welcome constructive ideas on how to improve the traffic situation in the Town. She then said that she would hand over to SB who would lead on this item.

SB stated that when we first received notification of this TTRO we gave OCC suggestions on what was needed to mitigate traffic problems which they completely ignored. However now they are addressing the problems. SB said that he suggested that the work be stopped and that SGN come back and do the

works when the WRR has been built. SGN said that this would not be an option but that they were happy to take on board our suggestions of improving signage and to put in place a one-way system for Chapel Street and Church Street. There will be a meeting with our County Councillor, Ben Higgins tomorrow morning and we are looking for suggestions to give him at the meeting. SB reported that there will also be a closure on Hill Road as they had not realised that the gas main was located here. We have not yet received the TTRO for Hill Road but it will be issued shortly.

The following suggestions were given

1. More signage on incoming roads eg Nettlebed, Benson, Stokenchurch, Stadhampton, Oxford etc.
2. WPC appoint a Traffic Management Consultant to give professional advice on how to improve the traffic situation and to help implement any measures. A couple of company names were suggested.
3. To keep cars from mounting the pavement to keep people safe. The major problem is HGV's and they should be prevented from using unsuitable routes such as Pyrton Lane and Love Lane/Chapel Street.
4. More signs to deter HGV's to be put up as very few at present.
5. It was noted that residents have put up their own 20mph signs.
6. Traffic Lights in Pyrton Lane would be a good idea or perhaps a one-way system. At the moment it is taking people 45 minutes to go 120 yards and the lane is being really damaged. There was concern about emergency vehicles not being able to get through.
7. Marshalls to stop HGV's going down Pyrton Lane and other unsuitable roads.
8. More information on social media. It was noted that NS spoke today to BBC Oxford about the current traffic situation.
9. Suggest that local businesses apply for rate relief and also compensation from SGN if they are being severely affected.

SB said we have also tried to engage the Police but they were unwilling to help.

It was agreed that NS send a letter on the traffic situation to Liz Leffman, Leader of OCC.

All residents were thanked for attending and were assured that WPC is as frustrated as they are.

Discussion then followed and it was:

Resolved: That we engage a Traffic Consultant and allow up to £1K to be spent on this.

Resolved: That the Chair writes to Liz Leffman at OCC

Resolved: That WPC get large posters printed by a Print Shop, stating that there is no access to the M40 for Watlington and that shops and businesses are open in the town.

101/25 County Councillors Report – Cllr Ben Higgins
BH had sent apologies and no report had been received.

102/25 District Councillors Report - Cllr Ben Higgins
BH had sent apologies and no report had been received.

KB said that we should ask Ben Higgins to send in written reports if he is unable to attend our meetings. NS will speak to him regarding this.

GB stated that people are upset about the approval of SODC to remove a tree in Pyrton Lane which has a TPO. She said that there are discrepancies in the report and will follow this up with Ben Higgins.

- 103/25 To receive the Balance of Accounts, Receipts received and approve the list of Payments to be settled.
NS read out the Balance of Accounts. She then proposed that the list of payments be settled. [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 reports were signed by the Chair and Vice-Chair.

Committees:

- 104/25 **FINANCE – 2/6/2025 – Nicky Smallbone**
Audit Information for 2024/25 (This was attached to the agenda)
- 105/25 **Resolved:** That the Annual Internal Audit Report to be received and noted.
- 106/25 **Resolved:** That the Annual Governance Statement (Section 1) be approved.
- 107/25 **Resolved:** That the Accounting Statements (Section 2) be approved.
- 108/25 **Resolved:** To accept the Financial Reports (which will need will to be part of the submission to Moore)
- 109/25 **EV Project**
Following the meeting with EZ Charge on 2/6/25 EZ Charge agreed to revise their original final invoice of £134,855.29 to **£121,413.51**, which is a reduction of £13,441.78 which comes from the ODS price increase and their margin on costs. (Please note that these amounts are gross and include VAT which we will be able to claim back (£20,235.59)).
Resolved: That Council agree to pay the revised invoice of £121,413.51, which is a gross increase of £20,894.00 on the original price. This was then agreed on the payments list also.
- 110/25 **Finance Committee Terms of Reference** (attached)
Resolved: That the revised terms of reference be accepted.
- 111/25 **Supplier and Contractor List** (attached)
Resolved:
1. To approve the regular direct debits to the utilities/subscriptions for the financial year 25/26
2. To approve the list of approved contractors for 25/26
- 112/25 **Planning –** There has been no meeting
GB said that no meeting could be held as the SODC website was down so members were not able to access the planning application. It was agreed that members make their comments by email to the Clerk once the application can be accessed.
- 113/25 **OPERATIONS –21/5/2025 – Andy Aherne**
Resolved: That Council accept these minutes
- 114/25 **PAVILION AND SPORTS FIELD LIAISON Group –** Notes from 12/5/2025
The note was accepted.

SB said that we are still waiting for the Sports Club to give comments regarding the lease. It was hoped that this could be signed for the 1/7/2025. However, in the circumstances it was suggested that this date be moved to the 1/8/2025. SB stated that this does leave us a bit financially exposed as we have spend quite a lot on the pavilion to date. The Sports Club have been notified that WPC will not spend any more on the Pavilion until the lease is signed.
Resolved: That the date for signing the lease be extended to the 1/8/2025
- 115/25 **NEIGHBOURHOOD PLAN ADVISORY BOARD-** There has been no meeting
GB said that the Board is very grateful to the Finance Committee who agreed to pay for a day's work to engage Community First for doing the works to define the steps and cost to complete the review of the WNDP.

116/24 **ALLOTMENT COMMITTEE** – There has been no meeting

117/25 Training Log

This was deferred to the next meeting.

118/25 Update from Working Groups if anything to report

- a. **Flood Management** – There will be a meeting held on the 23rd June.
- b. **Arts Spine Project** – SB reported that SODC are charging us £750 to grant us permission to put up a sculpture in the Car Park and that we have now received the agreement.
Resolved: That the Clerk sign the agreement with SODC.

Sculpture at Red Kite View – KT to contact David Joseph at Bloor Homes regarding the consultation with residents.

Grant Application for flooding at Church Meadows – We were unsuccessful in our bid for funding for the flooding issue in this area. SB said he will speak to our County Council regarding this.

Land Ownership at Church Meadow – SB said that we have had the report from Gately which states that there is no record of anyone owing this land. He will now investigate how it can be acquired. TH stated that it may be owned by the Church from the 1880's as it was part of the Maria Cook Foundation.
- c. **EV Project** – It was noted that the EV Chargers are now working.
- d. **Footpath Group** – MC -There was a meeting last night. There has been a meeting with 2 officers on site and the group will need to decide what needs to be done going forward. MC has met with Jo Turner to look at permissive paths. They will be looking at accessibility of paths as a project and installing disabled gated. Barry Haig is not in agreement with having a permissive path so this will be left as it is. MC is also speaking to Watlington Park regarding footpaths on their land. They will also be looking at getting some free chippings. There are a lot of things that can be done but there is no funding for them.
- e. **Youth – DM** – She reported that there were 8 attendees at the Hang Out last Friday. These were mostly boys with a lot of energy and the ages ranges from 11-13. Sally Gardner has allowed all the table tennis tables to be used on Friday afternoons. Two parents also attended. A Pokeman Swap Table has been requested and some are also enthusiastic about playing Chess. There is a lot of potential going forward. However, there is currently no storage facilities. DM and Alice Gilbey were thanked for their hard work on this.

119/25 Consultations

None.

120/25 Reports from Organisations and Representation on other bodies

Charlotte Coxe Trust – There is a meeting on 26th June with Richard Holby at OCC and this will attended by Karyn Buck, Gill Bindoff and David Parker.

121/25 Correspondence- see attached list

No correspondence was discussed.

122/25 Other Matters for Discussion at the discretion of Chair

KB asked if the Henley Reporter was recording the meeting and she said that she was. KT referred to GDPR and said that in future she needs to state this at the beginning of a meeting so everyone is aware that she is doing this.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 20:22PM

Payments to be authorised by Watlington Parish Council 10th June 2025																
DATE	TO WHOM	DETAILS	INCL VAT	VAT	EXCL VAT	Projects	Arts Spine	MUGA	Car Park	Pub Con	Operations	Central	Wages	Allotment	S Field/Pav	Paid Power
20/05/2025	Lumena Lights	Solar Lights Paddock	756.00	126.00	630.00						756.00					LGAS111
20/05/2025	Oxford County	Pensions	1,647.68	0.00	1,647.68								1,647.68			LGAS112
20/05/2025	Andrew Eades	Condition Survey Pavilion	420.00	70.00	350.00							420.00				LGAS111
20/05/2025	Zoom	Annual Subs	155.88	25.98	129.90							155.88				LGAS111
28/05/2025	Sign Holders	Sign Holders Paddock	116.76	19.46	97.30						116.76					LGAS111
30/05/2025	Joseph Hillier	Arts Spine Sculptures	38,119.99	6,353.33	31,766.66		38,119.99									LGAS145
02/06/2025	Staff	Salaries/Wages	4,924.30	0.00	4,924.30							4,924.30				LGAS112
03/06/2025	Planning Portal	Arts Spine Application	234.00	0.00	234.00		234.00									LGAS111
03/06/2025	Zurich	Annual Insurance	5,908.27	0.00	5,908.27							5,908.27				LGAS111
10/06/2025	TLGO	Grass cutting etc March/April	1,852.92	308.82	1,544.10						1,852.92					LGAS111
10/06/2025	TLGO	Church Grass cutting	300.00	50.00	250.00										300.00	\$137
10/06/2025	EZ Charge	Final Invoice EV Chargers	121,413.51	37,647.79	83,765.72	121,413.51										LGAS111 OLS9C
10/06/2025	Grundon	Car park Bin	181.74	30.29	151.45				181.74							LGAS111
10/06/2025	Grundon	Pavilion Bin	147.49	24.58	122.91										147.49	LGAS111
10/06/2025	Babylon Plants	Plants for Rec/Allotment	63.18	10.53	52.65						63.18					LGAS111
10/06/2025	Ricoh	Photocopier Quarterly Bills	504.78	84.13	420.65							504.78				LGAS111
10/06/2025	Online Playground	Parts for Equipment	41.90	6.98	34.92						41.90					LGAS111
Totals			176,788.40	44,757.89	132,030.51	121,413.51	38,353.99	0.00	181.74	0.00	2,830.76	11,913.23	1,647.68	0.00	147.49	300.00
Receipts 13th May - 10th June 2025																
		£														
		MUGA	120.00													
		Community Festival	48.74													
		Allotment	11.00													
		Booktop	1,574.83	not allocated												
		Sports Club	1,388.99													
		Photocopying	42.00													
		Total	3,185.56													

[Signature]

N. Snodgrass

2025/2026		
BANK ACCOUNTS	13/05/2025	10th June 2025
Bank - Current A/C	2820.10	4685.53
Bank - High Interest Account	82362.90	82362.9
Bank - Business Premium Account	340236.86	280294.97
Unity Trust Bank Account	125522.44	125522.44
Total Bank Accounts	550942.30	492865.84

Signed
N Smallbone

Signed
Karyn Buck

N Smallbone

Karyn Buck