



## MINUTES OF THE FULL COUNCIL MEETING OF WATLINGTON PARISH COUNCIL HELD AT 8PM ON TUESDAY 14<sup>th</sup> MARCH 2023 IN THE WEST ROOM

**Present:**

**Councillors:**

Matt Reid (MR) – Chairman  
Ian Hill (IH)  
Margaret Noon (MN)  
Brenda Bradford (BB)  
Roger Beattie (RB)  
Tim Horton (TH)

**Officer:**

Rachel Gill (RG)

**County Councillor:**

Freddie van Mierlo (FVM)

**In Attendance:**

Gill Bindoff – NPAB, Steph Halliwell (Agenda Item 10:A)

**Press:**

Lily Shanagher -Henley Standard

**Members of the Public**

1 (Denise Mallon)

36/23 Apologies for Absence

Andrew McAuley, Rob Smith, Alex Basden

37/23 To receive Declarations of Interest

Tim Horton said he had a pecuniary interest in agenda item 10:A, as the Phoenix Players (of which he is a member) will be putting an event on for the Kings Coronation on Saturday 6<sup>th</sup> May in the evening. He will not take part in discussion or vote on this.

Matt Reid said that he has been involved with the Watlington Welcome Group who are refurbishing 33 High Street for a refugee family and will not vote on the Charlotte Coxe agenda item 10: H.

38/23 Minutes of the Full Council Meetings held on 14<sup>th</sup> February 2023 to be agreed and signed as a correct record.

It was noted that Andrew McAuley was listed twice and to remove one of the list and that Rachel Gill was the Officer for this meeting, not Kristina Tynan.

**Resolved:** That with the changes agreed above, these minutes be signed by the Chairman as a correct record of this meeting.

39/23 Matters arising from the Minutes.

There were none other than agenda items.

40/23 Chairman's Remarks– Matt Reid

**Elections 2023** – These will take place on Thursday 4<sup>th</sup> May. The Clerk will be taking over the nominations paper to SODC on the 3<sup>rd</sup> April. He said he will be putting something on Facebook to encourage people to put in their nomination forms. The office has already been promoting the parish elections.

41/23 Public Questions

There were none notified in advance of the meeting.

42/23 County Councillors Report - Cllr Freddie Van Mierlo – *his report was sent to all Councillors.*  
FvM reported on the following issues:

**Budget:** The Oxfordshire Fair Deal Alliance 2023-2024 budget was passed at full council. The budget sees above inflation investment in children's services, and significant increases for adult social care and highways. The Conservatives presented a vision for a council stripped back to statutory obligations only. To achieve a rise in council tax 1% lower than the administration proposed, the alternative Conservative budget proposed cuts to libraries, the fire and rescue service, buses, funding to parish councils for 20mph schemes, a 25% cut to the councillor priority fund, and ending the joint parking and bus ticket for park and rides. Officers reported to council that the Conservative proposal, 2 which also included increased borrowing from reserves to fund free parking at 2 Oxford P&Rs, would have weakened the council's financial position.

**5-year network management (highways) plan:** A 5-year plan was agreed at cabinet on how the highways network is used. The document (among other things),

- Aligns highways policy with new transport and environment policies
- Sets out the rules for work on the highways and increased fees and fines for e.g., broadband utilities
- Prioritizes ensuring walking, cycling and bus travel is possible during road works
- Aims to reduce inappropriate use of local roads by freight

**Bid for more active travel money:** OCC has submitted new bids for funding to the Department for Transport (tranche 4), following on from successful previous bids. Schemes proposed include improvements in Abingdon, Bicester, Witney and Oxford. Money will also be spent county-wide to improve cycle parking and wayfinding routes.

**Verges:** A new verges and vegetation policy was adopted at cabinet to improve the management of roadside nature reserves and support for areas of local community managed biodiversity. The policy also instructs that footpaths and cycle paths are kept accessible and not restricted by grass and vegetation growth, and that visibility is maintained at junctions and other high-risk areas.

**20mph for Watlington** – The consultation on this has now ended. If there are any objections the Committee Member for Highways will need to make the decision. This will be considered at an OCC meeting on the 23<sup>rd</sup> March. If it is approved, it would take 4-8 weeks for the signage to go up.

**Chalgrove Airfield** – There has been a meeting with OCC and Homes England, FvM had asked to attend this but was not allowed to. However, there will be a special meeting this Thursday with OCC Councillors which will update them on this issue. Homes England still want to submit plans for this airfield.

**Superfast Broadband** – This will be installed in Watlington Library in June 2023.

**No 11 Bus** – There will be a revised timetable from 16/4/23 which will address some cuts in the school bus provision and this should fill in the current gap in service. FvM will send the draft timetable to the Clerk. This is supported by S106 money as it is considered commercially unviable.

**£2 Bus Fares - TH** stated that he had just found out that bus passengers in Oxfordshire will benefit from cheaper fares thanks to a government scheme which has capped fares. This scheme began in January 2023 and has been extended to end of June 2023. The Help For Households initiative will limit the price passengers will pay for an adult single fare to £2 on most routes operated by participating bus firms. This is available on the No 11 bus. TH said that this should be promoted, and he is happy to do this.

FvM stated that the Park and Ride Ticket fees will continue to be set at £4 for an individual and £5 for two adults and 2 children.

**Freight Consultation** – RB asked for FvM comments on this who was unaware of it. KT will send to FvM.

43/23 District Councillors Report - Cllr Anna Badcock  
No report had been received.

44/23 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.

**Resolved:** That the Balances of Accounts and the List of Payments be settled, apart from the Invoice from Fieldform, which was delegated MR and AM to inform the Clerk when payment may be made. That they be signed by Matt Reid, Chair and Ian Hill, members of the Finance Committee.  
*These are shown at the end of these minutes.*

45/23 Committees:  
**A: FINANCE** – There has been no meeting. The next meeting will be held in May.

### **1. The Kings Coronation**

**PTA/WPC Event** - to agree a grant for this event which the WPC and PTA will organise for Sunday 7<sup>th</sup> May 2023. (A costing sheet was circulated prior to the meeting)

Steph Halliwell explained that the event they organised for the Queens Platinum Jubilee went very well and they would like to organise something similar for the community for the Coronation.

After discussion it was;

**Resolved:** That a grant of £2000 be awarded for this event. £1500 for the event and £500 towards a memento for Children under 11 in Watlington. MN will look into a suitable item and will liaise with SH.

**Phoenix Players Event**- This will be held on Saturday 6<sup>th</sup> May in the evening (TH had circulated a paper on this prior to the meeting)

WPC stated that they would like to see the tickets prices reduced to those proposed.

After much discussion it was:

**Resolved:** That WPC pay for the Stage (which can be used for both events) at a cost of £500.

TH asked that the WPC underwrite a proportion of this event and this was delegated to the Chair and Vice-Chair to agree.

**B: PLANNING 7/3/2023** – Andrew McAuley

To agree the note of this meeting which was not quorate - This was agreed.

AM reported that there will be an extraordinary Planning meeting on Monday 27<sup>th</sup> March to discuss the Redrow Applications as our response need to be sent to SODC by the 31/3/23.

**C. OPERATIONS- 23/2/2023** – Ian Hill

To agree the note of this meeting which was not quorate – This was agreed.

**Grass Area opposite Chequers**- This is being used to park vehicles and has resulted in the grass being churned up. The local residents want this to stop happening. This will be discussed at the next meeting.

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

MR reported that he has met with Keith and Hannah (WTF) who said that funding will be an issue

in 2033/24 with the WPC amount going down to £5K. However, the bar is really doing well and with the addition of the BT Sports package they can have more events and have the bar open much more. However, Margaret Noon stated that WTFC have approached the Youth Club committee to ask that they move Youth Club from Thursday nights to another night as there will be matches screened on these evenings. The Youth Committee will meet to discuss this.

**Broadband and BT Sports Package** – MR stated that WTFC have approached WPC to hold the contract and pay a third of the cost. At present WPC pay in the region of £65 (net) monthly for a broadband only package which expires in May 2023. He said that this would be in the region of £33 per month which is less money than currently.

**Resolved:** That WPC pay £33 per month towards this package.

#### **E. NEIGHBOURHOOD PLAN ADVISORY BOARD – 20/2/23 – Gill Bindoff**

**OCC Edge Road Consultation** - This took place on Thursday 9<sup>th</sup> March. It was very well attended, and the OCC and AECOM representatives were kept very busy, and the OCC officers felt it was a very positive consultation.

TH said that he had read though the notes and was concerned that Redrow want to manage their own spaces as he is very anxious that WPC seek to get open spaces under local control and said he has raised this issue many times. GB explained that the residents pay for the maintenance of these spaces, and they will be given a standard contract to pay for these facilities. The NPAB tried to at least get the Community Orchard for the community, but Redrow were not interested in discussing this. WPC had asked for some input from Community First Oxfordshire and there will be a meeting in the next few weeks so we can raise these issues with them and get their advice.

Regarding Red Kite View it is too late to deal with the open spaces issue. It would be useful to know what other Councils are doing to manage the open spaces in housing developments.

#### **F. ALLOTMENTS** – There has been no meeting.

RB said that the committee are very active and there will be plot inspections in April.

#### **G. INTERFACE COMMITTEE** –Matt Reid

Nothing to report.

#### **H. CHARLOTTE COXE SHADOW BODY**

##### **One Year Lease with OCC for 33 High Street**

**Resolved:** That Matt Reid and Andrew McAuley be delegated to sign this once the utilities have been put into the building and checks have taken place with the relevant authorities.

GB raised a question about fireproofing in the loft space. MR will check with OCC regarding this.

#### 46/23 Recreation Ground

##### 1. **MUGA** – Proposal for Maintenance Contract- attached

**Resolved:** That we pay £3,900 (net) per annum for a contract for the maintenance of the MUGA proposal from Slatter of Newbury for bi-monthly visits at a cost of £650.00 per visit.

The contract will be reviewed after a year.

To note the Income for MUGA hire for February was £555.00 and Lighting token's £110.00.

The office will ensure that there is a daily/ weekly/monthly schedule of tasks put together.

##### 2. **MUGA and New Play Equipment** – Official Opening – date and format to be agreed.

It was thought that this would be best after the elections. TH said that the Chair of the Council,

SODC Cabinet Member for Sports and officers should be invited to 'open' the facilities.  
**TH, IH and RB** will organise this.

**Skateboarding** – It was noted that this now has official GB status.

- 47/23 Two Pieces of Land on Hill Road – to agree to sign the lease with Watlington Park – information attached.  
**Resolved:** That this be deferred to the April Full Council meeting.
- 48/23 Edge Road joint letter with neighbouring parishes regarding mitigation - That WPC sign up to this letter which was circulated in advance of the meeting.  
**Edge Road** – MR said that he attended a meeting at Britwell Salome with other neighbouring parishes. They all agreed to send a joint letter asking for mitigating measures in other parishes. He asked if Watlington Parish Council would also put their name onto this letter which deals with retaining the 7.5 weight limit and other traffic measures.  
**Resolved:** That WPC agreed to sign the joint letter when tidied up to OCC. Councillors to give any comments they have to Matt Reid.
- 49/23 Format of the Annual Parish Meeting to be held on Friday 21<sup>st</sup> April in the Town Hall  
It was agreed that as well as the usual Chair reports an update on the MUGA, EV Charging points will be given. A glass of wine will be given at the end of the meeting.
- 50/23 Consultations  
**Freight Weight Limit** – Oxfordshire County Council adopted a new Freight and Logistics Strategy in July 2022. The strategy included a commitment to explore an area-based approach to weight restrictions (action 10). We are now progressing this action and conducting a study to investigate the feasibility of area-based weight restrictions. To help inform the study, we are inviting local stakeholders to share their views on where there are existing or potential future challenges with inappropriate Heavy Goods Vehicle (HGV) movements. It is important to clarify this is engagement to inform the study and not a consultation on proposals. These suggestions will be one piece of evidence used to help inform the outputs of the study. We are also analysing a range of data to ensure the outputs are evidence based.  
The engagement activity runs from **10<sup>th</sup> March 2023** until the **10<sup>th</sup> April 2023**. Further information and the online activity can be found here: <https://letstalk.oxfordshire.gov.uk/area-weight-restrictions>
- 51/23 Correspondence for Information – List was attached to the agenda.  
Nothing was raised for discussion.
- 52/23 Reports from other bodies  
**Youth Club** – MN reported that it is not very alive and healthy. There has been problem transferring the funds from the old committee to the new bank account. Also, sessions have been cancelled quite often by the youth worker. There also needs to be a better range of activities and the committee are trying to make progress. The new committee will be trying to move things forward. There also has been a decline in membership since Covid.
- 52/23 Other Matters for Discussion at the discretion of Chair  
**Council Members Handbook** – MN has drafted a handbook for Watlington Parish Council which the Clerk is checking. This will be an agenda item for the April Full Council meeting to approve.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10PM**



# Watlington Parish Council

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## Summary of WPC Bank Balances for Full Council

Balance on Parish Accounts at 12.16pm on 14/3/2023

Barclays Premium A/C	£	70,625.71
Barclays Current A/C	£	3,875.01
Barclays High Interest Bus A/C	£	80,193.18
Barclays Pavilion a/C	£	2,529.10
Unity Trust **	£	125,630.44
Totals	£	<u>282,853.44</u>
Held by WPC for Young People Fund	£	26,543.54

Signature of Chairman:

Date:

14<sup>th</sup> March 2023

Payments to be authorised by Watlington Parish Council at Full Council Meeting 14th March 2023													Paid		
	TO WHOM	DETAILS	Payment	Car Park	Pub Conv	Special Proj/CIL	TH Grant	Operations	Central	Wages	Grants	INCL VAT	VAT	EXCL VAT	
28/02/2023	Bin Shop	Bin for MUGA				182.64						182.64	30.44	152.20	LGAS111
01/03/2023	Staff	Salaries /Wages November	BACS							4688.10		4688.10	0.00	4688.10	LGAS112
06/03/2023	Youth Club	Leader costs February									120.00	120.00	0.00	120.00	S137
14/03/2023	N Little	Concrete Area for MUGA				4380.00						4380.00	730.00	3650.00	LGAS1976519
14/03/2023	Friends of the Ridgewa	Annual Membership							15.00			15.00	0.00	15.00	LGAS111
14/03/2023	OCC	Comet Bus January	BACS						235.00			235.00	0.00	235.00	S137
14/03/2023	SOHA	Annual Service Charge 21/22							751.2			751.20	0.00	751.20	LGAS111
14/03/2023	Devey Tree Care	Works to Tree by Paddock						468				468.00	78.00	390.00	LGAS111
14/03/2023	Viking	Supplies							144.28			144.28	24.05	120.23	LGAS111
14/03/2023	Shield	Dog Emptying #6336						103.99				103.99	17.33	86.66	LGAS111
14/03/2023	Wiserve	Remote Back Up x 2	BACS						48.00			48.00	8.00	40.00	LGAS111
14/03/2023	Community First	Hire of Pat Testing equipment							28.80			28.80	4.80	24.00	LGAS111
14/03/2023	Grundon	Car Park Bin		120.01								120.01	20.00	100.01	LGAS111
14/03/2023	Churches Fire	Fire Check and replace Parish Office							284.92			284.92	47.49	237.43	LGAS111
14/03/2023	Churches Fire	Fire Check and replace parts Town Hall									235.48	235.48	39.25	196.23	LGAS111
14/03/2023	O Brake	SID Moving and downloading data						60.00				60.00	0.00	60.00	LGAS111
14/03/2023	Ricoh	Quarterly Bill Photocopier	BACS						363.10			363.10	60.52	302.58	LGAS111
14/03/2023	Petty Cash	Cash for Office							60.00			60.00	0.00	60.00	LGAS111
14/03/2023	Fieldform	Final Invoice				20514.42						20514.42	3419.07	17095.35	LGAS1976519
	<b>Totals</b>			<b>120.01</b>		<b>0.00</b>	<b>25077.06</b>	<b>0.00</b>	<b>631.99</b>	<b>1930.30</b>	<b>4688.10</b>	<b>355.48</b>	<b>32802.94</b>	<b>4478.95</b>	<b>28323.99</b>
<b>Receipts 14th February 2023 - 14th March 2023</b>															
	<b>Pavilion</b>				<b>Parish Council</b>										
	Rental of Pavilion	£	148.00		Loyalty Rewards	1.66									
	WTFC				MUGA Hire	130									
					MUGA Tokens	30									
					Parish Office Hire	60									
					West Room Hire	190									
					Interest on A/Cs	297.72									
					Allotment Rent	46									
					PCC Grass Cutting	775									
	<b>Total</b>	<b>£</b>	<b>148.00</b>	<b>Total</b>		<b>£</b>	<b>1,530.38</b>								

*M. M. A.*

*W. H. S.*

