



MINUTES OF THE ANNUAL MEETING OF WATLINGTON PARISH COUNCIL HELD IN THE COMMUNITY OFFICE AT 8PM ON TUESDAY 7th MAY 2019

Present:

Councillors:

Matt Reid (MR)
Ian Hill (IH)
Terry Jackson (TJ)
Nicky Smallbone (NS)
Stephanie Van de Pette (SvP)
Alex Basden (AB)
Roger Beattie (RB)
Nick Hancock (NH)
Tim Horton (TH)
Rob Smith (RS)
Andrew McAuley (AM)
Keith Woolfson (KW)
Amber Chainey (AC)

Officer:

Kristina Tynan (KT)

Press:

David White – Henley Standard

Members of the Public:

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The Meeting opened with Matt Reid presiding.

57/19 Election of Chairman.

Ian Hill nominated Matt Reid and Nick Hancock seconded. There were no other nominations
Resolved Unanimously: That Matt Reid be elected as Chairman.

58/19 To receive the Chairman's declaration of acceptance of office.

MR signed the Chairman's declaration of acceptance of office.

59/19 Apologies for Absence

Bonnie Williams.

60/19 Election of Vice-Chairman.

Roger Beattie nominated Ian Hill and Nick Hancock seconded. Terry Jackson nominated Steph Van de Pette and Matt Reid seconded. SvP declined the nomination.

A vote was then taken on Ian Hill's nomination, 12 in favour, 1 against.

Resolved: That Ian Hill be elected as Vice-Chairman.

61/19 Declarations of Interest

There were no declarations of interest notified.

62/19 Minutes of the Full Council Meeting held on 9th April 2019 to be agreed as a correct record.

One amendment was agreed page 21 Minute 52/19 D1 Shirburn Road refers to add the following

wording 'to add a blue P on the existing sign'

Resolved: That with the above change, the minutes are a correct record of this meeting and to be signed by the Chairman.

63/19 Matters Arising

Outreach Meeting (Minute 47/19 refers)– This will be held on Monday 3rd June at 7.30pm at the Fox and Hounds, Christmas Common. It is hoped that as many Councillors as possible can attend this.

Community and Voluntary Fair (Minute 55/19 refers) – There will be 30 organisations taking part in this. We have had some nominations for the community awards but are trying to get more before the deadline on the 24th May. There will be a stall outside the Town Hall on the 11th and 18th May 10-12pm to promote this event.

IVO Women's Cycle Race (Minute 54/19 refers) – IH said this will be coming through Watlington on Wednesday 12th June and there will be a rolling road closure. GoActive are involved and there are two organisers from Watlington. WBA are also hoping to get involved. Information regarding times etc will be put on Facebook when we receive it.

Annual Meeting of First Steps, Family Hub Chalgrove and Watlington (Minute 55/19 refers) MR attended this and reported that Anna Badcock and Steve Harrod were also present. There were also representatives from Chalgrove and Stadhampton Parish Councils. At the meeting they said that they only have reserves to run for another year. They are now a CIO. They have 2 permanent paid staff members who do sterling work. WPC have given them a grant for the last two years of £5000, when OCC withdrew funding.

64/19 Public Questions

There were none notified

65/19 To appoint Statutory or Standing Committees:

A STRATEGY (8 Parish Councillors)

Steph Van de Pette, Matt Reid, Ian Hill, Andrew McAuley, Nick Hancock, Rob Smith, Tim Horton

B PLANNING (Min of Eight Parish Councillors)

Andrew McAuley, Matt Reid, Terry Jackson, Alex Basden, Rob Smith, Ian Hill, Nicky Smallbone, Keith Woolfson.

C FINANCE (Max of Eight Parish Councillors)

Nicky Smallbone, Matt Reid, Steph Van de Pette, Nick Hancock, Tim Horton, Ian Hill, Roger Beattie

D OPERATIONS (Min of 6 Parish Councillors)

Ian Hill, Roger Beattie, Tim Horton, Terry Jackson, Keith Woolfson, Alex Basden, Bonnie Williams

E ALLOTMENTS (2 Parish Councillors)

Nicky Smallbone, Amber Chaaney

F PAVILION AND SPORT FIELD (4 Parish Councillors)

Nicky Smallbone, Matt Reid, Roger Beattie, Alex Basden

G NEIGHBOURHOOD PLAN ADVISORY BOARD (4 Parish Councillors, 6 co-opted)

Matt Reid, Andrew McAuley, Tim Horton, Terry Jackson

66/19 Representatives to other Bodies:

1. **"Support Fund" and "The Watlington Public Charities" Trustees**

It was noted that we have appointed Linda Nicholson to serve until May 2020 and Mr Barber to serve until May 2022.

2. **Watlington Education Foundation** – to appoint 1 representative

To appoint Nick Hancock and Matt Reid if it would be in order to appoint two representatives.

The Clerk will check into this.

3. Friends of Watlington Library

To appoint Nick Hancock

4. Representative for Youth Club

To appoint Stephanie Van de Pette and Amber Chainey.

5. Charlotte Coxe Trust Body Interim Group

Matt Reid, Steph Van de Pette, Terry Jackson, Tim Horton, Roger Beattie, Ian Hill, Nicky Smallbone
Ian Hill will arrange a meeting for this group and representatives of FOWL.
It was noted that this group cannot make decisions.

6. Icknield Community College

To appoint Stephanie Van de Pette and Amber Chainey.

7. Parish Transport Representative/s 5 Parish Transport Group and WPC Transport Group

PTR: IH said that OCC have quarterly meetings for PTRs. This was started up initially to help OCC organise the subsidised buses. However, it moved on once the subsidies stopped and this group has no formal role other than communicate information between OCC and the parishes.

WPC Transport Group: This group is looking into all transport issues affecting the parish, one being what will be needed when the new houses are built.

To appoint Terry Jackson, Tim Horton and Ian Hill.

8. Town Hall Charity Trustee Body – to appoint the Trustee Body

Tim Horton, Roger Beattie, Terry Jackson, Ian Hill, Matt Reid and Nick Hancock.

It was noted that Alison Morgans is a co-optee on this Trust.

9. Watlington Business Association

To appoint Stephanie Van de Pette.

10. Nomination to OALC Executive Committee

To nominate Roger Beattie.

67/19 District Councillors Report

It was noted that Anna Badcock has been elected as District Councillor.

68/19 County Councillors Report

Steve Harrod had sent his apologies for this meeting. His latest report was emailed to Councillors.

69/19 To receive the Balance of Accounts and approve the list of Payments

NS 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).*

Resolved: That the Balances of Accounts and the List of Payments be settled and that they be signed by the Chairman and the Chair of Finance.

70/19 Committees:

A: FINANCE –There has been no meeting

B: PLANNING – 9/4/2019 (Special Meeting held before Full Council)– Matt Reid

Resolved: That Council accept these Minutes

P19/S0818/O – Land at Britwell Road

Hybrid application comprising (1) Full planning permission for the demolition of the existing pig farm and its associated buildings

MR said that this application is an identical application to the one that was previously submitted

(P17/S3231/O). This application was not determined by SODC and therefore has gone to appeal to the Planning Inspectorate. However, if SODC do make a determination on the new application before an Appeal date is given for the original application, the Appeal would be withdrawn.

The committee unanimously approved this application and agreed that the same response be sent as to the last application with a few minor changes in the wording.

TH said that he would leave on record that he spoke at the Planning Committee meetings against the Archstone/Bloor application and his personal objections on the decision the WPC Planning Committee made to approve this application.

C: STRATEGY- 23/4/2019 – Steph Van de Pette

Resolved: That Council accept these Minutes

SvP said that the committee needs to focus around the strategic plan. There have been meetings about the Charlotte Coxe Trust, our PCSO Graham Devey to get his feelings about issues in the town. The Car Park Group have also met to discuss enforcement and CCTV in this area. SvP will update the Strategic Plan with target completion dates and the Strategy Committee will agree the priority order. There are some operational issues. All Councillors to look at the plan and to state their interest in leading on specific items. AM stated that the NP should be the backbone of the NP. It was noted that the NPAB is tasked to ensure that the NP continues to be focused.

Clean Air Month – This will start on 5th June and will continue for the whole month. This will be promoted at the Annual Parish Meeting on the 23rd May. IH, SvP and TJ are working on ideas for this.

Fibre to the Premises (FTTP) Connection Proposal from Watlington Business Association

Resolved: That Council pursue full fibre connection for Watlington and to arrange a meeting with GigaClear, Openreach and Swish Fibre to obtain more information. That we form a working group with the WBA.

D. OPERATIONS –17/4/2019 – Ian Hill

Resolved: That Council accept these Minutes.

Request to have a mobile catering trailer in the Recreation Ground during the summer holidays, 7 days a week and would take up one car parking space.

Resolved: That we do not allow a mobile catering trailer in the recreation ground during the summer holidays.

Canopies over picnic tables – RB reported that these will be put up in the next few weeks.

E. ALLOTMENTS – There has been no meeting.

NS said that their monthly page in the Watlington Times is being well received.

F. PAVILION AND SPORTS FIELD – 29/4/2019 – Nicky Smallbone

Resolved: That Council accept these Minutes

NS reported that the Stewardship Agreements are very close now to being signed by the Clubs. It was noted that the WTFC have had a very successful season which is excellent news. WCC have now started their season and have 100 children signed up with a third of these being girls. WCC have the only girls' team in Oxfordshire and are hoping for more clubs to have them so that they can compete with other clubs.

Football and Cricket continues to go from strength to strength.

TH said that it has been a fantastic year for the Football Club and that the Council could consider putting in some money for recognition for Sports in our community. He also said it would be good to have more regular reporting.

Issues raised at the meeting were the usual dog fouling and rabbits on the sports field and consideration is being give to what can be done about these problems.

G. NEIGHBOURHOOD PLAN ADVISORY BOARD – 20/4/2019 – Matt Reid

Resolved: That Council to accept these Minutes

MR reported that our official NP is at long last available on the SODC website. There was discussion on the Local Plan, and it was agreed to have meeting with Pyrton and Britwell Salome parishes. Britwell Salome have asked to have closer links with us as regards traffic. AM will be putting together a Planning Training which will focus on various issues we need to look at including material considerations. This will be held at the end of June and will be for all Councillors not just Planning Committee members. TJ said that we will be asking someone from the Oxford Carbon Hub to attend a Strategy Meeting.

The SODC Local Plan is due to be examined in the summer. It was noted that there is now a change in the political make up of SODC and the new District Council may challenge the plan as it stands. Their position is unknown, and they will be having a meeting on this on the 3rd June. We will need to keep up to speed on this.

71/19 Correspondence for Information –

The list was attached to Agenda. Most correspondence has been allocated to Committees. There were no letters that needed discussion.

72/19 Reports from Organisations and Representation on other bodies

Watlington Youth Club – SvP reported that they are looking into hiring a community development worker for 10-18-year olds with a focus on the older age group. They are considering doing activities around the town using different facilities around the town.

Community Meeting on Social Enterprise – There was a meeting held on Monday evening to discuss taking the Hardware Shop on. Discussion took place on the possibility of renting small spaces to local businesses. An organisation would need to be formed if this was going to go ahead.

Climate Change Action Facebook Group - This has been set up by a local resident and already has 200 people signed up to the Group. SvP said people are coming up with some great ideas and it is timely that someone from the community has set this up. Hopefully this will lead to some projects and targets for climate change.

73/19 Other Matters for Discussion at the discretion of Chairman

Annual Parish Meeting – This will be held at the Watlington Club on Thursday 23rd May at 7.30pm.

Councillor Training – NH had asked for this to be raised. It was noted that this was done by Dominic Stapleton from Local Government Resource Centre (LGRC) who was recommended by OALC for the last Council. It was thought that this would be a good idea and SvP said she would look into this with the Clerk.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10PM



Barclays Bank PLC

Please provide balance on Parish Accounts as at close of business
On 7/05/2019

Barclays Premium A/C	£	143,801.79 CR
Barclays Current A/C	£	2,592.94 CR
Barclays High Interest Bus A/C	£	9,784.57 CR
Barclays Pavilion Account	£	1,525.26 CR
TOTALS	£	<u>157,704.56 CR</u>

Signature of Chairman:

A Swales

Date: 7th May 2019

Watlington Parish Council													
Accounts for Payment to be authorised at Full Council 7 May 2019													
Date	To Whom	Details	Number	Amount	Car Park	Publicans	Operations	Donor	Wages	Postion	INCL VAT	VAT	Power
12/04/2019	R Beattie for Screwfix	Line Marking Paint	BACS	84.83	84.83						84.83	14.13	70.70
01/05/2019	All Staff	Wages and Salaries	BACS						3733.88		3733.88		3733.88
01/05/2019	HMRC	Tax and NI	BACS						2670.94		2670.94		2670.94
07/05/2019	Bongo	June Licence	BACS					22.56			22.56	3.76	18.80
07/05/2019	Historic Towns and Villages Forum	Annual Membership	BACS					25.00			25.00		25.00
07/05/2019	Tracy Bliffle	Paddock Gardening	BACS			180.00					180.00		180.00
07/05/2019	Wiseerve Ltd	Computer Assistance	BACS					48.00			48.00	8.00	40.00
07/05/2019	Stefanie O'Brien	Professional Charges	BACS					42.00			42.00		42.00
07/05/2019	Canonon	Disposal unit etc	BACS			64.46					64.46	10.74	53.72
07/05/2019	Bongo	Technical Support 29/3/19	BACS					96.00			96.00	16.00	80.00
07/05/2019	Ricoh	Photocopier	BACS					409.09			409.09	68.18	340.91
07/05/2019	Youth Club Quarter Rent	Youth Grant	BACS					264.00			264.00		264.00
07/05/2019	SOBC	Annual Licence Fee	BACS					70.00			70.00		70.00
08/05/2019	SSE	OSP Gas	104249					176.02			176.02	8.37	167.65
08/05/2019	SOBC	Pub Core Rates	104250			846.98					846.98		846.98
07/05/2019	Petty Cash	Cash for Office	104251					45.00			45.00		45.00
07/05/2019	Metcouts	Soil, gravel plants etc	BACS					56.96			56.96	7.39	49.57
Total				0.00	84.83	911.44	216.96	1197.67	6404.82	0.00	8823.11	136.57	8686.54
Receipts 10th April 2019 - 7th May 2019													
	Position												
	Lettings	£											
	WTPC	£											
	Waste recharge	£											
		£											
	Parish Council												
	Allocation	£											
	SODC (CIL 46-60 Hill Road)	£											
		£											

N Swallow

[Signature]