



## MINUTES OF THE ANNUAL MEETING OF WATLINGTON PARISH COUNCIL HELD AT 7PM ON TUESDAY 11<sup>TH</sup> MAY 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)

**In Attendance and Registered to speak:** Gill Bindoff- NPAB

49/21 Election of Chairman

Andrew McAuley nominated Matt Reid and Tim Horton seconded. There were no other nominations  
**Resolved:** That Matt Reid be elected as Chairman.

50/21 To receive the Chairman's declaration of acceptance of office.

**Resolved:** To receive the Chairman's declaration of office and this will be signed as soon as possible.

51/21 Apologies for Absence

Steve Bolingbroke, Rob Smith, Keith Woolfson.

52/21 Election of Vice-Chairman.

Matt Reid nominated Ian Hill and Roger Beattie seconded. There were no other nominations

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

53/21 To receive Declarations of Interest

*To receive any declarations on interest from Councillors relating to items to be considered at the meeting, in accordance with the provisions of the Councils Local Code of Conduct.*

54/21 Minutes of the Full Council Meeting held on 9<sup>th</sup> March 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.

It was noted that there was no meeting in April due to National Mourning for the Duke of Edinburgh.

55/21 Matters arising from the Minutes

There were none notified.

56/21 Update on COVID 19 Chairman's Remarks

MR reported that Nicky Smallbone has resigned from Council and she will be hugely missed. She did a

lot of work and was Chairman of two committees and she will be very hard to replace. There are two spaces remaining on Council and we need to advertise for new Councillors. MR said he had met up with NS and will also be sending a formal letter of thanks. Regarding Covid he is keeping a weather eye on the dashboard and there seems to be a newfound confidence with the vaccine rollout and asked all to keep a positive slant.

57/21 Public Questions

There were none notified.

58/21 To appoint Statutory or Standing Committees:

A **STRATEGY** (8 Parish Councillors)

Andrew McAuley Matt Reid, Ian Hill, Rob Smith, Tim Horton, Terry Jackson, Richard Dorney-Savage, Steve Bolingbroke, Margaret Noon, Roger Beattie

B **PLANNING** (Min of Eight Parish Councillors)

Andrew McAuley, Matt Reid, Terry Jackson, Alex Basden, Rob Smith, Ian Hill, Margaret Noon

**Co-opted:** Tony Powell, Gill Bindoff

It was noted that one additional councillor was needed for this committee.

C **FINANCE** (Max of Eight Parish Councillors)

Matt Reid, Tim Horton, Ian Hill, Roger Beattie, Steve Bolingbroke, Richard Dorney-Savage

D **OPERATIONS** (Min of 6 Parish Councillors)

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

**Co-opted:** Bob West, Jenny Wilkinson

E **ALLOTMENTS** (2 Parish Councillors)- Roger Beattie, Matt Reid

F **PAVILION AND SPORT FIELD** (4 Parish Councillors)

Matt Reid, Alex Basden, Steve Bolingbroke, Tim Horton

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

Andrew McAuley, Tim Horton, Terry Jackson, Steve Bolingbroke

**To Note Working Groups:**

**INTERFACE GROUP** - Andrew McAuley, Matt Reid, Ian Hill

**CIL AND MAJOR PROJECTS WORKING GROUP-** Andrew McAuley, Tim Horton, Steve Bolingbroke, Ian Hill.

59/21 Representatives to other Bodies:

1. **“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)*

This was deferred to the next meeting

2. **Watlington Education Foundation** – Margaret Noon

3. **Friends of Watlington Library** – Margaret Noon

4. **Representative for Youth Club** – Richard Dorney-Savage, Roger Beattie

5. **Charlotte Coxe Trust Body Interim Group** - Matt Reid, Terry Jackson, Tim Horton, Roger Beattie, Ian Hill

6. **Icknield Community College** – Matt Reid, Margaret Noon

7. **Parish Transport Representative** – Ian Hill, Tim Horton

8. **Town Hall Charity Trustee Body** - Tim Horton, Ian Hill, Terry Jackson. More members would be welcome.

60/21 County Councillors Report

MR welcomed Freddie Van Meirlo who won the election on the 6<sup>th</sup> May 2021. FvM said that he was very pleased to have been elected and to represent Chalgrove and Watlington. He suggested that there is a meeting so that there no discontinuing of current issues. MR said that this would be good and FvM will send some dates.

MR has written to Steve Harrod thanking him for all his help whilst he was our County Councillor.

61/21 District Councillors Report - Cllr Anna Badcock

No report had been received.

62/21 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).*

**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.

63/21 Committees:

**A: FINANCE** – 25/3/2021- Tim Horton

**Resolved:** That Council accept these minutes.

TH thanked KT and Rachel Gill for applying for the Covid 19 Business grants for WPC assets

**Change of Current Bank account**

**Resolved:** That we open a current account with Unity Bank and transfer £80,000.00 to it and close the Barclays Current Account.

**Car Park Hill Road**

**Resolved:** That we ask for no voluntary contributions for 2020/2021 from the local independent businesses many of whom had to close during the lockdowns and that we send out the invoices after 12<sup>th</sup> April for the 2021/2022 financial year.

**Resolved:** That we give a reduction of £1500 for two financial years to the Co-op to reflect our lower business rates. This would mean that the Co-op would owe £11,000 in arrears and £6500 for the year 2021/2022. That we ask for annual payments, not quarterly and that an agreement be put in place for 5 years (of which a payment plan could include the arrears within this timetable).

**Consideration to WPC purchasing N&SI Premium Bonds**

**Resolved:** That WPC purchase £50,000 of premium bonds.

**Financial Regulations Review** (last reviewed Sept 2018) –

**Resolved:** That the Financial Regulations 2021 be agreed (these were attached to the agenda).

**B: PLANNING** –6/4/2021 AND 4/5/2021 – Andrew McAuley

**Resolved:** That Council accept these Minutes

AM reported that there were no issues to report on.

**C: STRATEGY** - - 23/3/2021 – Andrew McAuley

**Resolved:** That Council accept these Minutes.

## **Review of aims and objectives of the WNDP**

**Resolved:** That the Council approve the first draft of the NPAB review of aims and objectives

**Flag Flying Policy** – to agree this policy.

**Resolved:** That Council adopt this policy. To keep all the dates apart from European Day (9<sup>th</sup> May) as on the list.

A good supply of flags to be kept in the office.

## **Motion to Support the Climate and Ecological Emergency Bill – Terry Jackson**

**That Council notes that:**

1. This council has already declared a climate emergency.

2. There is a Bill before Parliament—the Climate and Ecological Emergency Bill (published as the “Climate and Ecology Bill”)—according to which the Government must develop an emergency strategy that:

- a. requires that the UK plays its fair and proper role in reducing greenhouse gas emissions consistent with limiting global temperature increase to 1.5°C above pre-industrial temperatures;
- b. ensures that all the UK’s consumption emissions are accounted for;
- c. includes emissions from aviation and shipping;
- d. protects and restores biodiverse habitats along overseas supply chains;
- e. restores and regenerates the UK’s depleted soils, wildlife habitats and species populations to healthy and robust states, maximising their capacity to absorb CO<sub>2</sub> and their resistance to climate heating;
- f. sets up an independent Citizens’ Assembly, representative of the UK’s population, to engage with Parliament and Government and help develop the emergency strategy.

**Council therefore resolves to:**

**a) Support** the Climate and Ecological Emergency Bill;

**b) Inform the local media** of this decision;

**c) Write an open letter to John Howell MP** (shared with our residents through local media) urging him to sign up to support the Bill; and

**d) Write to the CEE Bill Alliance ([campaign@ceebill.uk](mailto:campaign@ceebill.uk)) and the CEE Bill Alliance Oxfordshire ([ceebillalliance.oxford@gmail.com](mailto:ceebillalliance.oxford@gmail.com)), the organisers of the campaign for the Bill, expressing its support.**

AM reported that this is due its second reading in Parliament and was put forward by the Green Party. He stated that as WPC is apolitical, he suggested that it is not our role to get involved in this.

**Vote:** 6 against, 1 in favour, 2 abstentions

**NOT CARRIED**

AM said that SODC and OCC have pledged to be carbon neutral by 2030 but we have not seen a plan on how they will achieve this. FVM said that for Watlington it is much harder for rural communities to do this in regard to poor public transport etc and this is where the senior council’s efforts should go. AM said we would like to see a roadmap on this. FVM said that he fully echoed these comments and that his other parishes are also in rural areas and he is still waiting for guidance and said that Watlington as a town has done a lot regarding climate change. He said that co-ordination between parishes would be very useful and he will take this suggestion forward.

**CCT** – A meeting has been set up with WPC, OCC and our Solicitor at the end of May.

## **D. OPERATIONS – 18/3/2021 – Ian Hill**

**Resolved:** That Council accept these Minutes

**Comet Bus** – IH reported that we have agreed with Chalgrove to resume this service from the 25<sup>th</sup> May. The trips will take place on alternative weeks with Watlington starting on the 25<sup>th</sup> May. Only 6 passengers per trip are allowed at present.

He said that the Wallingford Friday service is doing well, and it seems like people have started to want to go out.

**E. PAVILION AND SPORTS FIELD – 22/2/2021 and 6/5/2021**

**Resolved:** That Council accept these Minutes

MR stated that the Pavilion has been very grateful for the Covid 19 grants they have received. There will be a special meeting held on the 14<sup>th</sup> June to discuss separation of responsibilities between WPC and the Sports Clubs.

**F. NEIGHBOURHOOD PLAN ADVISORY BOARD – 15/3/2021 AND 26/4/2021**

**Resolved:** That Council accept these Minutes

**Conservation Area Survey**

It was noted that this has not been reviewed for 30 years and at the Appeal on 40 Brook Street the Inspector pointed out that it was old and needed updating.

**Resolved:** That WPC appoint Kathy Davies to do the Conservation Area Survey

**Tree Survey for Watlington**

**Resolved:** That Full Council approve the specification and quotation in principle on the understanding that it will be broken up into work which is needed for the review of the Neighbourhood Plan and funded by Locality and work which is optional and will be considered by Full Council at a later date.

**G. ALLOTMENTS – 29/3/2021 – Roger Beattie**

**Resolved:** That Council accept these Minutes

RB reported that there will be a plant sale in the Allotment at the end of May.

**H. INTERFACE Working Group – 7/4/2021 and 16/4/2021 (Notes from Meeting) – Matt Reid**

The notes were accepted.

MR said that at OCC level they have stated that should ICC leave the site that the grounds would transfer to Pyrton Parish and if it used by others a charge of £1 should be levied. When a final decision is made on Chalgrove this may be reviewed.

There will be no meeting this month as it is hoped that new Provident Land schematics will be available in the next few weeks.

At the meeting on the 16<sup>th</sup> April with Andy Higginson(AH) WPC outlined the need for a broader sweep on the Britwell Road end of the Scheme and AH said that this was a possibility that he would work towards, but he would need WPC help to act as go-between with the land owner. WPC said that they were happy with the proposed re-alignment of the B480 and new roundabout in Site B but appreciated that it is equally weighted with other options and expensive. AH gave assurances that subject to survey results that this would still be the favoured alignment. Pyrton Parish Council outlined their concerns with the top end of the scheme and in particular its impact on the 'Old Stables'. AH outlined his commitment to mitigating the impact to the best of his ability, but the connection to the B4009 to the north of the PYR1 site now looks almost certain. AH emphasized that the "suggested alignment" is not final, and that further refinement is a possibility.

**Resolved:** that WPC pursue the option of having a broader sweep on the Britwell Road and to help facilitate this with OCC and the Landowner.

**Vote:** 7 in favour, 1 against, 1 abstention

The NPAB and Planning will have a joint meeting to discuss this further.

64/21 Grant Application from WCAG – the Finance Committee had asked that this be discussed at Full Council (The application form will be sent to Councillors)

**Motion by Steve Bolingbroke**

**Proposer:** Matt Reid **Seconder:** Rob Smith

That Watlington Parish Council confirm their commitment to the SODC target to achieve carbon neutrality by 2030. WPC is conscious of the concern of many residents to protect the local environment.

To ensure that grant funds are directed at the need to reduce carbon emissions in Watlington it is proposed that:

1. The £2,000 budgeted in 20/21 and 21/22 for Watlington Climate Action Group is reclassified as a Carbon Reduction Projects Grant and is open to any Watlington Group wanting to fund a project aimed at achieving the 2030 target.
2. That a further £1,000 of the annual grant budget is ring fenced as an Environment Projects Grant open to any local group (e.g. WEG) wanting to fund a project to protect the local environment and that the Finance Committee are delegated to identify which exiting budget, or unspent budget from 2020/21, shall be used for this purpose in 2021/22.
3. That, subject to WCAG and WEG agreement, the Chalk Stream film proposal be considered for funding as an Environmental Project

**Resolved:** That the above 3 points were agreed, and that Finance Committee facilitate this.

65/21 NALC Star Council Nomination

**Proposer:** Terry Jackson **Secunder:** Margaret Noon

Motion to Full Council ref: NALC Star Councils

Further to the e-mail from NALC regarding nominations of councils as Star Councils with the theme of Covid 19.

I propose that we nominate Watlington Parish Council as a star council of the year, as I think we did a good job offering deliveries to those shielding along with a friendly word and support at such a difficult time. The numbers affected may not have been huge but I'm quite sure that those that received help were very appreciative, especially in the early weeks of the pandemic emergency.

**Resolved:** That we nominate Watlington Parish Council and TJ, MN and the Office to do this and send this off. It was noted that this needs to be 600 words only.

66/21 To discuss whether we hold a Community Awards 2021 Event

After discussion it was agreed to see if it would be possible to hold these in September/October 2021. A group to be set up consisting of MR, IH, TJ, MN and the Clerk to look into this,

67/21 Correspondence for Information

The list was attached to the Agenda

The Strategy committee asked that letters No 33 be discussed by FC.

**Letter 33** – Bioabundance asking if WPC join them and make a donation to their legal challenge of SODC's Local Plan – It was agreed not to support this.

**Letter 66** – SODC – Neighbourhood Planning – Locality High Street and Social Infrastructure support – Grants available up to £15,000. Expression of interest need to be notified by 16<sup>th</sup> May 2021.

**Resolved:** That we apply for a grant and IH, GB, TH and TJ be delegated to put in a proposal to achieve something important in the town centre, to the limited time to apply. The Clerk to sign this off.

A zoom meeting will be set up for tomorrow at 10.30 to discuss this.

**Letter 43 and 65** – Britwell Road Issues and SID's – these have been passed to Operations for discussion. KT reported that she has asked OCC for a safety audit for Britwell Road.

68/21 Reports from Organisations and Representation on other bodies

**Watlington in Bloom** - TJ said that WiB is hoping to be able to put on the Open Gardens Event this year.

**Chalgrove Shield** – MRs aid that there has been some recent activity and will report at a further

meeting.

69/21 Other Matters for Discussion at the discretion of Chair

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.20PM**



## Watlington Parish Council

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Watlington Parish Council  
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Watlington  
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### Barclays Bank PLC

Please provide balance on Parish Accounts as at close of business  
On 10/5/2021

<b>Barclays Premium A/C</b>	<b>£</b>	<b>138,469.54 CR</b>
<b>Barclays Current A/C</b>	<b>£</b>	<b>2,481.50</b>
<b>Barclays High Interest Bus A/C</b>	<b>£</b>	<b>80,010.50 (CIL: £26,523.01)</b>
<b>Barclays Pavilion Account</b>	<b>£</b>	<b>19,294.07CR</b>

<b>TOTALS</b>	<b>£</b>	<b><u>240,255.61 CR</u></b>
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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: 11<sup>th</sup> May 2021



Accounts for Payment to be authorised by Watlington Parish Council Full Council Meeting 13th April 2021 (Meeting cancelled due to National Mourning) ratified May 11th												Paid	
Date	TO WHOM	DETAILS	Number	NP	Pub Conv	Special Proj	Operations	Central	Wages	INCL VAT	VAT	EXCL VAT	Power
31/03/2021	Community First	Housing Survey	BACS	2888.40						2888.4	481.4	2407	LGAS111
01/04/2021	All Staff	Wages	BACS						3492.37	3492.37	0.00	3492.37	LGAS112
12/04/2021	Archer Safety Signs	Sign for 1/2 Pipe/Skate	BACS				63.54			63.54	10.59	52.95	LGAS111
12/04/2021	Archer Safety Signs	Prospect Place Signs	BACS				323.82			323.82	53.97	269.85	LGAS111
13/04/2021	Community First	Annual Membership	BACS					70.00		70.00	0.00	70.00	LGAS111
13/4/20201	OALC	Annual Membership	BACS					534.07		534.07	89.01	445.06	LGAS111
13/04/2021	Elancity	SIDs for 4 Parishes (All paid to WPC)	Watlington Share is £3010							10346.24	1724.37	8621.87	LGAS111
13/04/2021	Scoop Dotty Dog Ltd	Dog Bin Emptying Feb	BACS				120.00			120.00	0.00	120.00	LGAS111
13/04/2021	Loop Electrical	PAT Testing	BACS					144.00		144.00	24.00	120.00	LGAS111
13/04/2021	WiB	Annual Insurance due to COVID 19	BACS					75.00		75.00	0.00	75.00	S137
13/04/2021	Computer Assistance	Remote Backup x 2 -5902	BACS					48.00		48.00	8.00	40.00	LGAS111
13/04/2021	SODC	Annual Business Rates Pub Conv	BACS		860.78					860.78	0.00	860.78	PHAS87
13/04/2021	Scoop Dotty Dog Ltd	Dog Bin Emptying March	BACS				150.00			150.00	0.00	150.00	LGAS111
13/04/2021	Bongo IT	O365 outlook - 7941 April	BACS					22.56		22.56	3.76	18.80	LGAS111
13/04/2021	TLGO	Church Maintenance 2nd March	BACS					150.00		150.00	25.00	125.00	S137
13/04/2021	TLGO	WPC Grass cutting 2nd March	BACS				757.00			757.20	126.20	631.00	LGAS111
13/04/2021	Grundon	Car Park Bin	BACS							137.70	22.95	114.75	LGAS111
13/04/2021	N Little	Car Park cycle rack and base	BACS (Paid for by SODC Grant)				462.00			462.00	77.00	385.00	LGAS111
13/04/2021	South BucksTree Surg	Grinding out three stumps Rec CP	BACS				336.00			336.00	56.00	280.00	LGAS111
				2888.40	860.78	10346.24	2212.36	1043.63	3492.37	20981.68	2702.25	18279.43	
	<b>Receipts - 13th April 2021</b>												
	<b>Pavilion</b>		<b>Parish Council</b>										
	Loyalty Reward	£	0.63	Loyalty Reward	0.38								
	WTFC Reund for Floodli	£201.75	Art Weeks Grant from SODC	1,000.00									
	SODC Covid Grant	£2,096.00	Half Precept	69,009.00									
			PCC Church Grass cutting (mi	1,150.00									
			Allotment Rents	63.00									
			Locality Grant for Housing Su	2,407.00									
			Cuxham Field Rent (last quar	200.00									
	<b>Total</b>	<b>£</b>	<b>2,298.38</b>	<b>Total</b>	<b>£ 73,829.38</b>								

Accounts for Payment to be authorised by Watlington Parish Council Full Council Meeting 11th May 2021													
Date	TO WHOM	DETAILS	Number	NP	Pub Conv	Special Project	Operations	Central	Wages	INCL VAT	VAT	Paid EXCL VAT	Power
01/05/2021	All Staff	Wages	BACS						1338.35	1338.35	0.00	1338.35	LGAS112
04/05/2020	Boston Seeds	Plants for Paddock	BACS				408.98			408.98	68.16	340.82	LGAS111
10/05/2020	Portable Press Compn	Press Art Hub Grant	BACS					314.00		314.00	0.00	314.00	LGAS111
11/05/2021	ONPA	Annual Membership of NP Alliance	BACS					50.00		50.00	0.00	50.00	LGAS111
11/05/2021	Azure Hygiene	Public Conv Supplies	BACS		41.69					41.69	6.95	34.74	PHAS87
11/05/2021	John Taylor	Annual Service Office Boiler	BACS					90.00		90.00	15.00	75.00	LGAS111
11/05/2021	Loop Electrical	Pat Testing all buildings	BACS					102.00		102.00	17.00	85.00	LGAS111
11/05/2021	Michael Gee	Plant	BACS				40.00			40.00	0.00	40.00	LGAS111
11/05/2021	Viking	Supplies/Stationary	BACS					65.24		65.24	10.87	54.37	LGAS111
11/05/2021	Computer Assistance	Remote Backup x 2 -5902	BACS					48.00		48.00	8.00	40.00	LGAS111
11/05/2021	TLGO	WPC Grass cutting 2nd March	BACS				1478.40			1478.40	246.40	1232.00	LGAS111
11/05/2021	TLGO	Church Maintenance 2nd March	BACS					300.00		300.00	50.00	250.00	LGAS111
11/05/2021	Bongo IT	O365 outlook - 8068 May	BACS					22.56		22.56	3.76	18.80	LGAS111
11/05/2021	Scoop Dotty Dog Ltd	Dog Bin Emptying March	BACS				120.00			120.00	0.00	120.00	LGAS111
11/05/2021	English Cottage Gdns	Paddock Gardening 1/2 Feb and Mar	BACS				270.00			270.00	0.00	270.00	LGAS111
11/05/2021	SSE	Gas Parish Office	BACS					81.19		81.19	3.86	77.33	LGAS111
11/05/2021	Scoop Dotty Dog Ltd	Dog Bin Emptying April	BACS				120.00			120.00	0.00	120.00	LGAS111
11/05/2021	Grundon	Car Park Bin	BACS		99.77					99.77	16.63	83.14	LGAS111
11/05/2021	SODC	Annual Premises Licence Paddock	BACS				70.00			70.00	0.00	70.00	LGAS111
	<b>Totals</b>				<b>0.00</b>	<b>141.46</b>	<b>0.00</b>	<b>2507.38</b>	<b>1072.99</b>	<b>1338.35</b>	<b>5060.18</b>	<b>446.63</b>	<b>4613.55</b>
	<b>Receipts - 11th May 2021</b>												
	<b>Pavilion</b>		<b>Parish Council</b>										
	Loyalty Reward	£	0.35	Allotment Rents	11.50								
	SODC Covid Grant		£8,000.00	OCC Grass Cutting Annual Gr	528.39								
				Hire of Office for Election	198.00								
	<b>Total</b>	<b>£</b>	<b>8,000.35</b>	<b>Total</b>	<b>£ 737.89</b>								