



Minutes of the Meeting of Full Council held in the Community Office at 8.00pm on Tuesday 12th November 2019

Present:

Councillors:

Matt Reid (MR) – Chairman
Ian Hill (IH) – Vice Chairman
Nicky Smallbone (NS)
Terry Jackson (TJ)
Alex Basden (AB)
Andrew McAuley (AM)
Keith Woolfson (KW)
Roger Beattie (RB)
Diana Ludlow (DL)

Officer:

Kristina Tynan (KT)

Press:

David White – Henley Standard

Members of the Public:

2

132/19 Apologies for absence

Nick Hancock, Tim Horton, Amber Chainey, Rob Smith.

133/19 Chairman's Remarks

MR said that we have had a resignation from Steph Van de Pette. She kickstarted the Community Awards and was involved with starting up the Climate Action Group. She wrote the Communications and Strategic policies and reviewed many others. MR asked that we formally record our thanks for what she achieved whilst on the Council.

He also asked that Council formally record thanks to the Royal British Legion for all the work they put in for the Remembrance parade and service and all the other organisations that took part. The RBL will be having their AGM on the 15th November and MR urged people to attend or join the RBL individually.

134/19 Co-option onto Watlington Parish Council - We have had one applicant Mrs Diana Ludlow

Resolved: That Diana Ludlow be co-opted onto Watlington Parish Council.

She signed the 'Acceptance of Office' form and then was invited to join the meeting.

135/19 To receive Declarations of Interest

There were no declarations of interest notified.

136/19 Minutes of the Full Council Meeting held on 8th October 2019 to be signed as a correct record

Resolved: That these minutes are a correct record of this meeting and that they be signed by the Chairman.

137/19 Matters arising from the Minutes

Meeting with reps with Pyrton and the District and County Councillors – (Minute 121/19 refers) - Two

dates have been suggested and when we have had confirmation from all, the date will be agreed.

Watlington Climate Action Group – MR reported that Nick Hancock is working on an Action Plan for WPC.

Site A Appeal – MR thanked all members of the NPAB for all their hard work needed for this appeal and said that the work needed for the second appeal will be just as intensive. Appreciation was given for their on-going efforts on NP issues.

138/19 Public Questions

There were no public questions notified.

However, it was noted that Peter Richardson will give an update on Broadband under the Strategy Committee reports.

139/19 County Councillors Report - Cllr Stephen Harrod

Cllr Stephen Harrod had sent his apologies for this meeting. All Councillors have been emailed his latest monthly newsletter.

140/19 District Councillors Report - Cllr Anna Badcock

Cllr Anna Badcock had sent her apologies for this meeting.

It is hoped that the County and District Councillor will be in more regular contact with the Parish Council and attend more meetings. AM said that it is important that both Councillors are aware of our issues especially in the light of the Appeals on Site A. He said that the NPAB need to have a meeting with both of them together on the Appeal and other development sites before the next Appeal on Site A. They also need to be aware that we have Rule 6 Status for the second Appeal.

141/19 To receive the Balance of Accounts, Receipts received and approve the list of Payments to be settled.

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.

142/19 Committees:

A: FINANCE –31/10/2019 - Nicky Smallbone

Resolved: That Council accept these Minutes

Consideration of the amount of grant given to CAB

Resolved: That we reduce the annual grant given to CAB to £200.

Representation on Watlington Business Association

Resolved: That Matt Reid be the WPC representative on the Watlington Business Association.

NS said that initial preparation work is being done on the budget for 2020/2021 and requests have been received from committees which will be taken into consideration. This will be the main item on the agenda for the meeting on the 28th November.

B: PLANNING –5/11/2019 – Andrew McAuley

Resolved: That Council accept these Minutes

40 Brook Street – This has gone to Appeal, and it will be judged on written reports. AM thanked IH for drafting the statement which has now been sent to the Inspector.

Site A – Archstone – The first application has been to Appeal and a decision should be given on or before 16th December 2019. There will be a second appeal on the same site with the only difference being that it includes a second alternative route (by the spur on the Industrial Site). Our statement of case on this was sent to the Planning Inspectorate today and we have also received a copy of the

Appellants statement of case. There will be a conference call between all parties on the 21/11/2019 at which AM will speak and Gill Bindoff will listen in to

There has also been a formal letter of complaint on the first appeal sent to SODC and OCC. A letter has also been sent to PINS to ascertain what will be different about the second appeal. AM said he found it hard to see how to plan for the second appeal when there is not a decision on the first appeal. He said that the Inspector cannot consider the Edge Road as there is no planning application in from OCC for the road and therefore no decision on this issue can be made. Our MP has been asked to contact the Secretary of State to call in Sites A, B and C and no decision on this will be made until after the General Election of the 12/12/2019. We have asked for clarification on this.

P19/S0818/O Land at Britwell Road (Site A) - This will be discussed at the SODC Planning Meeting on the 27th November and AM will speak on this application which WPC has objected to.

Terms of Reference for the Planning Committee –

Resolved: That the Planning Terms of Reference be approved.

Oxfordshire Neighbourhood Plan Alliance Group

Vote 8 in favour, 1 against

Resolved: That we join the Oxfordshire Neighbourhood Plan Alliance Group at a cost of £50.

Peter Richardson (NPAB) is our representative on this group.

C: STRATEGY- 22/10/2019 – Andrew McAuley

Resolved: That Council accept these Minutes

Public Payphone Hill Road Car Park

Resolved: That we adopt the box for £1. The Operations Committee to look at refurbishment options and use as an 'information kiosk'.

D. OPERATIONS – 24/10/2019– Ian Hill

Resolved: That Council accept these Minutes

Dogs on playing Fields

IH reported that the Sports Club have stated that generally the situation is much better. The Dog Group has patrols over the weekends which is keeping fouling under more control as they clear the pitches before matches. The group is very diverse in age etc. It also acts as a social group for example, in checking up on our older residents who become aware if regular dog walkers have not been seen. There was a stand outside the Town Hall last Saturday asking for views from our residents of which 22 filled in responses and 15 supported the idea of not having dogs on leads in this area. This was a very small sample so does not really carry any weight. However not only is the field cleaner but awareness of the issue is greater. It was noted that it was sad that a group have to pick up other dog owners mess. It was noted that there is no other available space in the town that is easily accessible for dog walkers. However, the whole of the town needs to be looked at with regard to dog fouling.

Vote: 6 in favour: 2 against

Resolved: That in view of the progress made in keeping the sports field clear of dog fouling over the summer period that we do not implement the Dogs on Lead Policy and ask Council to consider the means of appropriate minor works to improve the facilities for dog waste. That this issue be re-visited in one year's time.

KW thanked the Dog Group for all the work they are doing on the sports field.

Naming of the new Development at Watcombe Manor (5 houses)

Resolved: That this development 'Wiggins Walk' be named after William Wiggins.

[A note on this is held on file]

MUGA

Resolved: That we apply for a grant for the MUGA from SODC Capital Grants Scheme.

It was noted that the deadline is the 2nd December 2019. NS and RB will fill in the application. NS said that IH and she had a meeting at SODC with the Community Enablement Team who said they would help with any queries with paperwork etc. The scheme has a maximum grant award of £75,000. Smaller grant sources are also being looked at.

Beech Tree from our MP John Howell – A number of locations were discussed, and it was agreed that the Operations committee be delegated to make the decision on where it should be planted.

E. PAVILION AND SPORTS FIELD – 4/11/3019 – Nicky Smallbone

Resolved: That Council accept these Minutes

NS stated that there are no recommendations for discussion but there is a problem with the boiler which is now very old, and we have been advised to replace it which will be discussed by Finance at their next meeting. All the lighting issues have now been addressed and the committee are considering holding some events to raise some funds.

F. NEIGHBOURHOOD PLAN ADVISORY BOARD – 8/10/2019 and 14/10/2019

Resolved: That Council accept these Minutes

It was noted that all issues were covered in the planning report above as the appeal has been the sole focus in the last few meetings.

G. ALLOTMENTS – Nicky Smallbone

There has been no meeting.

143/19 Motions from Councillors

None received

144/19 Correspondence for Information

There were no letters that needed discussion. Most letters have been referred to committees.

145/19 Reports from Organisations and Representation on other bodies

FOWL – Minutes from their last meeting are held on file in the office.

WCAG – There will be a meeting and Christmas craft making held in the Granary on 13/11/2019. All are welcome. TJ said that this is a very active group and are doing lots of work on many issues.

146/19 Other Matters for Discussion at the discretion of Chair

Christmas Eve Carols – A road closure form is being sent to SODC for the 24/12/2019.

Broadband – Peter Richardson had written a note on this issue, which was received, and it was suggested that he put this in the December Watlington Times to update our residents on this important issue. It was noted that we should have a public meeting with all broadband providers. PR, MR and KW are our representatives on this issue. PR advised that the OCC survey, which has been revised slightly will be sent out to residents at the end of the month. Broadband will be an item on the Strategy agenda.

10th December Full Council Meeting – MR invited all Councillors to join him in a glass of wine and a mince pie after this meeting.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.21PM

| Watlington Parish Council | | | | | | | | | | | | | | | | |
|--|------------------------|---|--------|----------|----------|------------|---------|-------|-----------|-----------|---------|---------|--------|----------|----------|----------|
| Accounts for Payment to be authorised at Full Council 12 November 2019 | | | | | | | | | | | | | | | | |
| Date | TO WHOM | DETAILS | | | | | | | | | | | | | | |
| | | Number | NP | Car Park | Pub Conv | Operations | Central | Wages | Town Hall | IMCL VAT | VAT | Power | | | | |
| 14/10/2019 | HMRC | Nil and Tax | BACS | | | | | | | | 2828.86 | 2828.86 | | 2828.86 | LGAS1112 | |
| 28/10/2019 | Beechwood Estates | Rent Sept-March 20 | BACS | | | | | | | 2500.00 | | 2500.00 | | 2500.00 | LGAS111 | |
| 25/10/2019 | Tockify Ltd | Tockify Calendar | BACS | | | | | | | 96.00 | | 96.00 | 16.00 | 80.00 | LGAS111 | |
| 01/11/2019 | Wages | Staff wages | BACS | | | | | | | 3724.79 | | 3724.79 | | 3724.79 | LGAS112 | |
| 12/11/2019 | Poppy Appeal | WPC Wreath | Cheque | | | | | | | 17.00 | | 17.00 | | 17.00 | 5137 | |
| 12/11/2019 | Ricoh | Photocopier Old and new | BACS | | | | | | | 713.32 | | 713.32 | 118.89 | 594.43 | LGAS111 | |
| 12/11/2019 | T Bliffle | Paddock maint Sept and Oct | BACS | | | | | | 360.00 | | | 360.00 | | 360.00 | LGAS111 | |
| 12/11/2019 | Wiseserve Ltd | Computer support Aug | BACS | | | | | | | 48.00 | | 48.00 | 8.00 | 40.00 | LGAS111 | |
| 12/11/2019 | Thames Graphics | Printing for NP | BACS | 86.40 | | | | | | | | 86.40 | 14.40 | 72.00 | LGAS111 | |
| 12/11/2019 | Wiseserve Ltd | Computer support Oct | BACS | | | | | | | 48.00 | | 48.00 | 8.00 | 40.00 | LGAS111 | |
| 12/11/2019 | More & Co | Audit Annual fee | BACS | | | | | | | 480.00 | | 480.00 | 80.00 | 400.00 | LGAS111 | |
| 12/11/2019 | Landscape Group Oxford | Churchyard Maintenance (Sept) | BACS | | | | | | 300.00 | | | 300.00 | 50.00 | 250.00 | LGAS111 | |
| 12/11/2019 | Landscape Group Oxford | Grass cutting (Sept) | BACS | | | | | | 300.00 | | | 300.00 | 50.00 | 250.00 | LGAS111 | |
| 12/11/2019 | Bongo | December licence | BACS | | | | | | | 22.56 | | 22.56 | 3.76 | 18.80 | LGAS111 | |
| 12/11/2019 | Comet | October trips | BACS | | | | | | | 235.00 | | 235.00 | | 235.00 | 5137 | |
| 12/11/2019 | Landscape Group Oxford | Churchyard Maintenance (Oct) | BACS | | | | | | | 300.00 | | 300.00 | 50.00 | 250.00 | 5137 | |
| 12/11/2019 | Landscape Group Oxford | Grass cutting Paddock (Oct) | BACS | | | | | | | 1416.72 | | 1416.72 | 236.12 | 1180.60 | LGAS111 | |
| 09/10/2019 | SSE | OSP Gas | BACS | 104271 | | | | | | 6.19 | | 6.19 | 0.29 | 5.90 | LGAS111 | |
| 11/10/2019 | Castle Water | Water for PC | BACS | 104272 | | | | | 40.32 | | | 40.32 | | 40.32 | LGAS111 | |
| 16/10/2019 | HTVF | NP Training Event for GB/TJ | BACS | 104273 | | | | | | 170.00 | | 170.00 | | 170.00 | LGAS111 | |
| 12/11/2019 | Petty Cash | Cash for office | BACS | 104274 | | | | | | 45.00 | | 45.00 | | 45.00 | LGAS111 | |
| 12/11/2019 | visionist | NP Old Website hosting | BACS | | | | | | | 189.60 | | 189.60 | 31.60 | 158.00 | LGAS111 | |
| 12/11/2019 | Lyreco | Diary and Paper | BACS | | | | | | | 86.40 | 0.00 | 86.40 | | 86.40 | | |
| | Totals | | | | | | | | 40.32 | 3493.44 | 4870.67 | 6553.65 | 0.00 | 15044.48 | 853.18 | 14191.30 |
| | | Receipts 8th October 2019 - 12th November 2019 | | | | | | | | | | | | | | |
| | | Pavilion | | | | | | | | | | | | | | |
| | | Lettings | £ | | | | | | | 242.00 | | | | | | |
| | | Bank Loyalty reward | £ | | | | | | | 2.62 | | | | | | |
| | | WTFC Licence recharge | £ | | | | | | | 65.77 | | | | | | |
| | | | £ | | | | | | | 310.39 | | | | | | |
| | | Parish Council | | | | | | | | | | | | | | |
| | | Car Park Contributions for 2018/19 | £ | | | | | | | 900.00 | | | | | | |
| | | CIL | £ | | | | | | | 11,134.70 | | | | | | |
| | | West Room hire | £ | | | | | | | 260.00 | | | | | | |
| | | | £ | | | | | | | 12,294.70 | | | | | | |

Handwritten signature

N. Swadlow



Watlington Parish Council

Parish Clerk: Kristina Tynan
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Barclays Bank PLC

Please provide balance on Parish Accounts as at close of business
On 11/11/2019

| | | |
|--------------------------------|----------|------------------------------|
| Barclays Premium A/C | £ | 144,954.32 CR |
| Barclays Current A/C | £ | 3,071.78 CR |
| Barclays High Interest Bus A/C | £ | 9,794.33 CR |
| Barclays Pavilion Account | £ | 2,353.33 CR |
| TOTALS | £ | <u>£160,173.76 CR</u> |

Signature of Chairman:

Date: 12th November 2019