



Minutes of the Meeting of the Strategy Committee held in the Community Office at 8pm on Tuesday 23rd April 2019

Present:

Councillors:

Stephanie Van de Pette (Chair) (SVP)
Andrew McAuley (Vice-Chair) (AM)
Matt Reid (MR)
Ian Hill (IH)

Co-opted Members:

Gill Bindoff (GB), Keith Jackson (KJ)

Officer:

Kristina Tynan (KT)

Members of the Public:

1

41/19 Apologies for absence
Rob Smith, Terry Jackson

41/19 Minutes
There was one change agreed –Great British Spring Clean (Minute 33/19 refer) to take out the word 'was' in the last sentence.
Resolved: That with the above change, it was agreed to approve the minutes of the Strategy Meeting held on 26th March 2019 which were received by Council on the 9th April 2019 and were signed by the Chair as a correct record.

42/19 Matters Arising
Open Gardens – It was noted that the Allotments do not wish to take part in this.

43/19 Declaration of Interests
There were no declarations of interests notified.

44/19 Chair's Report
To receive the Chair's update on the activity of the Committee between meetings.

Standing Orders update – KT and IH are working on this and will incorporate suggestions that have been made where appropriate. This will be an item on the agenda for the next meeting.

Community Resilience Plan – RS is working on this.

Authoring motions guidance – MR is working on this document which needs to be in very simple terms.

Update on progress for items not on the agenda

Notes on PCSO meeting – These were attached to the agenda.

Some discussion took part on these. It was noted that we have information on file of previous speed surveys. There was discussion of starting up a new SpeedWatch group. GB said that she disagreed with the PCSO statement that there is not a speed issue in the town.

It was suggested that we could ask for volunteers to be on a SpeedWatch team.

Resolved: That the Clerk to ask our PCSO to put together a piece on how it works etc for the Watlington Times and our Website.

Preparation of Climate Impact Report – Awaiting Annual Parish Meeting and new Council.

Opposing Oxford-Cambridge Expressway – Expressway Action Group supporter member. Clerk to draft letter to Secretary of State for Transport.

Charlotte Coxe Trust – An informal meeting was held on the 27th March with interested parties with a view to discussing how the eventual formation of a Charitable Incorporate Organisation (CIO) to manage the assets of the Charlotte Coxe Trust once a transfer has been made from OCC to WPC could be progressed. Martin Edis, Philip Pinney, Mike Young, Nick Hancock, Ian Hill, Matt Reid, Steph Van de Pette & Terry Jackson were in attendance. No decisions were taken at the meeting, its primary purpose was to establish common ground and update everyone on the current state of play of the transfer of the trust. The group will meet again in due course. It was noted we need to keep up the pressure with OCC.

Youth Club transfer of finances – Agreed at Full Council 9th April. Transfer imminent.

Cyber Security – The Parish Councils email account was hacked on Friday 29th March, resulting in a large volume of emails with pdf attachments being sent to all contacts in the address book. Fortunately, the hack was spotted almost immediately and our email providers, Bongo, were able to shut down the account remotely with access being restored for KT after the weekend. It is an important reminder that we must all remain vigilant with regards to cyber security.

WPC should be providing WPC emails for all Councillors and MR and KT will investigate doing this for the new Council.

Evaluation of WPC term – Gill suggested an evaluation be undertaken of the activities of WPC over the past four years. SvP circulated Councillors self-evaluation forms at the last Full Council meeting. SvP said she could not find any evidence of any Council who evaluate their term of Council. It would be a useful thing to do if someone wants to take on and provide a motion on how this could be done.

45/19 Induction Pack for New Councillors

To agree the content of the updated Councillors induction pack. The following documents were agreed to be part of the pack

Documents

- 00_New_Councillor_Contents_List
- 01_Welcome_Letter
- 04_Council_Structure
- 05_Full_List-of_Government_Documents
- 06_Full_List_of_Policies
- 09_Useful_Resources

Resolved: That all this information, with hyper links to relevant documents be put on a page for Parish Councillors only which will be password protected. Any paper documents can be requested via the office.

46/19 Communications Action Plan
Resolved: That the updated action plan be received
It was noted that we do have a resident circulation list, but it was suggested that we should start a new list for residents interested in receiving news from the Parish Council and close the old list down. This could be done via MailChimp for example.

Internal Communication

Community and Voluntary Awards Grant Allocation – This was passed onto Finance, who recommended to Full Council a grant of £200. It was mentioned that this should have come back to Strategy to make a recommendation to Council.

47/19 Strategic Plan
Resolved: That the updated action plan be received.
It was noted that this should be looked at, at every meeting. It was noted that this is in alphabetical order and it was suggested that things should be moved around so that items with time limits be high up on the Plan. The new Strategy Committee can look at this. Each item should have a project plan beneath the heading and an owner for each item. The final column to have a lead responsibility and to add Climate Change Emergency.
At the May Strategy Meeting this will be a main item on the agenda.

Car Parking Group – AM reported that he has now received a response from the Evaluation Authority to put in a challenge to the business rates for the car park and he will put together a challenge and then email to members. This is a first step. As regards making the car park into a Charity this would be looked at when other options have been explored.

Public Transport Group – There was a meeting in March and there will be another one held on May 22nd.

48/19 Annual Parish Meeting
To discuss the agenda and content for the Annual Parish Meeting on 23 May.
Resolved: That the theme to be Climate Emergency and Working Together. That there be a short talk by Amber Chainey (and others) on the youth perspective and why it is so important to them. We will also promote Clean Air Month. It was noted that Henley is doing a lot on this issue.

49/18 Community & Voluntary Fair & Awards
To agree the theme of the WPC stall and assign a working group to coordinate.
Request for volunteers for the stall 10am-12pm on Saturday 11th and Saturday 18th May – The Clerk will send out an email asking for old and new Councillors to help with this. The WPC will order a banner, wording to be agreed by SvP and KT. This would have the new logo on with perhaps a caption 'Historic Chiltern Market Town' with the website address on.
It was agreed that all WPC stalls will have copies of the Watlington Walk Leaflets and the Binzone Recycling Wheel available.

50/19 Clean Air Month
Clean Air Month proposal
Resolved: To agree this proposal
1. Launch pledges at community fair 8th June & flyering parked cars – IH to coordinate stall at fair, SVP to create flyer
2. Stall at town hall 15th June 10am – 12pm & flyering parked cars - IH, TJ, SVP to man stall using materials prepared by IH for the fair
3. Beacon Festival 21 – 22nd June – TJ to contact Lindsey Howard-Dean about us having an unmanned pledge stand
4. School talk at Primary & Secondary & Rainbow – David Dickie of Henley in Transition did similar - TJ to ask Gill if she knows David Dickie, SVP to ask Matt to liaise with schools, SVP to speak to Rainbow

5. Ask Watlington voluntary and community groups to theme June events around air – SVP to post on Facebook
6. Watlington Times theme air in June – IH to coordinate
7. WBA themed windows – SVP to speak to WBA
8. Proposed Wording for Flyer – Did you know Watlington’s air quality is worse than Oxford Street! The people getting the highest levels are those in the cars! 40,000 in the UK die for poor air quality each year. Children, the elderly and the infirm are particularly sensitive. Make your clean air day pledge today and be entered to our prize draw. Email to wpc@watlington-oxon-pc.gov.uk or drop it into the Parish Office by the end of June.
9. No idling flyer - IH to produce
10. Prize for pledges – Living Rainforest family ticket. SVP to contact Living Rainforest.

51/19 Fibre to the Premises (FTTP) Connection Proposal from Watlington Business Association
The Proposal from WBA on FTTP Connection was discussed:

RECOMMENDATION TO COUNCIL: That Council pursue full fibre connection for Watlington and to arrange a meeting with GigaClear, Openreach and Swish Fibre to obtain more information.

52/19 Upcoming Events

6 May	WIB Open Gardens
11– 19 May	Watlington Art Weeks
23 May	Annual Parish Meeting
All June	Watlington Clean Air Month
1– 7 June	Volunteers Week
5 June	World Environment Day – theme Air Pollution
8 June	Watlington Community & Voluntary Fair & Awards
20 June	Clean Air Day
21 – 22 June	Beacon Festival
TBC	Bowlfest (It was unclear if this was going ahead this year KT will find out)
TBC	St Leonards Fete (to find out if this is going ahead this year)

53/19 Consultations

1. Consistency in Household and Business Recycling Collections in England (Deadline 13 May 2019) <https://consult.defra.gov.uk/environmental-quality/consultation-on-consistency-in-household-and-busin/>
It was noted that recycling rates in South Oxfordshire are one of the best in the Country. AM will have a look at this and see if it requires a WPC response.

54/19 Correspondence
None for discussion

55/19 Any Other Business
No Items had been notified to the Clerk in advance of the meeting.

56/19 Items deferred to future meeting:
Authoring motions guidance – MT
Community Resilience Plan – RD
Standing Orders update – IH/KT

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.43PM