



Watlington Parish Council

Parish Clerk: Kristina Tynan

Minutes of the Meeting of the Strategy Committee held in the Community Office At 8pm on Tuesday 29th January 2019

Present:

Councillors:

Stephanie Van de Pette (Chair) (SVP)
Matt Reid (MR)
Ian Hill (IH)
Terry Jackson (TJ)
Tony Williamson (TW)
Fergus Lapage (FL)
Rob Smith (RS)
Andrew McAuley (AM)

Co-opted Members:

Gill Bindoff, Keith Jackson

Officer:

Kristina Tynan (KT)

01/19 Apologies for absence
Ian Hill.

02/19 Minutes
Resolved: That the minutes of the Strategy Meeting held on 27th November 2018 which were received by Council on the 11th December 2018 were signed as a correct record.

03/19 Matters Arising
1. **Website** – GB asked for an update on the website. The Clerk said that the office is in the process of transferring the IP address which is proving to be quite difficult but hopefully it will be live very soon.

2. **Buses** – TJ stated that she has 8 interested people and will arrange a meeting soon. She will circulate the date and time to Members when it is arranged.

3. CCT Trustee Body

TW said that he has not had a reply from Steve Harrod on this issue but stated that he thinks that the only way to move this on at County is to get him involved. It was also noted that the Clerk had been sent a request to ask OCC if the front room of 33 High Street could be used on a Saturday morning to sell goods and this to be discussed at the first meeting.

After discussion it was:

Resolved: That the group to start meeting regularly and they hold the first meeting ASAP. Representatives from FOWL will be invited. SVP to coordinate

4. Meeting on Rec provision with SODC - GB

The report of this meeting was received.

GB said that this was a very useful meeting to gauge the level of support we would get from SODC. They are happy to give advice on grant applications and to engage with community

groups. SODC cannot provide funding but can point people in the right direction. They also have lots of contacts.

The Sports England formula shows that Watlington is underprovided with recreational facilities. GB stated that PY2 has some land allocated for recreation and they have put this provision in their amended plans.

The NPAB are leading on this issue and GB said that they need to get some up to date information on facilities, floodlighting etc. She said it would be useful to have this set out in the Strategic Plan and how to move forward. SvP will update the plan.

TW asked that each facility is listed eg how many tennis courts etc.

GB gave out copies of the North Sub Area Recommendations (Section 7 of the Leisure Summary SODC Local Plan) and brought Members attention to this.

5. Sports Pavilion - A working group shall be formed, including members of the NPAB, to look at options for extending the Pavilion..

6. Meeting with OC on the Edge Road – GB said that the NPAB set up a meeting with OCC to discuss the progress of delivery of this. This meeting was open to all Council and NPAB members. The draft notes have only been sent to attendees at this stage but when OCC have agreed them, they will be circulated to all Councillors.

04/19

Declaration of Interests

Correspondence - Letter from WBA asking for funding for Art Weeks

Rob Smith declared an interest in this as his wife is one of the artists taking part.

Terry Jackson declared an interest in this as she will be exhibiting.

They both signed the 'Declaration of Interest Book' and did not vote on this item.

05/19

Focus Items

1. Communications – AM

The paper Andrew McAuley was received (Attachment 2 in the pack)

AM said that he has only received comments from two members and would like to garner more comments before meeting of the Working Group.

It will be an agenda item for the March Strategy meeting and can then go to Full Council in April.

2. Hill Road Car Park – SVP / AM

The paper from car park working group was received. As detailed in the paper four separate issues need addressing

1. Business Rates – the largest expense for the car park is business rates (£6,170.05. for 2018/19). The Co-op is looking to reduce the level of their contribution to the car park as they believe it is unfair compared to the contributions of the other traders. The finances as they stand are unsustainable. KT reported that Robert Arthur from the Co-op left in December, she is now negotiating with his replacement.

AM has contacted the Valuations Agency to request they check the rateable value of the car park. The working groups research showed that other similar car parks have much lower rateable values.

It was noted that if the Car Park was leased to a charitable organisation it would be exempt from Business Rates, but this is not being proposed at this time.

2.Enforcement of parking restrictions – the car park can become full at peak times (10 - 11am most days). Indigo Parking (SODC's enforcement contractor) could include Watlington as part of their rounds and we could have a trial period if it was thought appropriate. GB said that she thought there should be more 2-hour spaces as this would be a better balance.

3. Security – There have been several incidents of vehicle break-ins and number plate theft from the area. Several residents have contacted the council to request the installation of CCTV.

GB said that going forward it could mean that all our car parks should have CCTV and other security measures in place and that would be a big expense. It would be useful to have a meeting with our PCSO on whether he considers this a priority for Watlington.

4. **Signage** – The signage directing vehicles to the car park is poor and the signage within the car park itself could be improved. It was agreed the signage could be better.

After discussion the Committee voted on the following recommendations:

1. That a request be made to the Valuation Agency to reassess Hill Road car park rateable value.

Vote: Unanimous in favour.

2. To trial the manned enforcement of Hill Road car park 2-hour restricted spaces through SODC's contractor, Indigo Parking, for three half days a week for a three-month trial period.

Vote: 2 in favour, 3 against, 2 abstentions – NOT CARRIED

3. Purchase and installation of CCTV in Hill Road car park

Vote: 2 in favour, 4 against, 1 abstention – NOT CARRIED

4. To recommend to Operations Committee the purchase and installation of new/improved highway signs on Shirburn Street, entrance to Pavilion car park, on the side of the Fish & Chip shop and Couching Street as well as the purchase and installation of a large new sign for the car park detailing the parking restrictions. Signs should clearly show blue 'P' and distinguish between short (Hill Road) and long stay (Pavilion) parking.

Vote: Unanimous in favour.

5. To recommend to Operations Committee that additional 2 hour stay bays be marked out in Hill Road car park.

Vote: Unanimous in favour

06/19

Action Items

1. **Review of Standing Orders** – SVP

To agree a working group to review and propose any amendments to the WPC Standing Orders for the next meeting.

Resolved: That the Chairman and Vice-Chairman of the Council and all Chairs of Committees meet up to review the Standing Orders. SvP will lead the review on this.

2. **Grant Making Policy** – SVP

There were a few minor changes made.

RECOMMENDATION TO COUNCIL: To agree the Grant Making Policy and Grant application form.

3. **WPC Strategic Plan** – SVP

As no update had been issued it was agreed to defer this to the next meeting.

4. **Mobile Banks**

There was a brief discussion on whether WPC should pursue securing mobile banking services for Watlington.

RECOMMENDATION TO THE OPERATIONS COMMITTEE: That the committee find out more information on what type of services they would offer that the Co-op does not. That they find out more specific information and bring a motion to Council on this.

5. **Emergency Plan**

To review WPC's Emergency Plan as drafted by Operations Committee.

SvP said that this needs to be a plan, not just a list of contact details and that there is a good

template on the Government website as recommended by OCC. RS said he would draft this. KT said she would be happy to help him with this.

07/19

Upcoming Events

8 March	International Women's Day
22 March – 23 April	Great British Spring Clean
26 March	Publication of Notice of Election & Nominations Open
3 April	Deadline for receipt of nomination papers
21 April	Easter Sunday
23 April	St George's Day
2 May	Polling Day

SvP said we should be encouraging people to stand for Council in the elections. It was thought we should be meeting people to talk about this. It was thought that the Saturday before the 26th March would be a good time to speak to people about standing. TW asked if there was a withdrawal time for a nomination paper. The Clerk will find out.

SvP said that there will not be a WBA event in Watlington for St George's Day because it falls within the Easter Holidays.

The St George Flag will be put up on the Town Hall on the 23rd April.

08/19

Consultations

Heathrow Airspace and Future Operations Consultation (deadline 4 March)

Consultation documents can be downloaded from <https://afo.heathrowconsultation.com/>

RECOMMENDATION TO COUNCIL: That WPC do not put in a response to this consultation.

09/19

Correspondence

Sue Roberts – Campaign to Save Oxfordshire – Asking us to respond to the SODC Local Plan Consultation – This was noted.

Watlington Business Association – Oxfordshire Art Week grant request

There was discussion on this and the items they are requesting funding for. It was noted that the signs and bunting can all be used again for future years. The total cost of these is in the region of £680.00in as a start-up cost for promotional materials.

RECOMMENDATION TO COUNCIL: That WPC awards £250 towards the Art Weeks promotional material.

The Clerk said she had informally contacted Steve Harrod who would look favourably on a grant from his County Councillors fund if WBA put in an application.

South Oxfordshire District Council – response to WPC letter regarding suggested declaration of an AQMA for the M40.

The response was noted, and it was agreed that no further action be taken on this at present.

10/19

Confidential Item: EXCLUSION OF THE PUBLIC for Items 11 and 12

Resolved: *That in the view that this item may lead to future contracts with the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw for the next item.*

Under Section 100(A)(4) of the Local Government Act 1972 as defined in Paragraphs 7,8 and 9 of Part I of Schedule 12A to the Act.

11/19

Request to purchase the WPC land at Cuxham

The Committee requested more information on this before this is considered.

Resolved: That a Special Strategy Meeting be held to discuss this issue.

12/19

Land Issues arising from the Neighbourhood Plan

The Committee requested more information on this before this is considered.

Resolved: That a Special Strategy Meeting be held to discuss this issue.

SvP and the Clerk will liaise and send out a date for a Special Strategy Meeting to discuss the two items above only.

13/19	<u>Focus Items for Future Meetings</u>
	February 2019 Youth
	March 2019 Housing
	March 2019 Communications
	April 2019 Tourism & Economy

14/19 AOB
Pocket Parks – An email from Tim Horton was circulated by the Clerk regarding Government funding for the creation of pocket parks. As noted in Tim’s email, the turnaround time was extremely tight and unrealistic for WPC to submit an application, although it was thought to be a worthwhile initiative. The committee thanked Tim for bringing this to their attention and would consider pursuing a similar project in the future on a more realistic timescale.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 22.00