



# Watlington Parish Council

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## Minutes of the Meeting of the Strategy Committee held in the Community Office at 8pm on Tuesday 25th June 2019

**Present:**

**Councillors:**

Matt Reid (MR)  
Ian Hill (IH)  
Andrew McAuley (AM)  
Rob Smith (RS)  
Tim Horton (TH)  
Nick Hancock (NH)

**Officer:**

Kristina Tynan (KT)

**Members of the Public:**

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Matt Reid presided over the meeting until the election of Vice-Chair, as the Chair was not present.

- 82/19 Apologies for Absence  
Stephanie Van de Pette
- 83/19 Election of Vice-Chairman  
IH nominated AM and this was seconded by MR. RS nominated IH and this was seconded by NH. There were no other nominations. A vote was then taken: AM – 3 in favour, IH 2 in favour.  
**Resolved:** That Andrew McAuley be elected as Vice-Chairman.
- 84/19 Minutes  
Two amendments were agreed:  
**CCT** (Minute 65/19 refers) page 21, line 5, to add after % split 'of the maintenance charge'.  
**Clean Month June** (Minute 565/19 refers), page 21, to add the word 'Air' to the title before 'Month'.  
**Resolved:** With the two amendments shown above, it was agreed to approve the minutes of the Strategy Meeting held on 28<sup>th</sup> May 2019 which were received by Council on the 11<sup>th</sup> June 2019 and these were signed by the Chair of the Meeting as a correct record.
- 85/19 Matters Arising  
To receive information arising from the aforementioned minutes.  
1. **Traffic sensitive streets consultation** (Minute 78/19 refers) - This consultation has been sent to OCC  
  
2.. **Expressway Action Group** (Minute 79/19 refers– Nick Hancock and Terry Jackson were nominated to be the WPC representatives on this and the EAG has been informed of this.  
  
3. **CCT Date for briefing of Councillors on the interim group-** (Minute 65/19 refers)- This has been scheduled for 11<sup>th</sup> July at 7.30pm in the Community Office.

4. **Co-option onto Committee** (Minute 63/19 refers) – It was agreed to discuss this after we know what needs and expertise we require.

86/19 Declaration of Interests  
There were none notified.

87/19 Chair's Report  
There was no report received.

88/19 Committee Structure Review  
**WPC Committee Structure 2018-** this was attached to the agenda.

The NPAB was discussed and it was felt that it would sit better under the Strategy Committee rather than the Planning Committee. This was because the NP will now need to be reviewed, monitored and amendments may need to be made.

It was stated that the NPAB involvement with the Strategy Committee needs to be better defined. The NPAB is an advisory board only and needs to be seen to be advising the Strategy Committee on NP issues only. Actions need to be brought together in a consolidated way with the NPAB which has a wealth of knowledge regarding the detailed information of the NP

We need to look at all Committees as at present there is some overlap and we need to ensure that the appropriate committee is dealing with the right issues.

**RECOMMENDATION TO COUNCIL:** That the Neighbourhood Plan Advisory Board (NPAB) now report to the Strategy Committee.

**RECOMMENDATION TO COUNCIL:** That we review the whole of the Council's structure and take this forward with a small working group and then follow on with a review of all the Committee's Terms of References with a brief of issues to stop issues overlapping.

89/19 Review of Terms of Reference for the Strategy Committee and Committee Membership  
To be reviewed as part of the Working Group who will look at Council Structures, when it has been set up.

#### **Membership of Strategy Committee**

**RECOMMENDATION TO COUNCIL:** That Terry Jackson becomes a member of the Strategy Committee.

90/19 Communications Action Plan  
At the last meeting it was agreed that this needed an overhaul – **MR and IH to update this document and bring it back to the next meeting.**

91/19 Neighbourhood Plan Implementation Plan –Items for consideration by the Strategy Committee from the NPAB  
1. **The Watlington Neighbourhood Development Plan (WNDP) was adopted by SODC on 23<sup>rd</sup> August last year. It has full legal status as part of the SODC Development Plan.**  
This was noted.

#### **2. It now forms the core of the Parish Council's Strategic Plan.**

It was stated that the NP is not the only strategic item in the Strategic Action Plan. There are other actions such as the CCT, Chalk Pits, Dog Fouling, Environmental issues etc that have no connection with the NP. AM said we need to combine the policies in the NP with the Council's Strategic Plan to ensure that we have one consolidated Strategic Plan and how they are delivered should be the responsibility of the Strategy Committee in conjunction with advice from NPAB.

**3. The success of the implementation of the WNDP relies on three processes: identifying, prioritising and sequencing objectives.**

To ask the NPAB for a timeline for these if possible. NH stated that we live in a world of imponderables and will need to identify things within current constraints and focus on what we can actually deliver. AM said that we need to have priorities and timescales where possible to stop anything drifting and these may need to change depending on factors such as when will the Edge Road be delivered and any changes to the SODC Local Plan thereby preparing ourselves to deliver when the time is right. We also need to recognise what we can control and deliver and what we cannot. AM said we should also lobby SODC to give us a better idea of where things are with the Local Plan.

**4. The NPAB proposes a joint workshop with the Strategy Committee in order to help draw up an Implementation Plan which has realistic goals which are achievable within the time and resources available.**

It was agreed to hold a joint workshop. It was also noted that we need to hold OCC and SODC to account and ask how they enable this work. Does SODC have a process and how do they engage with communities with a made NP. It was noted that there will be a Neighbourhood Plan Forum set up (This was being set in place before the May Elections) and this would be the perfect forum to hold SODC to account.

This was voted on: 4 in favour, 2 abstentions

**Resolved:** That we set up a 3-hour workshop with the NPAB. There will need to be a very clear process for the workshop to bring both the Strategic Plan and the NPAB Plan into one document. It was agreed that this takes place at the end of July/beginning of August. To ask the NPAB to look at proposing suitable dates for this.

**5. There is also a need to put arrangements in place to monitor and review the WNDP. The first monitoring report will be due in August/September this year and the formal review (which was specified by the Examiner of the WNDP) will be in August/September 2020.** We should encourage this being done and would want more people involved in this.

It was stated that points 3-5 should be considered to be within our Strategic Plan.

- 92/19 Strategic Plan  
To receive updated strategic plan. To agree priority order and to allocate an owner for each project.  
**Deferred**
- 93/19 Review of Standing Orders  
**Standing Order Draft 2019/2020** – this was attached to the agenda.  
It was noted that there were a couple of minor changes only.  
**RECOMMENDATION TO COUNCIL:** That Council agrees the reviewed Standing Orders for 2019/20.
- 94/19 Authoring motions guidance – Matt Reid  
MR asked that this item now be removed from the agenda.
- 95/19 Fibre to the Premises (FTTP)- Survey of Interest – Report from the meeting held on the 19<sup>th</sup> June 2019.  
It was noted that this meeting was not held.
- 96/19 Draft Report to WPC and OCC -Draft Report for Approval – Roads and Traffic in the Outreach Settlements in Watlington Parish (Drafted by Peter Richardson) – This was attached to the agenda.  
There was much discussion on this. AM said that he is quite aware of the strength of feeling in our outreach areas on traffic issues.

OCC and this would supersede some of the items raised.

It was noted that Council have previously agreed to not pursue this at the present time and that OCC would not have the staff to deal with the information.

**Resolved:** To refer this issue to the Operations Committee.

**RECOMMENDATION TO OPERATIONS COMMITTEE:** To investigate the feasibility and cost of automated signs in the parish.

97/19 Upcoming Events

7<sup>th</sup> July 2019 – RHS Day

It was agreed to remove this item from future agendas.

98/19 Consultations

There were none to discuss.

99/19 Correspondence

1. **Campaign against Climate Change** – inviting councillors to join the basecamp group to share ideas with other councils. Link: <https://3.basecamp.com/4185879/join/n9tTKkws8hgx> - Noted.

2. **Dept for Transport** – Ox-Cam Expressway – reply to our letter to them - Noted.

3. **OCC** – Edge Road Options - Email from Gavin Belcher

AM said that he has drafted a letter to Steve Harrod asking that he arranges a meeting with WPC and OCC Highways to discuss this issue. He has also asked if Jason Sherwood could attend.

It was noted that there was a meeting with Emma Bowerman, SODC Planning, last Thursday and she stated that there is no planning reason why she could turn down an application based on a new inductive edge road. However, she personally favours the original specification and will make her views known to OCC. Our County Councillor is aware of the strength of feeling on this issue.

TH referred to the 'Stokes v Cambridge' decision and said he would email this document to the Clerk for circulation and asked Members to read this.

4. **Giga-Clear** – Requesting a meeting. As the FTTP meeting did not happen, KT will speak to SvP regarding this.

100/19 Any Other Business

Items to be notified to the Clerk in advance of the meeting.

101/19 Items for future meeting:

Community Resilience Plan – Rob Smith – Sept 2019

Co-option onto Committee – At an appropriate time.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10PM**