



## Minutes of the Strategy Meeting held in the Parish Office At 8pm on Tuesday 28<sup>th</sup> May 2019

**Present:**

**Councillors:**

Stephanie Van de Pette (SvP)  
Matt Reid (MR)  
Ian Hill (IH)  
Rob Smith (RS)  
Tim Horton (TH)

**Officer:**

Kristina Tynan (KT)

**Representative from NPAB:**

Gill Bindoff

**Members of the Public:**

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Steph Van de Pette presided over the meeting until Election of Chairman.

60/19 Election of Chairman

Ian Hill nominated Steph Van de Pette and Matt Reid seconded. There were no other nominations.

**Resolved:** That Steph Van de Pette be elected unanimously.

61/19 Apologies for Absence

Andrew McAuley, Nick Hancock

62/19 Election of Vice-Chairman

It was agreed to defer this to the next meeting.

63/19 Co-option onto Committee

It was noted that the NPAB and Planning Committee have stated that the NPAB should report to Strategy and not Planning. SvP said it is proposed that we assign items on the Strategic Plan to specific people. As the NPAB will report directly into this committee they will be very closely involved with the Strategic Plan and they would be welcome to speak on specific items at Strategy meetings.

After discussion it was agreed to not co-opt anyone onto Strategy at present whilst we see what needs and expertise we will need.

64/19 Minutes to be agreed and signed as a correct record

**Resolved:** It was agreed to approve the minutes of the Strategy Meeting held on 23<sup>rd</sup> April 2019 which were received by Council on the 7<sup>th</sup> May 2019 and these were signed by the Chair as a correct record.

65/19 Matters Arising

**Open Gardens** (Minute 42/19 refers) – This was a great success and Watlington in Bloom were congratulated on this.

**PCSO Report on Speedwatch for the Watlington Times** (Minute 44/19 refers) -KT will speak to our PCSO about doing this.

**Charlotte Coxe Trust** (Minute 44/19 refers) – IH gave an update on this: Greg Stacey at OCC has confirmed that all the lease agreements have now been completed. The transfer of the freehold of the building to the Parish Council is in progress, but still has a few procedural hurdles to negotiate including obtaining the approval of the Charity Commission. OCC will inform us when this is given but there is no timescale. Areas have been assessed to inform the %age split in the new lease for the library that will be put in place between the Parish Council and the County Council when the transfer takes place.

It was thought that this was very promising, and a meeting will take place very soon of the CCT Interim Group. IH will arrange a date. This will also give the chance to give a briefing to new members on this group. IH will also contact our Solicitor.

**Transfer of Youth Fund to WPC** – This is nearly completed.

**Annual Parish Meeting** (Minute 48/10 refers) – This was a great success and SvP especially thanked Amber Chainey for speaking on Climate Change with two other young people.

GB said that the information that we were given on Watlington NP at this meeting by our District Councillor was not correct. Peter Richardson has had this clarified by Planning at SODC in a personal request that he sent.

It was agreed that the Clerk contact Planning to get this information officially.

There should then be a piece in the Watlington Times.

**Clean Month June** (Minute 50/19 refers)

There has been a meeting with David Dickie who runs a group in Henley. SvP, IH, TJ and MR were present. SvP said it was a very informative meeting and he is willing to lend us a particle monitor so we can do our own monitoring of air quality.

MR said he would arrange a meeting with the Primary School for IH and SvP to attend to see what the Primary School children could do in Cleaner Month.

66/19 Declaration of Interests

There were no declarations of interest notified.

67/19 Chair's Report

All issues are covered on the agenda items. SvP said what a fantastic success was Artweeks and it gave such a buzz to the town. MR will write congratulating the organisers of Art Weeks Watlington.

68/19 Review of Terms of Reference for the Strategy Committee

The Terms of Reference was reviewed.

**RECOMMENDATION TO COUNCIL:** That the reviewed Terms of Reference be accepted.

69/19 Communications Action Plan

The updated action plan was received.

**Item 1** - MR said he will adding an agenda item to the Finance meeting to discuss having

WPC Councillor emails which will carry a cost. However, when a Councillor leaves their email account would revert to WPC which will include all the sent and received emails during their time as a Councillor.

It was agreed that having the WPC stand at the Town Hall is a good way of communicating with our residents. It was agreed to have them in July, Sept, October and November. It was agreed to have them on the second Saturday after Full Council. The Clerk will send out the relevant dates.

It was noted that the Communication Action Plan needs a bit of an overhaul.

#### 70/19 Strategic Plan

To receive updated strategic plan. To agree priority order and to allocate an owner for each project.

GB stated that the NP is the strategic plan for this Council and that the Strategic Plan is not a systematic approach to it. It needs to list what needs to be done in the next 4 years and needs much more detail, such as the time scale it can be delivered in. An analysis of progress may be for an independent group to look at.

SvP said that putting in a lead person for each issue it will be up to them to progress the issue. The Clerk will need to keep up to date with progress made so she can report to the Chair if no information is forthcoming.

**Resolved:** That at the next meeting issues will be allocated to specific people.

It was noted that NH would like to be involved with the Environment and Climate Change items.

**Edge Road Item** – The notes on this issue from the meeting with OCC on Friday 24<sup>th</sup> May had been circulated to all members in advance of the meeting.

The funding from the Growth Board was confirmed and £6M has been allocated to it. They have spent some money putting together a brief to put out to tender. The Consultants will be asked to look at various routes including using the existing roundabout on Cuxham Road. It was stated that this is a contentious route in the town, and it was noted that this was considered at an early stage of our NP and was rejected. It would also not link in very successfully with the new development. It was made very clear to OCC that this would not be a welcome option. We will need to communicate this to our residents. OCC will follow due process and they will need to come back and consult on this. However, it was noted that they need to make sure that due diligence is followed which will include assessing the feasibility of cheaper schemes such as this. We will check to see if we can have copies of the specifications, they will be giving the Consultants. It was stated that this Council need to come out very strongly against this proposal. It was also noted that if the road in our NP does go through flood zone 3.

**Resolved:** That we approach SODC for their opinion and to get information from the Environment Agency. It was agreed that this be done through the NPAB.

**Town Traffic Management** – Following the meeting with Lee Turner on Pyrton Lane and the potential 20mph speed limit in this area, Lee Turner stated that he has some extra money in the budget and seeing as a traffic order which would cost approximately the same for one area of the town as the whole town and suggested that we may wish to look at a wider ranging limit. TH said that could we endorse OCC looking at putting a 20mph for the whole town.

**RECOMMENDATION TO COUNCIL:** That we request OCC to put in a traffic order for 20mph for the whole town.

#### 71/19 Review of Standing Orders

Agreed to defer to the next meeting.

72/19 Future Requirements and Locations for Sports and Recreation – Survey on Requirements

It was noted that the NPAB are talking to all the sports providers in the town to see how they see their sport developing in future years. The provision they require will be very useful information for our NP.

73/19 Authoring motions guidance – Matt Reid  
Agreed to defer this to the next meeting.

74/19 Community and Voluntary Fair – Update by SvP  
We have received 70 nomination forms. Judging will take place by David Parkes, Tom Calnan, Matt Reid and Steph Van de Pette.

75/19 Clean Air Month  
**Outline of Planned Activities** – A note will be circulated on this.

We need to have volunteers for the stands at the Town Hall on the 8<sup>th</sup> and 15<sup>th</sup> June.

76/19 Fibre to the Premises (FTTP)- Survey of Interest

The NPAB have recommended that there is Survey of Interest in the FTTP broadband project.

It was agreed that the next step is to form a working group. Peter Richardson is keen to be involved and progress this.

77/19 Upcoming Events

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

78/19 Consultations

**Traffic sensitive streets consultation**

Visit the OCC consultation portal and read the documents supplied. The response deadline is Friday 14th June 2019. Link to documents shown below.

<https://consultations.oxfordshire.gov.uk/consult.ti/trafficsensitivestreets/consultationHome>

**Resolved:** That we respond to this Consultation stating that all streets in Watlington are traffic sensitive.

79/19 Correspondence

1. **Chris Bidgood** – Britwell Salome – Asking to set up a small group with the aim of mitigating both the speed and volume of traffic flowing through the village – **A meeting to be arranged with neighbouring parishes. MR/IH/KT to take forward.**

2. **OCC** – Community Led Highway Services -Summary of information provided to date. If any other ideas, they need to be passed to them – **We have responded to this.**

3. **Expressway Action Group** – To nominate two representatives from Watlington Parish Council. They will be expected to forward news and updates to the Parish Council and attend meetings.

**RECOMMENDATION TO COUNCIL:** To nominate two representatives.

80/19 Any Other Business

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

81/19 Items deferred to future meeting:

Terms of Reference for all Committees – June 2019

Community Resilience Plan – Rob Smith – July 2019

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