



Watlington Parish Council

Parish Clerk: Kristina Tynan

Minutes of the Meeting of the Strategy Committee Held in the Community Office at 8pm on Tuesday 25th September 2018

Present:

Councillors:

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

Co-opted Members:

Gill Bindoff (GB), Keith Jackson (KJ)

Officer:

Kristina Tynan (KT)

66/18 Apologies for absence
Rob Smith

67/18 Minutes
The following changes were agreed; Minute 59/18 the word 'Pyrton' to be put in front of 'Conservation'. Minute 62/18 the last sentence to be removed.

Resolved: That with the changes noted above, the Minutes of the Strategy Meeting held on 28th July 2018 which were received by Council on the 11th September 2018 a to be signed as a correct record.

68/18 Declaration of Interests
There were none declared.

69/18 Matters Arising
Pyrton Draft Conservation Area Appraisal (Minute 59/18 refers) GB stated that a comment was prepared and sent.

South Oxfordshire District Council (SODC) Local Plan (Minute 60/18 item 3 refers) GB said that since the last meeting there has now been a Statement by the Minister of Housing which says that All Councils in Oxfordshire can have a 3-year land supply of housing, previously had to have 5 years.

Allotment Sub-Committee Terms of Reference (Minute 60/18 item 5 refers) These were agreed by the September Full Council meeting and all allotment documents will now be sent to the Allotment Holders.

69/18 Terms of Reference Review – to receive the updated terms of reference for WPC committees. A few minor changes were agreed and SVP will put these in.

RECOMMENDATION TO COUNCIL: That the following updated Terms of Reference (ToR) be accepted by Council:

1. Strategy
2. Pavilion & Sports Field Committee (PSFC)
3. Neighbourhood Plan Advisory Board (NPAB)
4. Planning

It was noted that Operations and Finance still require updating. The committees will discuss at their next meeting.

Regarding the PSFC ToR it was noted that the Watlington Town Football Club and Watlington Cricket Club sublet the Sports Field to other organisations. It was agreed to pass this onto Nicky Smallbone to look into as Chair of PSFC it was suggested that their accounts be asked for. IH said that their argument for doing this is that the clubs do all the maintenance on the sports field.

RECOMMENDATION TO PSFC: To review the arrangements for subletting the sports field and whether this is permitted under the terms of the lease.

70/18

Strategic Plan Review – to agree the updated strategic plan

SVP suggested that each month we pick one topic from the Strategic Plan to discuss in detail and determine our aims and action items or provide a space of debate on more complex issues. A proposed timetable for topics to be discussed was agreed (as per item 78/18). Working groups are detailed in the Strategic Plan and may run concurrently.

Much discussion was had on the concept of Community Led Housing, a potential vehicle for delivering genuinely affordable housing in Watlington. TW said that Rural Exception Site housing is still an option, and this was how Windmill Piece was built. TW said it would be useful to see the notes from the meeting on the Community Led Housing that SVP, GB and TJ attended. SVP will forward these.

We need to look at what types of housing we will be getting and see what kinds of needs are unlikely to be met by the market. KJ stated that we do not quite meet the targets for affordable housing on the WNDP housing sites.

It was agreed to add Sports and Recreation as a focus topic to the Strategic Plan as we currently do not have enough provision for the size of population.

It was agreed that we should focus our efforts first on the following five issues:

1. Community Led Housing;
2. Car Parking;
3. Tourism and Economy;
4. Sports and Recreation; and
5. Youth

RECOMMENDATION TO COUNCIL: To agree the updated Strategic Plan

71/18

Action Items

6. **Registration of allotment land** – to consider registration of allotment land with Land Registry. At present the land is not registered and neither is the path at the bottom of Love Lane to the allotments. IH said we must demonstrate that it has been in our ownership by getting statement from users. There will be a cost and it was agreed to ask Finance to consider this when looking at next years budget. It was also noted that we should join The Allotment Society which has lots of

useful information on topics such as this.

RECOMMENDATION TO COUNCIL: That WPC become a member of the Allotment Society at a cost of £55 per year.

7. **Chalgrove Solar Park** – to note progress of repairs to Brook Street. IH reported that we are still awaiting OCC to do a survey of the road.
8. **Welcome pack for new residents** – to consider content and budget requirements. After much discussion it was agreed that the contents should be on the website with a paper flyer signposting people to the website or Parish Office for further information.

It was noted that the website would need added functionality, and this will be discussed by the Finance Committee as it was thought we would need in the region of £1,000. SvP and KT will discuss requirements needed.

RECOMMENDATION TO FINANCE: That £1,000 budget be allocated to the upgrade of the website.

It was also stated that we will need to know when people move in, so a flyer can be delivered. It was suggested that we talk to our local estate agents. GB said that Community First deals with how to integrate new people into the community.

9. **Wycombe AQMAs Action Plan** – to note content of plan that is relevant to Watlington. IH issues a note on some measures that we could look at. Wycombe have declared the whole length of the M40 relating to their area as an Air Quality Management Area (AQMA) and we ought to chase SODC on this and other air quality issues.

Resolved: That we write a letter to SODC requesting the consider he designation of the M40 as an AQMA. IH will draft this.

10. **Pyrton Lane** – to note progress of discussions with OCC and residents. IH said that this has moved a long way. Meetings with OCC and residents have made progress and the residents are coming up with suggestions which will be further discussed with OCC. There will be a door to door survey conducted when the plan are finalised. IH said that there was a traffic survey done this morning with Couching Street being closed. There was about 4.5 times more traffic than normal however the numbers are still relatively small.

11. **WPC representative for WBA**

SvP and MR have met with the Watlington Business Association (WBA) who suggested WPC appointing a representative to attend their monthly Executive Committee meetings.

RECOMMENDATION TO COUNCIL: That SVP is appointed to be WPC representative on the Watlington Business Association (WBA) Executive Committee.

12. **End of term party** – to consider proposal for end of term celebration.

This was discussed, and it was agreed that it was very generous that TW has offered to host it.

RECOMMENDATION TO COUNCIL: That we accept Tony Williamsons offer to host and fund this in his garden. KT will help with the invitation list.

1. **33 High Street and the Charlotte Coxe Charity** – to note progress on resolving ownership issues
MR stated that it is hoped there will be a Recommendation to Council for the 9th October.
2. **Outreach** – to note progress on traffic issues at Christmas Common.
We continue to chase OCC up for a response on materials. We will get Steve Harrod involved if no progress is made.
3. **Link with Icknield Community College School Council** – MR – to note progress on school activities.
MR has been in touch with the Chair of the School Governors. The first school meeting has not yet been convened.

73/18 Focus Item – topic to be determined under item 5. To consider aims, objectives, actions and timescales required for specific focus item.

Sufficient discussion on the Strategic Plan had been undertaken in item 70/18 so no further discussions were held under this item.

73/18 Upcoming Events
SvP has put together an events calendar of local events. This is to give an overview of what is going on in the Town. The calendar will be reviewed at each Strategy meeting to ensure plenty of preparation time for WPC involvement in events.

GB mentioned the Christmas Fair and whether we should have a stall. After discussion it was:

Resolved: That WPC book 2 stalls, side by side, one for and update on WNDP and one still to confirmed what it will promote. TJ, KJ, SvP and GB will discuss this.

74/18 Consultations

1. **NALC roundtable on rural buses** (deadline 7th Sept)
This deadline was missed so no response sent.
2. **Oxford Cambridge Expressway**
This is not a formal consultation just an SODC response. However, it was agreed to send a letter to Highways England. GB will draft this. FL asked if this committee agreed with SODC that the road should go to the West of Oxford. It was thought that this it should. It was noted that the OCC response was disappointing. There is no deadline and the draft will be brought to Full Council for agreement when ready.
3. **OCC proposed operating model** – to agree a response.
It was noted that it is very important to take time to digest the fundamental changes in the way they operate and to be mindful of what they are changing. It was noted that we need to know SODC's position is to the model. It was noted that the last page is worth reading.

Resolved: To ask Steve Harrod to brief us on this.

Due to Standing Order 3(w) and with the time being nearly 10pm it was resolved: That the meeting be allowed to continue until 10.10pm at the latest.

4. **SODC Gambling Act policy** – to agree a response
It was noted that there have been very few changes made.

Resolved: That we note this but send no response.

75/18

Correspondence

There was no correspondence that needed discussing.

76/18

Focus Items for Future Meetings - to be agreed

October 2018	Communications,
November 2018	Sports and Recreation
January 2019	Parking
February 2019	Youth
March 2019	Tourism and Economy
April 2019	Environment

Resolved: That the focus items for the next six strategy meetings be allocated as detailed above.

77/18

Any Other Business

None.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10.07PM