

**Minutes of the meeting of Warborough Parish Council
Wednesday 13th January 7.30pm
Held remotely due to Covid-19 restrictions**

Present: Cllr William Pattison (BP) Chairman
Cllr Jonnie Bradshaw (JB) Vice-Chairman
Cllr Michael Herbert (MH)
Cllr Nick Brown (NB)
Cllr Helen Brawn (HB)
Cllr Nigel Conie (NC)
Cllr Will Partridge (WP)
District Cllr Andrea Powell (AP)
County Cllr Lorraine Lindsay-Gale (LLG)
Elizabeth Lemaire (Acting Clerk/RFO) (EL)

18 Members of the public

Prior to commencing the meeting, BP made an announcement.

Following the December Parish Council meeting, the Chairman (BP) met with the Vice-Chairman (JB) & discussed future meetings, with regard to process and conduct. Following their discussion BP emailed Councillors to inform them of how he would be conducting meetings in future. Meetings will be conducted in line with Standing Orders, the public session will be as set out at the head of the agenda and once the public session is finished and the Council is in session, no further public intervention will take place, unless requested by the Council via the Chairman.

The Chairman also advised that on Monday 4th January, he received a telephone call from Councillor Herbert (MH), referring to an item 2021/9 on the January agenda. MH advised that if BP did not support the motion, he had four other Councillors who would bring a vote of "no confidence" in the Chairman and look to select a replacement Chairman. BP told MH that he had broad shoulders and thick skin and that if he thought his comments were likely to alter BP's thoughts on any item of council business he was mistaken. BP advised that he thought MH's was an attempt to either bully or intimidate the chairman of the council, and as such is a clear attempt to subvert the democratic process of Council. BP had consulted Oxfordshire Association of Local Councils and SODC Democratic Services about this matter.

The response received from OALC advised that even if there is a vote of no confidence, the outcome has no force other than embarrassment and possible division, neither of which are particularly positive or helpful. The Chairman is voted into office each year that is when someone else needs to stand so that the Councillors have a choice and can elect who they want as Chairman. A Chairman cannot be got rid of in any other way short of disqualification due to bankruptcy or a prison sentence (or death). No response had been received from Democratic Services. BP warned MH to refrain from any such action in future, whether towards the Chairman or any other Councillor or Council Officer.

BP also queried a non-declaration of interest by MH for a planning application, in Wharf Road, some months earlier and reminded Councillors of Standing Orders 3. t., 5. F., & 4. B.

2021/1 **To accept apologies and reason for absence** - None

2021/2 **Declarations of interest (existence & nature) with regards to items on the agenda**
WP reminded all Councillors to declare interests where applicable stating that it is a criminal offence not to.
AB declared an interest in item 2021/20

2021/3 **To confirm the minutes of the Meeting held on 2nd December 2020**
It was resolved with 5 in favour and 2 abstentions to approve the minutes of the meeting held on Wednesday 2nd December 2020 and BP signed the minutes as a true record.
HB requested clarification that the parameters set would not affect CIL discussions.

2021/4 **District Councillors Report** (received electronically)
Councillors received the District Councillors' report in advance of the meeting.
Further to the written report, AP raised the following additional points:
A new winter support grant scheme is in place for people to receive food and fuel vouchers through CAB. There is £76k available across the district until the end of March, details available on the SODC website.
Action: NC to post on community email, HB to include in Parish magazine notes.
The Table Tennis Association is offering free outdoor concrete table tennis tables. **Action:** AP to forward information to JB.
The Honours Committee is calling for nominations for members of the community who have helped during the Covid pandemic for the Queen's Honours list.
There will be a mixture of approaches for calling people for the Covid vaccine, the Community Hub at SODC is phoning people and sending letters. Surgeries are sending texts. The Kassam Stadium is likely to be a mass vaccination centre.

2021/5 **County Councillors Report** (received electronically)
Councillors received the County Councillors' report and an update in advance of the meeting.
The reports listed centres providing vaccinations.
The Bus service between Abingdon and Didcot is being upgraded.
Oxfordshire has received a £3m grant to help prevent sewers flooding and to protect the river quality.

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Thames Water is being targeted for polluting the River Thames and the Windrush. With the Schools closed again, OCC has received a flood of claims from parents that they are keyworkers, and their children need to go to School prompting the need for a large PR explanation on the guidelines. Household Waste and Recycling Centres remain open, Museums and History Centres are closed. A few libraries remain open operating a click and collect service and appointments to use IT facilities. Weddings and Ceremonies are only allowed in exceptional circumstances. There was extensive flooding over the Christmas holidays and the Fire Service has been helping the families affected by this. The Wallingford Road pavement has been cleared. A letter of complaint was sent to the Primary School, this is going through the process of being followed up with OCC Senior Management. LLG will grant £1k from her Councillors Priority Fund to Warborough Parish Council towards the refurbishment of the village pump housing. **Action:** WP to complete the online application for the funds. JB raised concern that people are not being very well served by the Education System and asked that the Board of Examination looks at why people are so desperate to get their children back to School and looks into providing online education. LLG stated that there is a hierarchy of need and the National Health gets the first opportunity.

2021/6

Planning (NC)

P20/S4742/HH Nut Tree Cottage, 31 The Green South, Warborough, OX10 7DR

It was felt that this application will not affect the neighbours.

It was resolved unanimously in favour to support the application.

2021/7

Representation from the Public sent electronically for items not on the Agenda (limited to 15 minutes)

Keith Landells addressed the Chairman asking how residents can help progress the installation of a new SID now that OCC Jon Beale has confirmed a location.

Jamie addressed the Chairman about signage along the Wallingford Road saying that the sign should be at the top of the village as you enter and suggested that white painted gates are installed with "Please Drive Carefully" and "30mph" signs, and dragons teeth be painted on the road to make drivers aware that they are entering a residential area.

OCC Jon Beale recommends that a traffic survey be undertaken, however traffic counts have already been held which highlight Wallingford Road as top priority. **Action:** WPC to contact Jon Beale re organising a traffic survey.

Richard Pullen addressed the Chairman saying that he was disappointed that he felt the need to speak. He was happy to see a proposal to create a Capital Project Working Group on the agenda and requested that WPC supports this proposal, but disappointed to have received no communication from the Chairman in response to his last letter. He will be seeking support from the village to have the recent Capital Projects survey nullified and felt that the Parish Council has failed to respond to the Parish's concerns.

Laurie Kosobucki addressed the Chairman:

"Happy new year

I hope all of you had a chance to read my note following last month's meeting. I was disappointed not to be able to respond at the time, and after months of abstention, I feel it appropriate to speak up again.

As chair of the Warborough & Shillingford Neighbourhood Plan, I wanted to remind everyone why there is such an interest in the CIL capital expenditure projects reflected in letters and attendance at these meetings.

Many of you will remember that the kernel of the W&S neighbourhood plan documentation was a thin document - Some of you may have even read it - called the neighbourhood plan..

it outlines our very own planning policies and projects priorities.

I will not regale you again with the details of the process again, but sufficient to say that there is no shortcut to a credible consultation. Because of that village effort, we have a robust statement reflecting the wishes of the community.

Best practise is to use these painstakingly arrived at priorities to direct CIL spending.

Whilst we accept that some priorities may have changed and led the Parish Council to embark on another consultation, if we are to respect the wishes of the parish on projects, we are obliged to ensure that this new process is proportionate, fair and rigorous. Many, myself included, have set out detailed reasons why what has been done to date does not meet these requirements. Nothing stated so far has allayed these fears. The passage of time does not improve the quality of the data. It is not a fine wine. I encourage councillors to make a course correction and accept help being offered by villagers, as I hope will be articulated in the motion in tonight's agenda.

Finally, I recognise that the chair has a challenging job on the zoom format with so many attendees. Last month, 2 participants who indicated they wished [to speak] were overlooked. Perhaps the councillors and the clerk can divide and conquer to flag requests to the chair to ensure that your parishioners have an opportunity to contribute?"

Bill Oscroft reported that the SIDs are having an effect on the speed of traffic. The SID at Hartley Road has not been providing readings and problems with the apps have been reported to the manufacturer. Bill has received further training on the new FixMyStreet Superuser role's system.

Clare Lennon addressed the Chairman expressing appreciation for all the hard work (especially WP) in getting a SID for Thame Road - the post is in position. Residents that Clare has spoken to are unanimously in support of the SID.

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Item 2021/9 on the agenda was brought forward.

2021/8

Working Group Reports

Communications – HB

HB reported that a cloud storage system has not been set up. A move to O365 would provide a more user-friendly email system as well as access to Sharepoint and Onedrive, and the whole Microsoft package. The cost of this would be £9.40 per month per user.

Action: NB to investigate if there is a local government discount available.

February agenda to include a proposal including costs.

Infrastructure & Environment – NB/WP/NC

A report was circulated electronically to Councillors in advance of the meeting:

Traffic Management

1. Speed Management in the north of the village

A previous Parish Council Meeting, responding to comments from villagers and input from the speed surveys conducted by parishioners, identified a requirement for a SID in the north of the village. OCC traffic management team has recommended a location and a suitable pole has been installed. This has generated a letter of complaint from a household adjacent to the site. Councillor Partridge has acted sensitively to meet and discuss the basis for the location and considered options proposed, but no viable alternative exists to meet OCC recommendation. As a result a letter of complaint has been received by the PC.

Nigel Conie has commented previously as follows:

I'm sure you know this but hopefully worth repeating. The site was not chosen at random. I had a site meeting with Jon Beale and we discussed various alternatives. Any to the north of this site were discounted because the long bend doesn't allow long enough sight lines and if we moved north of the bend to the village boundary then the SID would be picking up traffic before it entered the 30mph zone. This would be not only pointless but also is judged ineffective when trying to get drivers to slow down. If we moved the site to the south, closer to the existing sign, then this is too far into the village to prevent speeding where it is most needs to be deterred, namely at those points where pedestrians have to cross and re-cross the road because of lack of pavement

Actions to approve at the January PC Meeting:

- (i) PC to write in response to the letter from householders re-iterating
- Traffic management is a key concern for the village
 - We follow OCC recommendations when considering sites, as they have the expertise
 - A solar powered device is installed for environmental and cost considerations
 - Further escalation should be to OCC

It should be noted that although the letter of complaint is dated 3rd December, it was not distributed to Councillors until 17th December. The response should include an apology for the delay in responding, due to the holiday period.

2. Speed Management to the South of the village – Wallingford Road

Local residents along Wallingford Road have been concerned about increasing speed and traffic volumes on the route from the roundabout to Shillingford Bridge for some time. Councillors have looked into options but do not have the requisite expertise to recommend a practical solution that met residents' needs. The Council recommended that residents interact directly with OCC traffic management and have done so proactively. This has generated a recommendation for the site of a SID and a traffic monitoring device to be provided.

Actions to approve at the January PC Meeting:

- (i) The Infrastructure Team recommends that local residents continue to work with OCC on the location of a SID (noting that previous traffic monitoring identified most speeding from the roundabout to the bridge, not the other way round).
- (ii) The Team then recommends that a SID is then purchased by the PC, following agreement by OCC for location.
- (iii) The Team further recommends that the PC funds a traffic volume monitoring device to a total cost of no more than £200 (in line with costs previously indicated by OCC).

3. Letter of concern – School Parking in Thame Road

A letter has been received drawing the PC's attention to child safety risks due to parking by the school and the routing of coaches through the area and higher traffic volume along the Thame Road.

Actions to approve at the January PC Meeting:

- (i) The Infrastructure team recommends that these concerns are passed to the traffic team at OCC who are best placed to make recommendations to mitigate risk.

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Damage to the conservation area

1. Rod Eyot

Increased damage to the green area on the Rod Eyot has been noted, caused by vehicular access.

Actions to approve at the January PC Meeting:

- (i) The Infrastructure Team recommends the installation of two "keep of the grass" signs.
- (ii) WP has proposed relevant text content
- (iii) WP to work with MH to arrange laminated signs
- (iv) WP to install signs and monitor compliance
- (v) Team suggests a polite letter to be sent to households adjacent to the Rod Eyot to provide context for the decision

2. Green South between "do not park" sign and playground

Increased use of the playground has encouraged parking along the side of the Green and is causing erosion.

Actions to approve at the January PC Meeting:

- (i) WP to arrange installation of a temporary "tape and pin" parking deterrent, particularly while the weather is contributing to erosion
- (ii) Monitor for success
- (iii) Be aware and monitor potential for similar erosion on the north edge of Green caused by similar parking

Other Works

1. Permissive signs on Jubilee Walk

WP has walked the paths, reviewed each sign in situ, identified that the posts are all in good order (and confirmed the requirement for only one replacement post). New signs can be ready to be installed when the frames arrive. This work has been previously approved and is for information only, to be completed when weather allows.

2. Pump at Rod Eyot

WP has sought quotes for the restoration work. Only one viable supplier has been identified, at a cost of circa £2,500.

Action to approve at the January PC Meeting:

- (i) Apply for potential contribution from Lorraine's budget as identified at last Meeting
- (ii) Agree any balance to be met from PC resources – identify budget area

3. Replacement oak tree at former Cricketer's pub

This item has been discussed previously and the requirement to replace acknowledged. A quote for £450 has been received some time ago from Sylva Trees, but has not been progressed.

Actions to approve at the January PC Meeting:

- (i) Place order for new tree, prior to end of winter

4. Other Tree works

WP confirmed that approval for the broader tree maintenance schedule in the conservation area had been approved by SODC and work would commence at the end of January. For information only."

ENDS

A new tree at the former Cricketers pub has previously been agreed, this is to be progressed. WP will do his best to ensure that no cars are present on the day of the tree works.

Recreation & The Green – JB

Action: JB to erect signage informing that access to outdoor Gym equipment is prohibited due to Covid.

- **Rod Eyot – vehicles on grass – WP**

MH pointed out that Rod Eyot is registered as a village green and as such, parked vehicles can be instructed to be removed.

There is talk of a footpath being installed across Rod Eyot.

WP reported that there are tyre marks on Rod Eyot. The crocuses and daffodils are about to come out and the area should not be allowed to turn into a car park and subjected to erosion. WPC should send polite letter of request to residents for them to not park on Rod Eyot. Signs to be erected stating

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"Conservation area, parking prohibited."

WP requested 3 quotes for the refurbishment of the pump housing. One company failed to respond, a second declined to quote and the third quoted £2,250. The works to include a coat of preservative for all timbers, posts, lead flashing, removal of gravel and weeds, provision of underlay and new gravel. £1k to be funded by LLG's Councillor Priority fund grant and £1,250 to be funded by WPC.

WP made the proposal: **"that WPC agrees to renovate the village pump housing for a sum not exceeding £2,250, authorises WP to instruct the company that provided the quotation to go ahead and to submit the online grant request to the OCC Councillor Priority fund by 31st January 2021."** MH seconded the proposal.

It was resolved unanimously to approve the proposal.

- **The Green – vehicles on grass** – WP

There are areas now with lying water due to vehicles parking. The car park gets full and parking is becoming a serious problem. **Action:** MH and WP to arrange taping off areas where vehicles park.

- **Pavilion guttering** – WP

The guttering on the Pavilion has come away and needs reattaching. **Action:** BP to repair.

Greet Hall – MH

NALC/OALC advice is that village halls can be used as vaccination centres, for healthcare and counselling, but cannot be used for exercise classes, indoor bowls or usual bookings.

Action: Clare Lennon to remind regular users to return their risk assessments.

The VOA request for information is to be responded to.

Meter readings – WP to read meters. Castle Water to be chased to replace the broken meter.

Events – HB

Nothing to report.

2021/9

Proposal: The Council agrees to set up a Group to take forward the Capital Projects and advise the Council. The Group to comprise 2 Councillors and 2 other villagers

BP proposed an amendment to the proposal that rather than it be made up of 2 Councillors and 2 non-Councillors, the Working Group consist of the members of the Infrastructure and Environment Team. This being to keep the dealing of the matter within Council as that is what Councillors are elected for. JB expressed an interested in being on the Working Group and WP expressed reluctance to be on the Working Group if it is made up solely of Councillors.

NB highlighted that there is a lot of concern within the village on how the CIL money is spent and stated the importance of transparency. The Working Group would not make decisions, it would recommend to the Full Council for decision.

MH requested that it be decided if the matter is dealt with by a working group or by a Council Committee which would require meetings to be advertised, minutes and open to members of the public. HB would be comfortable for the members of the Infrastructure and Environment Team (WP, NC and NB) to form the group.

NALC advises to increase transparency.

MH proposed a further amendment to the proposal that a Sub-Committee with Terms of Reference be formed.

BP withdrew his proposed amendment and proposed that:

"The Council agrees to set up a Group to take forward the Capital Projects and advise the Council. The Group to comprise 3 Councillors" JB seconded the proposal.

It was resolved with 6 in favour and 1 abstention to approve the amended proposal.

A new proposal was proposed:

"That this Council agrees to set up a Sub-Committee for Capital Projects and spending of CIL money comprising of 3 Councillors"

It was resolved with 6 in favour and 1 abstention to approve the proposal.

WP advised that he wished to step aside and let JB take his position on the Sub-Committee.

Action: BP to provide draft Terms of Reference.

2021/10

Survey results re Capital Projects & CIL (JB)

Create a timetable to: Analyse numbers interpret results Evaluate re-evaluate incorporate decision

This will take place now that item 2021/9 has been agreed. The survey results will be discussed by the sub-committee.

2021/11

Internal Audit

No update – To be arranged with Liz Cooper.

2021/12

Parish Noticeboards (JB)

The fourth notice board will arrive in the next few weeks and location for its siting is to be determined. The easy option would be to position it a little further around the corner on the grass. Otherwise, SEB needs to be contacted to advise on location of underground cables. BP will await arrival of the notice board and determine fixings required. BP is in possession of the keys to the notice boards.

2021/13

Traffic Management / SID's (WP)

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Siting of SID4 – to consider objection received to the siting in Upper Thame Road

Three years ago, WPC identified speeding as an issue on the Shillingford Road and Wallingford Road and asked volunteers to monitor the speeding. Traffic was monitored in the parish for three years in partnership with Thames Valley Police using the portable Speedwatch equipment. Information was recorded and offenders received a letter from TVP. As a result, the village now has SIDs and they attract 85% compliance.

Two parishioners have given money to WPC for the purchase of 2 SIDs, one for Thame Road and one for Wallingford Road. NC is the Councillor liaising with OCC Highways.

WP reported that prior to the December meeting, he had held conversations with residents of Thame Road. He apologised for not having represented their views at the December meeting.

NC gave explanation for why the Thame Road site had been chosen – the bend limits the sight lines, if the SID were positioned beyond the bend, it would pick up vehicles before they enter the 30mph limit. If the SID were positioned by the layby, it would be affected by people coming and going into the parking area. Following investigation by OCC Jon Beale, the position where the pole has been erected is the only place that OCC Highways will sanction the siting of the SID. Due to BREXIT, the SID which is arriving via haulier from France, will not arrive until Spring. Trees not belonging to the Parish Council need to be cut back to prevent shading of the solar powered SID.

NB advised that traffic experts and OCC Jon Beale are advising on the siting of the Wallingford Road SID and need to ensure the device is located in the right direction, from the roundabout to the bridge.

BP requested that Wallingford Road residents take up communications outside of meeting with NB to discuss how to progress. Jamie and Keith were asked to email NB.

2021/14 Land & Property Review (BP)

Middle Barn Farm Lease BP

Update on Ditch - BP&MH

No update due to lockdown.

Next Agenda: Both Farm and Barn to be dealt with by MH.

2021/15 Signage for Permissive Paths (MH)

Update on purchase of signs

Signs have been ordered. BP has posts. The ground is too wet to put the new signs in place at the moment.

2021/16 Skip at the Allotments (WP)

No response from Grundon.

2021/17 RFO Report

Authorisation of Payments

The bank payments due to be paid on 7th January were cancelled and re-set for Friday 15th January.

It was resolved with 6 in favour to authorise the bank payments.

Action: HMRC to be contacted re request for payment of underpayments.

Supplier	Description of Goods	Value	Chq No	Code
Gigaclear	Greet Hall broadband January 2021	41.30	DD	4320
OPUS Energy	Pavilion electricity 5Nov-4Dec	10.11	DD	6055
Castle Water	Pavilion water 1Aug20 - 31Jan21	176.00	BACS	6050
DuoCall	Mobile November 2020	24.37	DD	4320
ColourpluS	Parish mag insert	82.66	BACS	4395
Green Magic	Permissive path signs	51.96	BACS	6075
LexisNexis	Arnold Baker 12 edition	119.99	BACS	4350
Toby Pejkoivic	Notice boards refurb	450.00	BACS	6075
Room Service	NOV & DEC Greet Hall cleaning	288.00	BACS	5070
J Bradshaw	Survey Monkey update	19.00	BACS	4395
B Pattison	Currys washing machine	199.00	BACS	

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Clerk	Reimbursement for TP link adaptor, Amazon	8.91	BACS xxx	4320
	December salary	xxx		4110
HMRC	December PAYE	0.00	BACS	4120

Total **2060.05**

2021/18 **To consider request from Lendrums Amusements to hold a Fun Fair on The Green Sunday 2nd – Sunday 9th May 2021**

It was resolved unanimously in favour of approving the request subject to Government COVID guidelines in place at the time. **Action:** Respond to Lendrums Amusements.

2021/19 **To consider request from SOHA regarding the refurbishment of the memorial bench at St Lawrence House**

It was resolved in favour of requesting that the bench be returned to its original position. **Action:** Respond to SOHA.

2021/20 **To consider request from Warborough and Shillingford WI to support a village project to enhance the community by improving the appearance of the Henley Road bus stop**

It was resolved in favour of supporting the WI in this project on the condition that it does not become a Parish Council obligation. **Action:** Respond to the Warborough and Shillingford WI.

2021/21 **To consider immediate action to prevent further erosion on the Green South**

There is inconsiderate parking and the damage increases when people see there are already tyre marks. **Action:** WP to draft letter to Countrywide Caring reminding that it is against the law to park on the green. JB informed that there are areas of the green that have been so worn away that the grass does not grow back. The purchase and installation of bollards to be considered.

2021/22 **To consider quotes for the refurbishment of the water pump at the Rod Eyot**

See item 2021/8.

2021/23 **Correspondence for further discussion if not covered under other Agenda items**

1. Susan Toland-Brown – safety along Thame Road especially during school drop off	Noted
2. Annabel Miller - Objection to the addition of a SID on the boundary of Court House on the North side of the village and complaint that this objection has been ignored	Noted
3. Clare Lennon – The Parish Council would benefit from accepting the offer of assistance from willing villagers with assessing the options for spending CIL funds	Noted
4. Liz Eaton – letter to the Chairman expressing dismay during the December meeting	Noted
5. Laurie Kosobucki – letter to the Chairman expressing dismay during the December meeting and request that councillors carefully consider the merits of working with unbiased volunteers when taking next steps on spending CIL funds	Noted
6. Bill Ocroft - suggestion that the PC needs to make enquiries as soon as possible to avoid Gigaclear being the only FTTP provider if nothing is already active in this area of FTTC provision in Warborough.	JB to discuss with BO
7. Bill Ocroft – Link to www.co-operate.coop.co.uk for useful information for community groups	NC seen
8. Valuation Office Agency – request for rent, lease or ownership details of The Greet Hall	Respond by 17JAN21 MH
9. Keith Landells – letter to the Chairman expressing dissatisfaction with the discussion with the discussion of the CIL survey and letter of complaint during the December meeting	Noted
10. SODC Planning – notification of withdrawal of application number P20/S2214/O Quaker House, 32 Thame Road	Noted
11. Laurie Kosobucki – on behalf of Brigadier Brian Harding, request that the PC arranges repairs to the turf at the Wharf following OCC attending with heavy equipment to unblock the drains	Action: MH to contact OCC copy to LLG
12. Oxfordshire South & Vale Citizens Advice – request for 2020-21. 2019-20 estimated cost of service for the parish was £792. (Grant last paid June 2020 £150)	Next Agenda

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13. Andrew Bowes – request for photo album for RBL to use during its centenary	Action: HB to follow up
14. SODC Planning Policy - South Oxfordshire District Council adopted the South Oxfordshire Local Plan 2035 on 10 December 2020.	Noted
15. TTRO – Temporary road closure at Long Wittenham, Sires Hill and Didcot Road for carriageway resurfacing and signage improvement works 24 th – 26 th May 2021	Noted Action: HB to announce on website
16. George Parkes – Request that the village arranges a collection point for Christmas trees in light of SODC suspending brown bin and Christmas tree collections	Not PC responsibility
17. Toni Hearnden – request that Court Drive residents are kept in the loop regarding CIL spending questionnaires	Respond: Suggest looking out for agendas, ongoing matter
18. John Charlton, Communities, OCC – Notification of next Parish Transport Representative virtual meeting to be held on 23 rd February 2021 at 1.30pm	No Transport Rep

JB mentioned that SODC sent out new CIL guidance and information on green solar streets – WPC does not have an eco-rep.

Action: BP to draft response to letters of complaint. Responses to come from the Council as a whole, not a Councillor or the Chairman.

2021/24

Any other Business – to be included on future agendas

BP announced that WPC needs to look for a new clerk as EL will not be continuing in the role following this meeting.

Action: MH to send WP logo.

Richard Pullen offered to write a letter about the hedge.

The next Meeting of the Parish Council will be held on Wednesday 3rd February 2021

The meeting closed at 10pm

Elizabeth Lemaire
Acting Parish Clerk
24th January 2021