

MINUTES OF THE ANNUAL PARISH MEETING

**Held at New Beaconsfield Hall, Station Road,
Shipton under Wychwood on Thursday 23 April 2015 at 7.30 pm**

Present: Cllrs: Neil Jagger (in the Chair), Brian Young, Richard Hogan, Sarah Matthews, Jill Mavin, Brian Rigby, Bartha Pitman, County Councillor Rodney Rose, District Councillor Tom Simcox, **Parish Clerk:** Lisa Wilkinson

Members of the village: Pauline-Leslie Knightson, Diana Johnson, Gordon Gillett, James Walmsley, Kate Stacey, Mike Watson, Jenny Charlwood, Anne Matthews, Anita and Roger Hollingdale, Paul Chantry, Rosie Waterman, Janet Waumsley, Terry Wigley, Gordon and Christine Halliday, Graham Nelson.

1. **Apologies for Absence** were received from PCSO Kirstyn Tyrer, Mr Terry Wilson, Dr David Nixon.
2. **Minutes of the Annual Parish Meeting held on 29 May 2014** were approved and signed as a correct record.

3. Chairman's Report

Welcome by Cllr Jagger: Unfortunately John Little resigned as a Parish Councillor shortly after last year's election so the PC needed a replacement. Bartha Pitman stepped forward and now serves as a co-opted member. Parish Clerk Annie Champness has moved to Cornwall and Lisa Wilkinson has replaced her.

The purpose of the Annual Parish Meeting (APM) is to bring together as many people as possible. There will be short reports presented followed by the opportunity to air views and concerns so they can be addressed.

The Annual report was published 2 weeks ago and this was handed out at the meeting.

Finance is the most important thing that you entrust to the Parish Council which includes the precept. We monitor and respond to issues as we see fit on your behalf.

- The finances are in good condition so the PC is in a position to cope with any unexpected expense.
- Administration accounts for a sizeable proportion of the precept. There will be a slight rise this year whilst the new clerk settles in.
- Green Spaces – these are an important part of the village. We have contracts for grass cutting and tree maintenance. Costs have stabilised recently because of these contracts. These contracts will continue as knowing what the costs are makes us better prepared for the future. The PC has been able to absorb the 50% cut of the grass cutting grant by Oxfordshire County Council, through the precept, which has not gone up this year.
- Planning – it has been an average year in terms of activity and generally uncontentious. Some planning applications take more time than others. Each one is considered on the parishioners' behalf to ensure it is in keeping with the village. The Local plan from West Oxfordshire District Council (WODC) is waiting for approval from the Planning Inspectorate.
Milton development – this application impacts on the parishioners, the school, parking and the surgery. The PC put in a robust response to this application. The WODC planning meeting regarding this is now being held in June.
- Highways – we are constantly monitoring the roads especially as there are so many springs locally. Milton Rd has now been repaired although a wet patch has appeared. Shipton PC is joining with other PCs along the A361 Strategic Road Network to make sure it receives the same concern as other roads in the area in the Local Transport Plan.

- Looking forward – planning is under constant review. We revisit the possibility of a Neighbourhood Plan regularly and whether it is necessary in Shipton. A Local Plan gives some protection against large developments. A Neighbourhood Plan gives us some say in local developments but could cost £25,000 or more and takes a lot of time to prepare. Questions to be asked are: is a Neighbourhood Plan essential or is it a waste of time? Will Local Plans still continue after the upcoming general election? There is a possibility that Shipton could join with the other Wychwoods to develop a joint plan.
- Assets of Community Value – the Parish Council would like your views on this issue. We are looking to protect village assets such as the shop. See 15 below for explanation of Community assets.
- Quality Council Scheme – the Parish Council broadly follows 75% of this scheme already. The PC will continue to look at this. If the PC signed up to this it may mean that the PC would have more power to spend its money where it was needed.
- Speeding – several surveys have been undertaken. NAG (Neighbourhood Action Group) are actively involved in this issue and continue to monitor it.
- Thanks were given to local groups and the unsung heroes in the village. For example, Shipton Volunteers consist of 60 people whose work every month makes for a pleasant life around the village. Without the Volunteers the PC would have to spend money on these jobs. Neighbourhood Watch started again last year and the NAG is active. Warm thanks were given to all these people.

4. County Councillor's Report – Cllr. Rodney Rose

The report was distributed to the meeting. Please see attached report for the full content.

The following points were included:

- Cllr Rose has been asked to head up a group to reorganise the top management of the Council, including losing the role of the CEO.
- The support of the Parish Councils and the strength of volunteer assistance have ensured that we are working towards a positive, sustainable future for the Wychwood Library.
- This year CCllr Rose gave £825 from his Community Budget to help fund Shipton Volunteer Support with purchasing equipment and tools, the Shipton Day Centre, and the Scouts and Guides.

5. District Councillor's Report – Cllr. Tom Simcox

Please see attached report.

The following points were included:

- DCllr Simcox thanked everyone for electing him and for their patience as he learns the role.
- The draft Local Plan is looking at the next 15 years of housing development.
- The District Council's portion of the Council Tax has been frozen for the fifth year.
- The DC is keeping free parking in towns to help businesses thrive.
- The DC is rolling out High Speed Rural Broadband to almost every house in the district.
- Monthly surgeries are being held on the last Saturday of each month. The venue in April is Shipton 11.30am -12.30pm at the Wychwood Inn. These are for any concerns or issues the parishioners may have. They will be attended by 3 tiers of Local Government (Parish Council, District Council and County Council) as it is often difficult to know who the best to help with the issue is. The surgeries are being held alternately at Ascott and Shipton.

6. Report from Wychwood Surgery

The report was summarised by the clerk. Please see attached report.

The following points were included:

- Dr David Nixon has announced he will be reducing the number of sessions he works from 4.5 days to 3 days a week in July. We welcome Dr Becky Ede who will be working on Fridays for a few months to help with Dr Nixon's caseload.
- The Patient Participate Group remains very active and supportive of the practice and we welcome new members to the group.
- Two of our practice nurses have decided it is time to retire – Sue Allan and Moi Michie. We wish them all the very best with their retirement plans. They are being replaced by Mitch Pugh and Sarah Nichol.

7. Report from Rev'd Kate Stacey

Please see attached report.

The following points were included:

- This year St Mary's celebrates its 900th anniversary since the first record of its establishment in 1115. A variety of events have been planned to celebrate the occasion (see full report).
- The priority areas of the church are: strengthening our faith in God, community groups such as Mothers Union and weekly afternoon tea, reaching out to both older and younger people in the community, sharing ministry and making a difference in the world by supporting different causes and charities
- Rev'd Anne Hartley has taken a sabbatical.
- St Mary's are looking to update and improve their facilities so there is more scope for community use. They will be embarking on significant fund-raising and grant applications to support this.

8. Report from the Chair of Governors (Rev'd Kate Stacey) Wychwood CE Primary School

Please see attached report.

The following points were included:

- There are currently just less than 300 pupils on roll.
- Mrs Dee Loader joined the school in September as the new Deputy Head.
- The new learning and media zone has proved enriching to the school community.
- At the end of the school year the current head, Mrs Lindsay Daulton, will be leaving. The school are looking forward to welcoming Mr Joseph Rubba in September as the new headteacher.

9. Report from Mr Paul Chantry for Shipton under Wychwood Recreation Field and Village Hall Charity

Please see attached report.

The following points were included:

- The hall had a relatively successful year in 2014 – total income was almost the same as 2013 but within that hall hiring income was up by 8% and costs were reduced by around £3,000. So the surplus in 2014 was slightly larger than in 2013.
- The hall has reduced the cost of the regular maintenance contracts but larger repairs/refurbishments will need doing soon (e.g. washing and repair of canopy). The priority at present is the floor coverings.
- An essential element in the financial stability is the annual subsidy paid to the hall by the Parish Council. Thanks were given to the Councillors for their continued support each year.

10. Report from the Community Policing Team

Report was summarised by Councillor Neil Jagger. Kirstyn Tyrer has returned to the village as PCSO after a time when Cheryl Harrison had taken her place. A breakdown of the crime figures for the village is on the website as well as advice on how to protect yourself from unexpected callers.

11. Report from Mr Gordon Gillett for Shipton Volunteers

Please see attached report.

The following points were included:

- A total of 565 hours have been worked this year.
- The average turnout is 12 volunteers per session.
- In the past year overgrown pavements have been widened on the Village Green and the A361, Gas Lane has been cleared, the Church yard has been cleared and railings painted and paths have been resurfaced in the Wild Garden.
- There is a section on the parish website with the dates of the next monthly sessions
- Thanks for the support and assistance of the PC towards the smooth operation of the Shipton Volunteers.

12. Report from Mr James Walmsley for the Lady Reade Educational Foundation Charity

Please see attached report

The following points were included:

- In 2014 donations were received from both Shipton and Milton Parish Councils
- 10 students were given grants of £100 each. The applicants were from Leafield, Ramsden, Milton and Shipton.

13. Report from the Neighbourhood Watch

Report was summarised by Cllr Jagger. The Neighbourhood Watch scheme has been resurrected for the last year. Terry Wilson, who is running the scheme, has recruited coordinators to cover Upper High St, Simons Lane and Chapel Lane. He is still looking for coordinators for Milton Rd and adjacent roads, and Meadow Lane plus adjacent roads.

14. Report from the Neighbourhood Action Group (NAG)

Cllr Mavin reported. There are the usual problems in the village such as speeding, parking, antisocial behaviour and dog fouling. Ian Drainer and Jill Mavin are the 'NAGgers' in Shipton. The NAG has recently solved the nasty dog fouling problems and they have put up road signs. The PC paid for speeding checks on Swinbrook Road and Leafield Road. Under the Community Speedwatch initiative, NAG is waiting for a Speed box to arrive on loan from the Police on which they will be given training how to use. This initiative takes the car registration number, records it and sends it on. The driver then receives a letter making them aware that they are speeding. Community Speedwatch is a national database. 3 letters received will result in points on your driving licence.

15. Community Assets

Cllr Matthews explained about the Localism Act 2011 which attempts to give power back to communities by giving them some control over development in their area. This enables people to think about where they want

development to be and what extra facilities they may want in the form of a Neighbourhood Plan. Community Assets comes under the Localism Act. The PC identifies assets of benefit to the community; recreational, cultural or sporting, even if they are privately owned such as the shop. If these assets may be at risk of being sold with change of use then the PC can ask the District Council to put them on the register. If they then are put up for sale in the next 5 years the PC will be notified and thus the village has time to come up with a business plan if they want to save the community asset. This issue has been discussed in PC meetings and the Councillors are interested to know people's views.

16. Dog fouling

Cllr Mavin reported that any dog mess has been spray painted and it seems to have stopped the problem.

17. Other Matters for Discussion Open forum with general questions from the public.

1. Is there cost involved in registering community assets?

There is a £7 land registry charge. There is no fee for registration as this is taken on by the District Council. This opportunity didn't previously exist. The PC is reliant on the village to say yes we need to keep this asset.

Mr Watson encouraged the PC to go ahead with this process because as a community we don't recognise we have these assets and it will make us realise what we have. The meeting was reminded that the asset on sale must be for change of use or there can be no input from the village.

Many of the assets in Shipton are held under Charitable Trust such as the allotments so they are relatively safe.

2. Clarification on the Local Plan was asked for and the likely effect in 2 years regarding Shipton.

District Cllr Tom Simcox replied that if it goes through and is approved then on a practical level, there will be very little effect. The Local Plan sets out where houses are going to be. The fear of rogue planning applications will be lessened.

Cllr Rigby explained that the Local Plan will stop large developments as are being built elsewhere. The PC is monitoring the land between the school and the industrial park and on Ascott Road. The pressure on development in Shipton is minimal.

3. Are there plans for 150 houses to be built at Burford?

DCllr Simcox answered. Landowners and builders want different things from the council. There is real demand so new houses have to be built. Unless there would be significant harm to an area then applications are usually approved. From the District Council's point of view they aren't planning to build 150 houses at Burford.

The PC is not going to say it is against all development in the Shipton area. The PC will try to ensure development is in keeping with the nature of village. Windfall housing is small pockets of housing which will be required in small villages on small sites. Consideration will be given to this.

WODC run an alert system where you can put in your address and postcode and be told automatically if there are planning proposals within 500 metres of your address.

WODC have revised their planning website so with the reference number you can see the application. On Friday 24th April there is a meeting with the Planning department of the District Council to try to make the website more user-friendly. Cllr Rigby asked for any comments on this to be received by 11am.

4. What success is there with the Saturday surgeries?

DCllr Simcox answered. Last month someone made use of the surgery. Queues weren't expected! The surgeries will make the Councillors more visible and build momentum. They are being advertising in the Ascott Grapevine and Christine Halliday offered to put them in the Wychwood Magazine. County Councillor Rose offered his apologies for the previous meeting.

5. Communication:

The PC communicates with the village via the newsletter 4 times per year. The website is run by Mike Watson. The PC makes use of noticeboards, the library, the APM and the Saturday surgeries. Are there any other ways you want us to communicate with you?

6. Mrs Anne Matthews thanked everyone in the village, from those who have given reports, all the Parish Councillors, the District Councillor and the County Councillor to everyone who puts in time voluntarily. A round of applause was given in thanks.

Formal business ended at 8.50pm

Informal chat continued over refreshments.