

# **PARISH OF SHIPTON UNDER WYCHWOOD** **ANNUAL PARISH MEETING**

## **Minutes of the Annual Assembly of the Parish Meeting held at the New Beaconsfield Hall, Station Road, Shipton-under-Wychwood on Thursday 20 April 2017 at 7.30 pm**

Present: Cllrs: B. Young, B. Pitman, B. Rigby, J. Mavin, C. Arnold, R. Dyer, County Cllr R. Rose, Parish Clerk: L. Wilkinson

Members of public: P. Chantry, D. Johnson, A. Rigby, T. Cramphorn, L. Cramphorn, G. Halliday, C. Halliday, J. Murphy, R. Arnold, M. Cawley, M. Watson, C. Iley, G. Prior-Wandersforde, J. Harris

1. Apologies for Absence were received from James Walmsley, Dr David Nixon, Julie Hemming, Rev'd Kate Stacey, PCSO Wes Smith, District Cllr T. Simcox

### **2. Matters arising from Minutes of the Annual Parish Meeting held on 21 April 2016**

There were no matters arising.

### **3. Chairman's Report by Cllr Young**

This May, the Parish Council will have completed three years out of its four year term. Unfortunately Sarah Matthews left us before Christmas and Neil Jagger resigned in March, after many years as both a councillor and Chairman, to move to a new life in France. Our thanks go to both for their contribution over the years. We have now been joined by Rob Dyer as a co-opted member; however this still leaves us one short on the Council so if you wish to contribute to the welfare of the village please contact one of the Councillors or the clerk. I have now taken over as Chair with Bartha Pitman becoming Vice Chair.

Despite the pressures on both time and finance we continue to support local village organisations and charities as well as maintain the village infrastructure. We are continuing our financial support of local organisations including the library, New Beaconsfield Hall and the Wild Gardens, and have this year provided financial support to the Villager bus service. We have also improved our ability to respond to an emergency situation and are in the process of obtaining another defibrillator for public use.

Planning continues to take up a major amount of our time and occasionally proves to be contentious, however we do try to be even handed at all times and in the process achieve the most favourable outcome for the village as a whole. A classic example of our efforts relates to the proposed development behind the school. Initially we attempted to restrict the number of houses being built on the site, however it rapidly became obvious that this was an argument we would lose. As a result we accepted the situation and switched our attention to obtaining the most favourable Section 106 contribution available. At the moment the approval is only outline planning approval. When it gets to the detailed planning stage, the PC will need village input or it won't be able to influence the planners. If people have strong feelings they must contact the PC or go direct to WODC, waiting until after an application has been approved is futile.

The PC continues to work with neighbouring Wychwood Councils under the "Wychwoods Together" umbrella in an attempt to pool our resources, working practices and ideas.

Communications: this year an e-mail bulletin system has been launched which has been well received.

Green Spaces: this is a major source of expenditure. The PC has just renewed the grass cutting contract for another 3 years.

Trees: there is now no permanent contract with Treotech as the trees have been brought up to an acceptable standard. The work is now done on an ad hoc basis. The horse chestnut on the recreation ground is diseased and

needs to be felled. The limes along Church Path have been pollarded.

Transport: in July 2016 the bus subsidy from OCC was lost. The village now only has the Villager bus service. All the PCs were asked to contribute to the running of the service. Shipton agreed to give £600. The PCs are also working together to attempt to improve the train service.

Highways: the roads are in a bad state. If residents keep asking for repairs then work may be done. The PC is actively supporting NAG with the Speedwatch programme Cllr Mavin will report on this.

Financial report: the PC's actual income for 2016/17 was £49,007, an increase of £9,880 over the previous year. The expenditure increased by £10,840 or 42% over the previous year. Most of this increased expenditure was due to the Tesco allotment project at £8,051. The PC is drawing up a long term maintenance plan for the playground as it needs to be maintained to a decent standard.

#### **4. County Councillor's Report**

Cllr. Rodney Rose distributed his report.

**County Budget:** The budget for 2017/8 was set in February. Ahead of the meeting, it was announced that the Council had £1,957,000 extra, as a result of better than expected business rates collections, council tax collection fund surpluses and a higher than expected grant. The Council voted to hold £926,000 of this until the 2018/9 financial year, to deal with future pressures. The rest of the money was allocated between additional grass cutting work on highway verges (this is an area of spend that has been reduced in recent years), funding for a pilot Communities Fund, additional funding for children's social care and an increase in the Council's Flood Defence Levy.

**Unitary Local Government:** Along with South Oxfordshire and Vale of White Horse, the County Council has submitted a proposal to central government for a new single authority in Oxfordshire. Throughout the process, we have kept all other councils, including WODC, informed; there is an open invitation to join us to discuss the issues that matter to their residents. One council will be responsible for all the environmental services such as street cleaning and road maintenance. Joining up social services, housing and benefits improves support for people who need extra help. One website, one phone number, one contact for all your council services; no duplication, one council costs less to run than six, with fewer councillors and senior managers. One council saves at least £20m each year, which can be used to deliver better services and protect them from future cuts. However, I very much doubt Whitehall will look at this with very much urgency due to Brexit negotiations and the surprise General Election.

**Fix my Street:** if you notice a problem or defect on the road you can report it easily online 24 hours a day. Recently OCC has been working hard to make Fix my Street more effective with the launch of a new service. It will improve quality and consistency of public reports, as well as OCC internal processes for closing down reports, making it easier to reliably see what's going on in a given area. Members of public, who consistently give good information can be rewarded with 'trusted reporter' status, meaning OCC will fast track future reports to the contractor, resulting in quicker resolution for the resident and reduced effort for the inspectors. Added to this will be an extra 'Dragon Patcher' (as seen in Shipton some months ago), which will help speed up small repairs.

**Rail News:** As Chairman of EastWestRail Delivery Board, I was pleased to be part of the opening of the Oxford to Oxford Parkway link, with onward connection to Marylebone. I am currently working with GWR, who are working up plans to increase the size of the car park at Charlbury station. Currently, we are looking to increase parking by an extra 270 spaces.

**County Council Elections:** on May 4<sup>th</sup>, all Divisions of the County stand for election. I have represented the Wychwood Division (and more latterly Charlbury and Wychwood Division) for the last 20 years, and would like to thank all for allowing me the honour of doing this. I will be standing for re-election again on May 4<sup>th</sup>.

#### **5. District Councillor's Report**

No report was available

#### **6. Report from Wychwood Surgery**

No report was received.

#### **7. Report from James Walmsley on behalf of the PCC**

No PCC report has been received.

#### **8. Report from Wychwood CE Primary School**

A report from Mr Joseph Rubba, head teacher at Wychwood Primary School, was read out: 'We have had significant staffing changes since my last report to the Parish Council. We have had four teachers move on as well as four teaching assistants. Some of these transitions have been retirements, (for example Judith White 21 years and Ros Haine 17 years) and others have moved out of the education altogether to pursue other career paths. New staff have settled in well and we are building an effective team once more.

Last May we had a Statutory Inspection of Anglican and Methodist Schools (SIAMS). An inspector from the Diocese visited to evaluate the distinctiveness and effectiveness of the school as a church school. These inspections occur every 5 years. They look at answering three questions:

- How well does the school, through its distinctive Christian character, meet the needs of learners?
- What is the impact of collective worship on the school community?
- How effective are the leadership and management of the school as a church school?

We moved to a 'Good' rating from a 'Satisfactory' rating which reflects the hard work the governors, staff and church have been involved in and in particular Anne Finch who leads our RE curriculum.

The report highlighted-

- The new head teacher and the existing religious education (RE) co-ordinator articulate a clear understanding of how to develop the Christian distinctiveness of the school based on accurate self-evaluation.
- Spiritual, moral, social and cultural (SMSC) development is a strength because of the strong emphasis on personal reflection driven by the school's reflection monitors, cultural awareness, individual care and Christian values.
- Strong, mutually beneficial links with the local church means that collective worship is central to the life of the school, reflects Anglican traditions and practices and sets the school values within a Christian context.

'Challenges Moving Forward' is the government's 'Fairer Funding Formula' consultation which is examining how each school is allocated funds. Early indications are we will be receiving less funding which has caused us to re-examine some of the non-essential projects we have been planning for.

An ongoing issue for the school continues to be parking outside the school and the amount of traffic in and around the school. Ensuring the safety of children and families coming and leaving school is something that the governors and I are continuing to monitor. This is not helped by the fact we have been unable to recruit a crossing guard. We are also aware of the various planning proposals around the village and encourage any developer, parish councillor and resident to consider the impact on parking and traffic'.

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

Mr Paul Chantry reported. The hall had a reasonably successful year in 2016. Use of the hall by our regular users continued very much as in previous years although the use of the hall for weddings and parties was still less than we would wish. Last year I reported that Lee had set up a new venture, The Bumblefoot Rock Project, which has been going very well, thanks to his personal efforts, and is making a positive contribution to our income. The 2016 accounts are in the final stages of preparation and they will show that income from hall hiring was very close to that in 2015 but the Rock Project boosted net income by £4,000 for the year.

In 2016 we replaced the carpet in the committee room, had all the curtains dry cleaned over the Christmas break and had the main hall floor sanded, sealed and re-lined.

2017 started in a less successful way with some of our regular bookings leaving us. Lee is working hard to fill the weekday vacancies and is making good progress. Income in 2017 year to date is on target.

We have recently developed a medium term plan to forecast major expense items and cash flows over the next 10 years. This shows that we can expect the hall's finances to be satisfactory in future years in spite of significant

spend being required to keep the fabric and the contents of the hall to a high standard as the hall ages and numerous items need replacement. This is dependent on keeping hall usage and income at or near current levels and that must be our top priority.

An essential element in our financial stability is the annual subsidy paid to the hall by the Parish Council. I would like to thank the Councillors for their continued support each year.

On the subject of hall personnel, Lee Wyatt-Buchan has now been our Hall Manager for nine years. Lee's efficiency and friendly manner have been appreciated by all hall users.

The tasks of payroll, tax and book-keeping have been undertaken by Hilary Bowman since 2014 on a pro-bono basis. I am very grateful to her for doing this work in a very efficient way.

Finally, a word about our committee members. I would like to thank them all; not only for their attendance and input at meetings, but for all the work they do in furthering success of the hall and the recreation field.

#### **10. Report from the Community Policing Team**

No report has been received.

#### **11. Report from Cllr Carole Arnold for Shipton Volunteers**

The Shipton Volunteers are now into their tenth year of activity since their launch in August 2007. This last year has seen 603 hours of volunteering, an increase of 139 hours from the previous year. There have been 47 volunteers and 25 working sessions contributing to these hours (a total of 234 people sessions). All this hard and dedicated work goes towards the continuing enhancement and appearance of our village and I'm grateful to all those people.

The Parish Council also continues to provide support and guidance, which is most appreciated.

Amongst the tasks undertaken this year were: - the annual litter pick, cleaning the pavements of weeds in Spring and leaves in Autumn, supporting the Wild Garden, cleaning road signs, oiling the communal benches, tidying the church grounds and helping with the church fete.

Thanks to the Tesco grant money we now have a container to store our equipment. Over the Easter break we erected some racking in there to make storage easier.

There have been 7 new members join over the past 12 months and if we can continue to grow then more tasks and projects can be tackled.

If you can give some time to help please do not hesitate to come forward. This is your village and we want you to have a sense of pride that you chose Shipton in which to make your home.

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

Cllr Pitman read out this report in the absence of James Walmsley:

Operated by St Mary's Church, this Charity was started in the early Nineteenth Century. It usually meets in May each year to award grants to Students going on to tertiary education at University or College. Awards are made to both academic and vocational courses. The Trustees are from Shipton-under-Wychwood, Milton-under-Wychwood, Ramsden and Leafield. These areas were in the old Parish of Shipton-under-Wychwood.

During 2016, donations were gratefully received from Shipton – Under – Wychwood Parish Council (£250) and the Milton –under – Wychwood Welfare Trust (£100 ).

From the seven successful applicants, two were from Shipton, two from Ramsden, one from Milton, one from Leafield and one from Bruern. Subjects to be studied covered Media and Communications, Chemistry, Economics, Equine Science, Geography, Human Physiology and Civil Engineering. Where possible, cheques were presented to the successful applicants at an 11am July service at St Mary's Church.

#### **13. Report from Patient Participation Group at Wychwood Surgery**

Added to the agenda and read out by Cllr Young:

The Wychwood Surgery's Patient Participation Group met at the end of March. The aim of the group, which meets 3 to 4 times a year, is to help the Surgery maintain its excellent standards.

In April the group reviewed the Care Quality Commission report on the Surgery and the Patient Satisfaction Survey. A continuing concern was the continuing shortage of Volunteer drivers, especially for journeys to the JR. The group are exploring the possibility of a 'virtual' PPG and the possible use of Social media. Sarah Denham, the outgoing Chair of the group, has stood down, having moved out of the surgery's locality to live in Chipping Norton.

The group is actively looking for new members. If you are interested in joining, please contact Charles Keighley on 01993 831403. The next meeting of the group will be towards the end of May.

#### **14. Report from Shipton-u-Wychwood United Charities**

Added to the agenda and read out by Cllr Young:

The object of the Charity is to relieve either generally or individually organisations or persons in the Parish of Shipton-under-Wychwood who are in need, hardship or distress.

The Trustees of the Charity during 2016 were:

##### Ex-officio Trustee

The Reverend Kate Stacey, Vicar of the Parish of St. Mary the Virgin, Shipton-under-Wychwood.

Nominative Trustees – (Appointed by the Parish Council for a four year term):

Mr Robin McConnachie, Mrs Rosemarie Hitchcock and Mrs Barbara Pearce.

During the year Mrs Hitchcock resigned. A new appointment will be made in November.

Co-optative Trustees – (Appointed by the Trustees for a five year term):

Dr. Gordon Scott (Chairman), Miss Doreen Barnes and Mr Malcolm Cochrane.

The Trustees were saddened by the untimely death of Doreen Barnes during the year. A new appointment will be made in November.

The income received by the Charity in the year was £2228.91 (2015 - £1248.04).

The income figure includes a sum of £1000 received on the winding up of the Wychwood Welcome Club.

Payments amounted to £1950.00 (2015 - £1201.89). The bank balances (HSBC and National Savings) as at 31 December 2016 were £3190.07 (2014 - £2911.16). The COIF income shares were valued at £13786.14 (2015 - £12512.07).

During the year the following distributions were made:

Wychwood Day Centre	£1000.00
Lawrence Home Nursing Team	£200.00
Wychwood C of E Primary School	£250.00
Wychwood Youth Club	£200.00
Shipton Coffee Mornings	£100.00
Wychwood Scouts	£100.00
Wychwood First Guides	£ 50.00
Wychwood First Brownies	£ 50.00

These donations are in recognition of the services provided by the organisations to parishioners of Shipton-under-Wychwood.

The Trustees believe they are administering the funds available to them in the best possible way in order to meet the objects of the Charity.

#### **15. Report from Cllr Jill Mavin on the Mini-NAG and Speedwatch scheme**

Cllr Mavin reported that the Mini -Nag has been concentrating on the Speedwatch programme recently. They borrowed a speedwatch camera from Thames Valley Police for the second time, as the first time the camera broke. This time the organisation of the scheme, under Ian Drainer, has been very good. Several volunteers have been trained to use the camera. It has been noted that people have been going too fast coming into the village. Unfortunately the camera has broken again.

## 16. Other Matters for Discussion

Floor was opened for discussion:

- Speeding on Swinbrook Rd coming out of the village past Fiveways. There are no 30mph reminder signs on the road.  
Reply – a speed survey was held on Swinbrook Rd and Leafield Rd a year ago. The conclusion was that it was perception of speed rather than actual speeding. Smaller 30mph signs are set at predetermined distances. Cllr Mavin will check if Swinbrook Rd has these. C. Cllr Rose explained that the Department of Transport don't allow repeater 30 mph signs. A possibility would be to paint 'SLOW' on the road, although this is not usually effective. The PC will look into this issue.
- It was noted that there is a mother duck with ducklings next to the Shaven Crown. It was requested that traffic stop if they are seen crossing the road.
- It was noted that a tree has been planted and a new seat put on the Village Green.  
Reply - the new seat is to correspond with the others on the Green.  
The tree is to screen an extension which spills out light onto the Green and to replace another tree that had died and was taken down.
- Concern was raised about the state of Bowerham. Clerk to investigate with Cottsway.
- It was asked that as the Local Plan is not yet in force, are there currently any plans for a Neighbourhood Plan.  
Reply - the PC has looked at whether to produce a joint Neighbourhood Plan with Milton, extensively over the last year. It is concerned that NPs are becoming more planning orientated. Cllr Rigby stated that the only protection against speculative planning applications was a five year housing supply and an approved Local Plan containing it. The Planners seem to take little notice of Neighbourhood Plans. So, the PC decided not to progress with a Plan. If the WODC draft Local Plan is accepted, it should provide the village with more protection.
- It was stated that the litter bin opposite the Wychwood Inn has disappeared. Clerk to investigate.
- It was asked if C. Cllr Rose could clarify how OCC plans to amalgamate into one unitary authority. Who is pushing this: OCC or the Government?  
Reply – C. Cllr Rose explained that the initial impetus came from OCC. The consultation has now closed and the decision is with the Secretary of State so people could canvas DCLG if they want input. The Secretary of State has stated in the past, that it will only progress if there is some form of agreement.
- There was more interest in the PC's view on the Neighbourhood Plan. If Milton does create a NP, would that push more development into Shipton? If a NP is done who does this? With Brexit on the horizon would it be prudent to do a NP?  
Reply – the PC has been advised that the reason to go ahead with a NP is if it wants more houses in the parish. The idea of a NP may be resurrected in the future.

Meeting closed: 8.35pm

Refreshments were served.