

## **SHIPTON UNDER WYCHWOOD PARISH COUNCIL**

Minutes of the Meeting of the Council held at New Beaconsfield Hall  
6.30pm on Thursday 21<sup>st</sup> April 2016

**Present:** Cllrs: B. Young (in the chair), B. Rigby, J. Mavin, B. Pitman and C. Arnold, **Parish Clerk:** L. Wilkinson

1. **Apologies for Absence** were received from Cllr N. Jagger, Cllr S. Matthews and District Cllr T. Simcox. There were no **Declarations of Interest**
2. **Minutes of the Meeting held on 17<sup>th</sup> March 2016** were approved and signed.
3. **Matters arising from the Minutes**  
None
4. **Public Time**  
None
5. **County Councillor's Report**  
None
6. **District Councillor's Report**  
None
7. **Planning:**  
*a. Planning applications received*

<b>Ref no.</b>	<b>Address</b>	<b>Proposal</b>	<b>PC Decision</b>
15/02266FUL APP/D3125/W/16 /3144963	15 Meadow Lane, SUW	Planning Appeal for proposed change of use of agricultural land to domestic garden	Previous comment sent to Planning Inspectorate
15/03128/OUT APP/D3125/W/16 /3143885	Land south of High St, Milton-u-Wychwood	Planning Appeal to Erection of up to 62 dwellings, landscaping including change of footpath and creation of ecological enhancement area, and ancillary infrastructure and enabling works.	Previous comment re sent to Planning Inspectorate
16/00929/HHD and 16/00930/LBC	Old School House, Church St, S-u-W	Erection of porch	No objection
16/00925/FUL	St Michaels Stores, Milton Rd, SUW	Extension to existing shop and internal alterations and new driveway.	The PC strongly supports this application.
APP/D3125/W/16 /3146351	Land at Owl's View, Shipton Rd, Milton	Planning appeal for erection of 2 detached dwellings with separate garage and associated private amenity space. Formation of new vehicular accesses to both dwellings.	Previous comment to be sent to Planning Inspectorate
16/01012/HHD	18 Littlebrook Meadow, SUW	Erection of single and two storey extensions	No objection

***b. Decisions Outstanding:***

<b>Ref no.</b>	<b>Address</b>	<b>Proposal</b>	<b>PC Decision</b>
16/00538/HHD	Glenhurst, Station Rd, SUW	Alterations and erection of single and two storey	No objection

		extensions	
16/00448/FUL	Land at the Limes, High St, SUW	Erection of new dwelling with associated parking	Object

**c. Decisions made:**

Ref no.	Address	Proposal	Decision
15/01575/FUL	Langley Mill, Shipton Rd, Ascott- u-Wychwood	Planning appeal: Change of use of land from agricultural to domestic curtilage	Appeal dismissed
16/ 00421/FUL	Land North of Gas Lane and Ascott Rd, SUW	Erection of single detached dwelling with associated access and landscaping works	Withdrawn

**8. Environment**  
**a. Allotments**

i. Four more people have taken allotments. There is concern about debris left on the allotment. A skip is needed to clear this up. It was **resolved** to order one for a short period of time. The PC has no objections providing the allotmenters are present to fill the skip. It was authorised to spend up to £150. The allotments have been net contributors to parish funds in the last twelve months Cllr Mavin met with a gardener and they have identified a suitable plot for a raised bed. Access from the road into the allotments is to be kept as short as possible for people using a wheelchair/mobility scooter.

ii. Update on Tesco's grant

A Working Party is being set up to include Cllrs J. Mavin and C, Arnold Gordon Gillette and Nigel Beale.

It was **resolved** that Cllr Arnold will be chair of this working party and will report back at each Council meeting. Terms of reference for this project had been distributed and were accepted by the Council. 75% of the grant money will be received from Tesco's within 60 days of the paperwork being completed. The PC **resolved** to cover any costs arising before the grant is received.

**b. Volunteers**

To consider request for money to enable Shipton Volunteers to upgrade the bench in the recreation ground.

Teak oil for the bench and a few plants to improve the area has been suggested. Expenditure was approved up to £50.

**9. Playground and School**

Playground

The motorbike needs replacing and general maintenance is required in the playground. Trevor Stewart has been asked to carry out this work. There is a problem with youths carrying spray paint crossing the fence and going into an adjacent field and garden.

**10. Civic and Community**

**a. Update on SSE grant**

Cllr Young and the clerk met with Chris Fitzpatrick and John Heathcote to discuss requirements for installation of the generator. It is more involved than originally thought. After discussion at the meeting it was **resolved** that the generator and trolley are purchased immediately at the cost of £2,180.40 (inclusive of VAT). Heavy duty extension cables and emergency lighting will also be bought. The generator is then portable and can be wheeled around when needed. The generator will be added to the PC's insurance policy and asset register.

**11. Highways and Transport**

The PC is monitoring the bus subsidies situation but there is no definite news to report. There is potential for Wychwoods Together to work on this.

**12. Communication**

- a. To consider compiling a parish database of e-mail addresses

There was discussion over this idea. It was **resolved** that Cllr Rigby would write to list holders of groups in the village to ask if their members consent to the PC having their e-mail address. If no objection is received then they will be added to the PC database. E-mail addresses will be used to contact residents regarding issues such as Thames Valley Police Alerts. This will also be put in the next newsletter.

### 13. Financial and Administrative Matters

#### a. Payments were authorised and cheques signed as follows:-

i. Lisa Wilkinson	Clerk's Salary and Expenses March 2016	£493.97
	Less Income Tax	£6.00
	Postage	£4.02
	Total	<b>£491.99</b>
ii. Hickman Brothers (repay Gwen McConnachie)	Compost for Allotment Orchard	£8.76
iii. Thames Water	Water supply at allotments	£9.41
iv. Burford School	Newsletter printing	£94.80
v. Burford School (repay L. Wilkinson)	Annual Report photocopying	£3.00 amended to £3.50
vi. Jill Mavin	Reimburse for thank you for care of jousting horse	£7.00

#### b. Payments received:

Shipton PCC	Burial fees	£358
WODC	Precept	£16,559.50
SSE	Wayleaves	£182.89

- c. It was noted that the bank reconciliations were approved and signed for the end of March.

- d. To consider clerk reimbursement

It was **resolved** to start the clerk's pension as soon as possible with a 2% contribution from the PC. The clerk's salary will be increased to Benchmark 23.

e. A cheque for a deposit of £500 made out to Shipton-u-Wychwood PC has been signed in order to open up the new bank account with Unity Bank. The cost of this bank account has now risen to £6 per month ((previously minuted at £5 per month). It was **resolved** to continue with the application at the slightly higher price.

- f. Internal Checklist.

Cllr Pitman asked that when cheques are being signed that the invoices are initialled.

### 14. Correspondence Received. None received.

### 15. Any Other Issues to Note

The noticeboard at the post office is deteriorating. To be discussed at the next meeting.

### 16. Dates of the next Parish Council Meetings: 19<sup>th</sup> May, 16<sup>th</sup> June, 21<sup>st</sup> July, no meeting in August (unless a Planning and Finance meeting is required), 15<sup>th</sup> September, 20<sup>th</sup> October, 17<sup>th</sup> November, no meeting in December (unless a Planning and Finance meeting is required), 19<sup>th</sup> January 2017, 16<sup>th</sup> February 2017, 16<sup>th</sup> March 2017.

Meeting closed at 7.12pm