

**SHIPTON UNDER WYCHWOOD PARISH COUNCIL**  
**Minutes of the Meeting held at the New Beaconsfield Hall at**  
**7.30pm on**  
**Tuesday 19<sup>th</sup> February 2013**

**Present:** Cllrs Jagger (in the Chair), Watson, , Mavin, McConnachie, Rigby, Young.

1. **Apologies for Absence.** CClr Rose and DClr Hibbert Biles, Cllr Chapman, Parish Clerk Annie Champness
2. **Declarations of Interest and any requests for dispensation.** None
3. **Minutes of the Meeting held on 15<sup>th</sup> January 2013** were approved and signed.
4. **Matters arising from the Minutes.** There were none.
5. **Clerk's report.** No report this month

**6. Public Time.**

Adam Lock of Leafield Road expressed concern over the perceived excessive speeding along Leafield Road causing a safety issue especially for children walking to school. He had already had a preliminary meeting with Cllr McConnachie on the subject and noted that this issue had been raised by residents previously. Discussed under item 12b

Ian and Mary Drainer, from Swinbrook Road presented a letter requesting further action regarding the vegetation growth along the verge on Swinbrook Road. Discussed under item 11d

Alan Vickers of Church Street expressed concern that the Village Green, one of the key features of the village, was becoming cluttered with seats and requested that one or two of the seats be removed. He also expressed dismay at the standard of workmanship on the recently repaired wall along the A361. Items discussed under 11c and 12a

7. **County Councilor's Report.** No report this month

8. **District Councilor's report.** No report this month

**9. Planning:**

a. **New:**

**13/0114/P/FP 19 Sinnels Field, SUW.** Loft conversion to include insertion of two rear dormer windows. This was considered by the council and no objections were noted. An email to this effect would be sent to WODC by Cllr Watson.

**Application from Boots UK Ltd for inclusion in the Oxfordshire Primary Care Trust Pharmaceutical List from premises in the vicinity of High Street, Burford, OX18 4QU.**

This was considered by the Council and no response was considered necessary

b. **Ongoing:**

None

**Decisions. The following planning decisions were noted**

**12/P/DCA/P/FP1806/1807 Coldstone Farm, Leafield Road, SUW:** Conversion of barns to form dwelling, garage block with ancillary self contained accommodation and associated parking and landscaping. Erection of glasshouse and new dry stone wall. Removal of agricultural buildings and recladding of dutch barn. **Granted STC**

**13/0007/P/FP Haberton Mead, Station Road, SUW.** Alterations to layout including creation of self contained guest accommodation, construction of orangery to rear elevation and loft conversion to provide additional bedroom with ensuite facilities. **Granted STC**

**12/1738 & 1740/P/FP/P/LB Old Forge Cottage, Upper High Street, SUW,** Extension and conversion of outbuildings to form ancillary accommodation. Letter of no objections sent. **Grant STC**

## **10. Playground**

Cllr Mavin reported that all the necessary monthly checks had been carried out.

## **11. Environment.**

### **a. Winter Weather review.**

There was a general discussion on how well the village had coped with the recent snow and ice. Thanks were expressed to those members of the community who had helped with salt spreading and snow clearance. There was a general sense of frustration with the lack of willingness of OCC Highways to refill the various salt bins that had been emptied although it was noted that OCC had warned us previously that this was their policy. Cllrs noted with thanks the support received from Ascott Parish Council in gritting the Ascott Road and agreed to make a donation to their costs.

It was agreed that a formal review of our Winter Weather readiness would be carried out in April/May with a view of establishing any improvements with OCC Highways in advance of next year. In the meantime Cllrs were encouraged to consider the location of current salt bins, possible new bin locations and key roads that required regular gritting. Separately a letter has been sent to OCC Highways concerning the general poor state of Milton Road due to both potholes and the excess surface water.

### **b. Allotments Report.**

Cllr Mavin reported that all annual rents were now collected and noted that there had been a number of allotment cancellations this year.

### **c. Benches and clutter on the village green.**

Following the comments by Alan Vickers, it was agreed that steps would be taken to remove at least one of the metal framed benches on the main village green. It is understood that the Cricket Ground might have an interest in these for their own use. There would be some temporary damage to the green where the concrete plinth would need removing and soil replacing. It was also agreed to take steps to replace the double bench by the Cospatrick Memorial with a more suitable bench.

### **d. Swinbrook Road update.**

Following the representation by Ian Drainer Cllr Young reported that he had consulted OCC Highways. Further to a site visit they responded that no further work was appropriate other than the removal of some of the excessive ivy growth near the lay-by and allotment entrance. They had expressed severe dissatisfaction with the unilateral action that had been taken by local residents and had considered taking this further under tree preservation legislation. They also noted that the habitat sustained a protected species of butterfly. OCC are prepared to sanction low level maintenance work by the Shipton Volunteers supervised by the Parish Council. A letter will be sent by Chairman Cllr Jagger to the residents of Swinbrook Road noting these points and emphasising that no further unilateral action should be taken.

## **12. Highways and Transport**

### **a. Potholes and A361 Wall Report**

Cllrs were inclined to agree with Alan Vicker's comment that the repairs to the A361 wall by the Village Green were of a substandard nature with an inappropriate choice of material for the new coping stones. It was agreed that Cllr Jagger would contact OCC Highways and invite a supervisor to inspect the work carried out and consider remedial options.

### **b. Leafield Road, residents' concerns relating to traffic speeds.**

Cllr McConnachie reported on his meeting with Adam lock and suggested that there were a number of possible initial actions, notwithstanding the economic constraints on any significant work. The first action was to collect evidence of speeding that could be presented to OCC Highways. He also recommended that note should be taken of any persistent and frequent speeders with a view to reporting these directly to the PCSO for action. Cllr Mavin undertook to contact the PCSO to set up a temporary Speed Indicator and Recorder to further build the evidence base. It was agreed to revisit this issue in 3 months to consider progress and any further action.

## **13. Civic and Community**

#### **a. Annual Parish Meeting**

The content of the Report to the Annual Parish Meeting was agreed. Cllrs were asked to submit their written reports to Cllr Jagger no later than 16<sup>th</sup> March for inclusion in the final printed report. The format on the night would include a summary of the key points of the report by Cllr Jagger, possible reports by the District and County Councilors if requested and a noting of any received reports from the various village charities. General questions would be taken at the end of the session. Tea and biscuits would be served during the evening and parishioners would be encouraged to stay and discuss further topics on a one-to-one basis with Cllrs.

#### **14. Communication**

##### **b. March Newsletter –**

As agreed the March Newsletter will be primarily the calling notice for the Annual Parish Meeting with an encouragement to parishioners to attend and participate in the meeting. The final version of this will be available at the March Parish Council meeting for distribution to all households following the meeting.

#### **15. Financial and Administrative Matters**

##### **a. The following payments were authorized and cheques signed:**

1	Contribution to costs of gritting Ascott Road to A361	£75.
2	Parish Clerk January salary and expenses	£412.20
3	Treetech: 3 replacement Trees for playground	£108
4	Hedley's Solicitors land registration fee, disbursements, VAT	£1214.60

##### **b. The WI contribution of £176 towards the cost of the Jubilee Bench was noted with thanks**

Cllr Watson reported that the registration of all Parish owned land with the Land Registry was now completed, noting Hedley's comments that this had taken much longer than expected.

It was agreed that Cllr Young would represent the Parish Council at the forthcoming AGM of the Wychwood Wild Garden.

#### **16. Correspondence Received not included elsewhere on Agenda.**

The Correspondence received by the Clerk was noted

#### **17. Any Other Business**

Cllr McConnachie re-emphasised the importance of the letter to Swinbrook Road residents noted in item 11d

Cllr Young reported on the recent activities of Treetech including the planting of a new oak on the recreation ground as part of our multi-annual contract

Cllrs Young and Rigby reported on the positive discussions with the PCC on the renewal of the current agreement between the Parish Council and the PCC

#### **18. Dates of the next Meetings: 2013: 19 March, 23 April (PC meeting followed by Parish Meeting ), 21 May.**

The meeting ended at: 9.35 p.m.