

SHIPTON UNDER WYCHWOOD PARISH COUNCIL
Minutes of the Meeting held at the New Beaconsfield Hall at
7.30pm on
Tuesday 15th January 2013

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

Parish Clerk: Annie Champness

Members of the Public: Ian and Mary Drainer, Peter Hilling

1. **Apologies for Absence.** Cllr Rebekah Chapman. DCllr Hibbert Biles arrived during Item 7 (which was taken after Public Time).
2. **Declarations of Interest and any requests for dispensation.** None
3. **Minutes of the Meeting held on 18th December 2012** were approved and signed.
4. **Matters arising from the Minutes.** None.

5. Public Time.

Mr Drainer spoke: he had written with concerns about tree management on Swinbrook Road. He had consulted and referred to, the WODC website and the Local Plan and was especially concerned about untidy self seeded trees, their sustainability and safety. C.f. item 7 below for the Council discussion. He then mentioned a blackthorne hedge that if poorly managed would cause the collapse of an attractive dry stone wall. These items would be brought to the next Agenda.

6. Planning:

a. **New:**

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. No objections letter to be sent.

b. **Ongoing:**

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.

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. Letter sent noting and affirming the expressed LPA view that the site lay in open countryside outside the village envelope (Policy H4) and that the Council is of the opinion that the proposed development of the site with a single building is sensitive to the needs of a low density, unique development of an agricultural site and should therefore not set a precedent (Policy H2) for more intensive development of agricultural land elsewhere in the village which the Council would oppose as inconsistent with the Council's declared policies for land outside the village envelope. On the basis above, the Council did not object to the development.

c. **Decisions:**

12/1670/P/FP/12/1671/P/LB Victoria House, Church Walk, SUW. Front extension and conversion of part of existing garage to provide additional living space with new bedroom in roofspace above. Changes to existing first floor layout. **Grant STC.**

Wychwood Tennis Club Appeal. Planning Inspectorate Reference:

APP/D3125/A/12/2178746/NWF.

Grant STC.

d. **Tennis Club Letter.**

A response to Mr Hollingdale's letter was agreed to confirm and clarify relevant details about standard parish council procedures in case lack of knowledge had led to misunderstandings: responses to any planning application are a matter of public record, these are discussed in public at Parish Council meetings and decisions are fully minuted and put on the website; individuals are not contacted; all PC procedures are within statutory requirements. If any parishioner is unclear about any matter of procedure or has any concerns they are most welcome to speak to any of the Council about concerns or how to proceed or to the Clerk who can give legally precise advice about process.

7. Environment. Trees on Swinbrook Road and around the Village.

The PC agreed to forward Mr Drainer's letter to OCC with a view to discussing what further maintenance work could be undertaken on OCC land. The PC reaffirmed the importance of appropriate and sensitive maintenance of verges and hedges around the village. However, the PC stressed the need for residents to raise any concerns regarding verge/hedge maintenance rather than undertake unauthorised 'self-help' work.

8. Highways and Transport Potholes and Street Furniture

(5 notices and a dog litter bin had been uprooted on Christmas Eve and this had been reported to the police). It was agreed that the OCC reference number would be forwarded to CCllr Rose. On Potholes, it was observed that repairs have not been good; possibly they have had to be done quickly for safety. CCllr Rose stated that there had been a dramatic increase in numbers to be filled this year. Bad repairs in Burford were cited: by the bridge, school boarding house, half way up hill - all of which had deteriorated in one day. The Parish Council was concerned about the waste of public money when repairs last such a short time: these were potholes that had been there for some time and thus did not have to be repaired in a hurry. CCllr Rose asked that potholes be reported wherever they are, and observed that current conditions made it very difficult. From the budgetary point of view contractors have to re-repair any patches that do not last for 2 years, so public money is not being wasted. As an aside, one of the workmen spoken to while carrying out a repair had said that the materials being used are inferior - the council had not bought large bins which are needed to keep material at correct temperatures and therefore material is being put in at the wrong temperature and thus not lasting. The parish was encouraged to report potholes with as accurate a description as possible as to location.

9. Civic and Community

a. Carols Round the Tree

The splendid sum raised of £502.00 for the Air Ambulance Service was noted.

b. Annual Parish Meeting

Cllrs considered the structure, content and reports needed for the Annual Parish Meeting. The aim was to include and engage as many of the parish as possible. A draft written annual report had been circulated to Cllr Jagger as a way of communicating the PC work of the year to the parish: looking back and looking forward. If this could be produced in advance, it could be put in the Library, Post Office, etc. And this would facilitate interaction at the Parish Meeting. It was important to concentrate on big issues and draw people into these as well as to more local neighbourhood matters. The main Annual Parish Meeting would start at 7.30 pm. The earlier Parish Council meeting would be at 6 pm. The Notice specifying the time and place and business of the meeting needed to go out in March (to be sure of 7 clear business days); this could either go in the newsletter or in a separate notice; if part of the newsletter, it was needed by the March meeting to approve. Cllr Jagger would collate individual portfolio reports into a draft annual report for consideration to be considered at the March meeting.

10. Communication - Newsletter

The March issue will maybe contain the calling notice for the Annual Parish Meeting. Other content is required and for this copy needs to be sent to Cllr Watson by 10th February. The newsletter would continue for now; its frequency would be reviewed after the Parish Meeting.

11. Financial and Administrative Matters

a. Payment of invoices received were authorised and cheques signed as follows:

1	Recreation Ground hedge cutting honorarium	£17.50
2	Viking Stationery	£162.57
3	Parish Clerk December salary and expenses	£322.01
4	Thames Water: allotments Sept to Dec	£40.09
5	OPFA Playground inspection training x 1	£20.00
6	NHT Hire: amplification for Carols Round Tree	£63.00
7	D Tonks Payroll Admin	£16.20
8	Air Ambulance Carols collection	£502.00
9	World of Colour: Stationery	£8.40
10	Information Commissioner	£35.00

b. Precept:

Cllrs discussed and then agreed the final precept and Band D council tax - a report had been circulated by Cllr Watson. Option 2 was agreed, thus leaving the rate as it is now and the Precept form was authorised to be signed by the Chairman and the Clerk.

12. Correspondence Received not included elsewhere on Agenda.

Was noted especially the formal report from Paul Chantry Chairman of the NBH Management Committee showing the work done for the community and subsidies offered; their endeavours were encouraged and affirmed.

13. Any Other Business

a. CClr Report:

The CC budget was going forward - OCC had already lost £17M in Local Government Settlement. Accepting "freeze grant" would cost another £14M. 1.94% increase at band D was equivalent to the cost of a packet of pastilles per week, but would keep subsidised bus routes, etc protected.

b. DCllr Report:

The District Council will freeze their budget; they have fewer demands than the CC. The Parish Council recorded that it was impressed by the amount of sand delivered over such a short time during the heavy rains. There was a stalemate over the Greystones recycling centre.

c. A Village Marquee

6M by 6M has been bought by the fete committee who are considering buying a second unit to enable a 6M by 12M marquee to be made when required. Storage is to be researched.

d. Red Horse naming

The Parish Council did not think they could get involved but recommended liaison with the History Society.

e. Water at Red Horse corner is a problem

It gets icy, so the source needs to be investigated: if the water comes from a manhole it is Thames Water's responsibility.

f. Salt Supplies were identified

The problem with getting more is there is no weather-proof storage in the village, so it is not viable to ask for more. Some salt remained in the following locations: Paul Chantry (6), Cllr Young (3), Cllr McConnachie (0), (4) with his neighbour. Under the circumstances it was agreed that salt grit is a better bet - the PC would ensure grit bins are well used. Grit bins were to be monitored.

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

The Meeting finished at 9.10 p.m.