

**SHIPTON UNDER WYCHWOOD PARISH COUNCIL**  
 Minutes of the Meeting of the Council held at New Beaconsfield Hall  
 7.30pm on Thursday 19<sup>th</sup> January 2017

**Present: Cllrs:** N. Jagger (in the chair), B. Young, B. Rigby, J. Mavin, C. Arnold, B. Pitman, **Parish Clerk:** L. Wilkinson, 3 members of public.

**1. Apologies for Absence and Declarations of Interest**

Apologies were received from County Cllr R. Rose. There were no Declarations of Interest.

**2. Minutes of the Parish Council meeting held on 13<sup>th</sup> December 2016** were approved and signed.

**3. Matters arising from the Minutes**

There were none.

**4. Public Time**

Mr. Etherington spoke about planning application 16/03297/FUL (amended). His main objection is the loss of privacy to his house; the proposed build will be 5 metres from his house and 5 ½ metres away from his daughter's bedroom. Mr. Etherington does not object to a building but the proximity of it. It will be much closer to his house than any other houses are to each other in the road. He is also concerned that no Heritage Impact study has been carried out.

Jan Lund requested that bollards are placed on the verge outside Elmdene, Milton Rd. Cars are coming around the corner too fast and swerving onto the verge. Ms Lund has frequently picked up parts of cars that have come off as they collide with the stones on the verge. This is also dangerous for pedestrians. She requested 4/5 reflective bollards. To be put on February agenda. Highways will be asked to assess the problem.

**5. County Councillor's Report**

None received.

**6. District Councillor's Report**

None received.

**7. Planning:**

**a. Planning applications received**

Ref no.	Address	Proposal	PC Decision
16/03894/FUL	Upper End House, Upper End, SUW	Change of use to part of adjacent land to domestic	No objection but the PC requested that further permitted development rights are withdrawn.
16/03297/FUL Amended	Court Farm, Mawles Lane, SUW	Construction of detached family home with associated garden store, car ports and pedestrian access onto High Street.	PC recognises the effort by the applicants to accommodate previous comments. The PC has reservations about the first floor window adjacent to Mr Etherington's property and the proximity of the property notwithstanding the shadow assessment that has been carried out. The immediate neighbour has significant concerns regarding the proximity of the development.
16/04116/HHD	26 Sinnels Field, SUW	Erection of rear single storey extension to existing kitchen. Loft conversion including new dormer window and two rooflights	No objection

16/04169/OUT	Land between Fiddlers Cottage and Meadow View Cottage, Upper End, SUW	Erection of detached dwelling and associated works	The PC is concerned that this development may prejudice the open aspect of the village when approached from the south and goes against the principles of the conservation area. The PC would wish for the views of local residents to be taken into account.
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**b. Decisions Outstanding:**

Ref no.	Address	Proposal	PC Decision
16/02851/OUT	Land south of Milton Rd, SUW	Erection of up to 44 dwellings and a school car park with associated access and landscaping.	Comment. Planning committee on 6 <sup>th</sup> February

**c. Decisions made:**

Ref no.	Address	Proposal	Decision
16/03994/HHD	3 Meadow Close, SUW	Conversion of loft with dormer windows to front and erect a new canopy porch to front.	PC -No objection WODC - Approved
16/03681/HHD	Springwell Cottage, Leafield Rd, SUW	Single storey rear extension	PC - No objection WODC - Approved
16/03657/FUL	Berwyn, Milton Rd, SUW	Conversion and extensions to garage to provide separate dwelling.	PC - No objection WODC - Approved
16/03707/OUT	Land North Of Milton Road SUW	Erection of 5 New Dwellings and School/Community car parking area	PC – Object WODC - Refused
16/03919/HHD	2 Evenlode Cottages, High St, SUW	Erection of conservatory	PC- Comment WODC - Approved

**d. To discuss light spillage on the Green**

There have been continuing complaints from residents about the light shining on the Green from a recently built extension. The PC agreed to replace the dying tree on the Green, which has now been removed, as this should help block some of the light shining out across the Green. It was **resolved** to plant a willow, or similar, and to spend up to £300. Cllr Arnold to talk to Treotech for advice.

**8. Environment**

**a. Allotments**

**i. Update on Tesco's grant (Cllrs Arnold and Mavin)**

The new trees for the orchard have been planted. One of the raised beds has been completed. There are three more to be built. Dogwood and buddleia have been planted along the side of the container.

**ii. To consider quotes for extending the road to the container (Cllr Arnold)**

Cllr Arnold has requested further quotes.

**b. Volunteers**

Cllr Arnold reported that one session was cancelled due to snow. This will be re-arranged for later in the month. There are three new members.

**c. Village maintenance**

**i. Update on replacement bench on village green**

Shipton Cricket Club has agreed to take the old bench on the Green. A 1.5 metre bench is to be ordered from Cyan as authorised in November minutes.

**ii. To consider quotes for pollarding the Limes by the Church**

Cllr Arnold has received three quotes for this. It was **resolved** to ask Treotech to carry out the work at a cost of £1536 inclusive of VAT.

- d. To note response to Abbeymills regarding street lighting on the development on High Street.

Abbeymills have proposed installing one metre high bollards which are controlled via a photocell to switch on in low light conditions and a timer to switch off between the hours of 12 midnight and 6am. The PC feels this is in line with their dark skies policy and have accepted this.

- e. To consider employment of a lengthman for the parish

This was discussed last year and it was agreed to be revisited.

It was **resolved** not to employ a lengthman but to use the volunteers where possible and to contract any larger jobs out to external contractors. The budget set aside for the lengthman will be used for external contractors.

- f. Update on proposal to plant a tree on the Village Green

See item 7d.

## 9. Playground and School

- a. Quarterly report

Playground: Trevor Stewart has agreed to replace the feet on the equipment. A new motorbike has been ordered. Last year's planting and pruning has been successful. It was **resolved** to spend up to £500 on more planting/pruning up until the end of the financial year. New equipment has been requested; Cllr Mavin will obtain a quote for a new swing.

- b. Update on flashing lights outside the school

At present the lights are being turned on in the mornings by the school. The school is trying to compile a rota of volunteers to do this. A demonstration of flashing lights is being held after half term. Two sets of light are estimated at £5000.

- c. To discuss offer from resident to provide a memorial bench at the recreation ground.

A local resident has offered to provide a bench at the skate park in memory of her brother. It was **resolved** that this could go ahead. The bench will need hard standing and fixing. Cllr Mavin will contact the resident (via the clerk) to discuss design, location and upkeep.

## 10. Civic and Community

- a. Update on the proposal to put a defibrillator in the phone box on Fiddlers Hill. To investigate fund-raising for the defibrillator.

The Women's Institute have organised a Heartfelt supper as a fund-raiser on 18th February at New Beaconsfield Hall. WODC and BT have been contacted and advised of the PC's wish to adopt this phone box.

- b. To thank David Astor for the Christmas tree

The PC gave a vote of thanks to David Astor for once again providing a Christmas tree for the parish. Clerk to write a letter of thanks.

- c. To consider the appointment of a Trustee to Shipton-under-Wychwood United Charities

A Trustee for this charity has resigned and a new one needs to be appointed. The Trustees meet once a year in November. Cllr Mavin agreed to take on this role.

- d. To authorise purchase of Christmas lights

Cllr Young reported that five of the strings of Christmas tree lights are now broken. It was **resolved** that seven more strings could be brought at a cost of £32 per string.

## 11. Highways and Transport

Nothing to report

## 12. Communication

- a. To consider plans for the newsletter

Councillors to send their contributions to Cllr Jagger by 3<sup>rd</sup> March who will compile them ready for it to be authorised at the March meeting.

**b. To discuss and authorise the development of a new website**

The website has been non-operational since November. Graham Matthews and his team have very kindly got it up and running again, free of charge. Graham Matthews has also offered to develop a new website. This will take some time but now the current website is working there is no immediate need. The current website can have several administrators. It was **resolved** that the clerk and Cllr Arnold become administrators and that Graham Matthews be asked to develop a new website in the course of time.

E-mail alerts have been well received. An alert will be sent out informing people of the closure/alterations to the Post Office.

**13. Financial and Administrative Matters**

**a. Payments were authorised and a cheque signed as follows:-**

i. Lisa Wilkinson	Clerk's Salary and Expenses December 2016	£485.59
	Less Income Tax	£0.80
	Less Employee's pension	£3.76
	Total	<b>£481.03</b>
ii. Nest	Employer's Pension	£13.18
iii. Nigel Beales (repay)	Timber for raised beds at allotments	£72.00
iv. Gwen McConnachie (repay)	4 fruit trees, stakes, guards and delivery for orchard at allotments	£141.63
v. Gwen McConnachie (repay)	Manure for allotment orchard	£10.01

**b. Payments received:**

None

c. It was noted December bank reconciliations have been signed by Cllr Pitman

d. To present 3<sup>rd</sup> quarter financial report

The clerk presented the previous quarter's financial report to the councillors.

**14. Correspondence Received.**

- Castle Water is taking over the retail activities of Thames Water. Thames Water is still responsible for supplying water and collecting waste water.
- Thank you letter from James Walmsley for PC donation to Lady Reade Educational Trust.
- Correspondence about planning application 16/03919/HHD 2 Evenlode Cottages, High St clarifying PC response to application.

**15. Any Other Issues to Note**

- Treotech have examined the chestnut tree on the recreation ground. Fungi has been discovered on the trunk.
- The Mini NAG is liaising with TVP to get a Speedwatch camera to look at speeding in the village.
- Cllr Young will review the Emergency Plan.
- Cllr Jagger explained that he would not stand as chairman again in May

**16. Dates of the next Parish Council Meetings:** 16<sup>th</sup> February 2017, 16<sup>th</sup> March 2017, Annual Parish Meeting 20<sup>th</sup> April 2017

Meeting closed: 21:45