

SHIPTON UNDER WYCHWOOD PARISH COUNCIL
Minutes of the Meeting held at the New Beaconsfield Hall at 7.30pm on
Thursday 17th July 2014

Present: Cllrs: Jagger (in the Chair), Young, Rigby, Mavin, Matthews. DCllr Simcox, Parish Clerk: Annie Champness

MEMBERS OF THE PUBLIC: Daniel Potter, Robin Miller, Robin McConnachie, Max Askew, Allan and Sarah Conway, Janet Shackle, Celia Nelson

1. Apologies for Absence had been received from Cllr Hogan, CCllr Rose. Cllr Little has resigned and was therefore not present. There were no **Declarations of Interest**.

2. Minutes of the Meeting held on 19th June 2014 were approved and signed.

3. Matters arising from the Minutes. There were none.

4. Public Time.

Field End (14/0995/P/FP) Mr Potter summarized what he and his family are proposing - this is a long term wish to live in the village with a larger family. They hope to:- raise the roof, walls to be over clad in natural Cotswold stone, to re-tile in reconstructed stone slates, aiming for better energy efficiency including windows' style. This is a new application, having taken into account previous PC and neighbours' objections. They wish to be part of the community and in conjunction with all of the above and WODC comments they have taken on board everything in relation to the revised submission. The PC decided in favour believing proposals to be an enhancement to the visual amenity of the village.

Mr Askew spoke about the Milton development (item 7f below) with an update from the Milton PC meeting the previous evening re the potential development of 70 houses on an elevated site. 120+ had attended; an action group opposing development had been set up. 400+ have signed the opposers' petition. A large number of these are from SUW since joint facilities are affected. Oliver Chapple had spoken for the group, who are not anti development per se, acknowledging the need for starter and smaller houses. However it is the wrong site - it is high, the wrong end of the village resulting in possible congestion with an impact on children and safety of pedestrians. The SHMA figures are deeply flawed - WODC issued a statement yesterday revising them down by up to 20%. PC Milton was criticized for giving people the impression this is a done deal and not listening to or representing the community. At the meeting they did take this on board, partly influenced by numbers, that they need to take this seriously and listen. They did not engage with the CPRE initiatives on the 8th so were criticized for not attending. Good initiatives flowed from that meeting in terms of engaging from the bottom up re development. The WODC consultation runs till 19th September, which is not ideal because of August holidays. A special meeting had been asked for, and petitioners would like SUW to lean on Milton PC to work together. A straw poll at the Milton meeting had suggested that all but one were against the scheme. A joint approach was sought.

5. County Councillor's Report (in absentia) **to include: VAS location** 20 M south of railway bridge to be done 1st week in August, **Milton Road drainage:** not mentioned; **footpath near the railway bridge:** not mentioned; **A361 surface:** to be done by end of this month and **Milton Road surface** due soon. -.

6. District Councillor's Report

DCllr Simcox had done research into Community Assets, requested at the last meeting - applications approved by WODC in relation to recent Localism Legislation had been pubs only (6). No application has been turned down, but only pubs have applied. Mr Simcox would raise the issue, and ask for a list of criteria which might be applied to other sorts of community assets. He advised that an informal discussion with the officer involved with the process: Astrid Harvey, would help to prevent proceeding with unrealistic sites.

7. Planning:

a. New:

14/0995/P/FP Field End, Fiddlers Hill, SUW New Application: Alterations to raise roof height and insertion of dormer windows to create first floor accommodation. Erection of extensions to front, side and rear elevations and removal of existing garage. Cf. 4. Above. (Support.)

14/0932/P/FP Sunnyside, Upper End, SUW. Erection of replacement dwelling and detached home office. There were concerns over size of development compared with size of site. And its proximity to adjacent properties given windows, in existing neighbourly properties either side. Recommend this is put to the Uplands Planning Committee rather than left in hands of planning officers.

14/0919/P/FP Castle Bank, Milton Road, SUW. Erection of two storey side and single storey rear extensions. No Objections

14/0921/P/LB Westgate, Shipton Court, SUW. Internal alterations to allow the installation of a lift. No objections.

b Ongoing:

14/0849/P/FP End of Lane, 2 Fairview Cottages, High Street, SUW. Erection of dwelling with parking space. Strong objections, as had been to the last application, were lodged

14/0823/P/FP Units 8, 8A, 9 & 10 Wychwood Business Centre Milton Road Shipton Under Wychwood Re-roofing of existing factory/office building including insertion of 4 ridge vents. Replacement cladding and insertion of two first floor in East elevation of Unit 10. No objections.

c Decisions:

14/0705&0706/P/AC&LB. Shaven Crown Hotel, High Street, SUW. Erection of replacement signs

There were no objections. **Grant STC**

14/0667/P/FP 37 Sinnels Field, SUW. Loft conversion including insertion of front & rear dormer windows and first floor extension over existing bedroom. Construction of new entrance lobby. This new version was supported. **Grant STC.**

14/0667/P/FP 37 Sinnels Field, SUW NOTE AMENDED DESCRIPTION. Any further observations needed now. There were no objections to the change. **Grant STC.**

14/0579/P/FP Field End, Fiddlers Hill, SUW. Alterations to raise roof height and insertion of dormer windows to create first floor accommodation. Erection of extensions to front, side and rear elevations and removal of existing garage. The areas of most concern are visual impact (Policies BE5 and BE2) on the conservation area and the parish council therefore would like it to go to committee. **Withdrawn.**

e. Planning Meetings in-between PC Meetings:

The following system was agreed for August and December when there would not be a full PC meeting: there would be a deadline by which all applications are to be considered; a group of 3, for August: Cllrs Young, Rigby, Mavin would notify planning applications to Google Groups by the end of the 2nd week of August. They would meet end of 3rd week, collate comments and pass them to the clerk who will respond to WODC. The group would notify the clerk of the meeting date so the public can be notified.

f. 21st June roadshow at Milton Village Hall about the proposed housing development in Milton and Upper Milton.

The SHMA is flawed - as is acknowledged by the local WODC draft plan. The earliest approval of the local plan is next spring and until we have concrete plans it is difficult to comment but we can take on board comments re infrastructure. Meanwhile SHMA and the local plan can be looked at and responded to, rather than waiting for specific applications. Once the Milton plan comes in we can look at the situation re SUW and thus the impact on shared facilities: surgery, roads, parking from school, etc. The meeting was reminded of the Wychwoods Working Together initiative last year. Milton PC could maybe be encouraged to approach us too seeking support in certain areas. DCllr Simcox was asked to take back to WODC the request that the consultation period in relation to the Local Plan, should give people more time coming back from holidays - to stretch to mid September or even October. The demographic of objectors to the Milton scheme had not been identified - Cllr Matthews emphasized the group was not against development per se, just development in that area and in that way. A round robin letter in general was not liked, but this one was agreed to be at a very high level of generality so is difficult to object to - responding would mean we are involved in the debate about SHMA and work on Local Plan. The meeting agreed to signing the round robin letter - to be included in the list of parish councils as signatories to that particular letter. However, if it changes in any way, the right to withdraw was reserved. A group of 3 was requested to look at the Draft Local Plan and SHMA to come up with a response to be ratified on 18th Sept: SM, BR, JM. This group would formulate a Local Plan consultation response and the PC position with regard to proposals coming out of the Milton development. It was questioned whether a couple of members could be involved from Milton for work on Local Plan response: if so, it should only be in relation to fact finding, not to formulating a SUW response. Notes of discussions were to be kept. Robin McConnachie was invited for views and he commented: he supports the 'anti' campaign in relation to general issues relevant to SUW. Re the Local Plan the WODC new target is 174% increase on previous target, which is difficult to achieve if all development is concentrating on major centres of Burford, Carterton, Witney. If these cases go to appeal, the only way WODC's target can be met is if they use sites in the villages so joint working is important.

g. SHMA (Strategic Market Housing Assessment)

C.f discussion above.

8. Playground

Proposed final expenditure from the fund was reported on by Cllr Mavin. £2,800 has been taken from the fund and put to maintenance. This was money allocated to the the general playground fund by fete committee. Funds remaining to be spent were: £12,988.23. A commitment to £7,506 to be spent had been made. £5,482.23 remains. These are figures before VAT. Annual RoSPA inspection report - Roger Davies was originally unable to do any more inspections, but Roger will come once more so inspection will now be in August. The sign showing sponsors etc is now in place.

9. Environment

a. NBH Football Field Grass Cutting

Cllr Young reported on the debate about grass cutting the on the NBH football ground. A fortnightly cut had been claimed not to be adequate. This would cost us over £1,000 extra so tis was not do-able. The club is looking into options. Unfortunately the NBH cannot afford to subsidize. The Linesman option would be explored - it was likely this will be cut but Cllr Simcox would investigate.

b. Winter Preparations

Cllrs Jagger and Young reported - a number of bags are left over from last winter. The PC would accept what is offered and get it delivered to the Matthews' house - the Clerk to liaise with SM. Sand and sand bags were sufficient for needs.

10. Highways and Transport

- a. **Local Transport Plan**, LTP4 consultation on goals and objectives to be completed by 1 August. It was noted that Robin McConnachie had taken a look at this for the Parish Council and completed the online consultations on behalf of the village in line with previous conversations.
- b. **Traffic Survey**. Cllr Mavin reported. People at the Upper Leafield Road end of the village and Swinbrook Road ends were concerned about speeding. Residents there want a cable with a black box which would measure speeds provided. The PC sympathise but there is nothing we can do - periodic checks have not proved the case for speeding thus far - so there is no point in gathering data, and paying for this, if nothing subsequently can be done.

10. Communication.

- a. The Newsletter needs redrafting because of Cllr Little's resignation. Some information on the Local Plan would be good. A new Councillor needs to be sought and this would be publicized in the Newsletter. People who might be potentials would be approached too.
- b. Fibre was being run into village and was nearly complete. To Kerb/cabinet would provide 20 MgB approx. Marketing starts in September - it can be quite expensive.

11. Civic and Community

c. World War 1.

Noted: Wild Garden 'Time to Reflect' tea at 3pm on 10th August.

Cllr Rigby updated: Special service on 4th August: along with everyone else in the country, rededication of War Memorial just before.

12. Financial and Administrative Matters

a. Payments to authorize and cheques to be signed as follows:

- i. Parish Clerk June salary and expenses £283.68
- ii. Cllr Hogan OALC course 'Roles and Responsibilities, Working on Your Local Council' £78.00
- iii. Wild Garden subsidy £1,000.00
- iv. Green Scythe June mowing x 2 £1068.12
- v. Playground Garden work £40.00

b. -Standing Orders Review. Cllr Young reported a draft set of financial standing orders had been produced based on the NALC standard (reduced to 4 pages from 19). Final version to be approved at next meeting together with other standing orders in draft form.

c. Portfolios -. Agreed by email as follows

Neil Jagger	Chairman, Highways and Street Lighting, Environment
Brian Young	Vice Chairman, Emergency Planning, Defibrillator, Finance, Risk Assessment
Sarah Mathews	Planning, Newsletter
Richard Hogan	Hedges, Trees, Grass Cutting, Benches. Shipton Volunteers liaison
John Little	Planning
Brian Rigby	Planning, Burial Ground

Jill Mavin	Playground, Allotments, NAG, Neighbourhood Watch, Schools Liaison
Robin McConnachie	“Co opted” when necessary for Transport
Mike Watson	“Co opted” when necessary for Website

c.

13. Correspondence Received. Was noted

14. Any Other Business

Congratulations were offered to Tom Simcox on his wedding last week.

A warning was issued about emails and 'copy all' option. John Little was to be removed from the email distribution list. The distribution for the Newsletter would be adjusted.

15. Dates of the next Meetings: August (no meeting), 18 September, 16 October, 20 November, December (no meeting). 2015: 15 January, 19 February, 19 March, 16 April (x 2), May date (1st meeting of year for Parish Council still to be agreed).

There being no other business, the meeting ended at 9.22 pm.