

SHIPTON UNDER WYCHWOOD PARISH COUNCIL
 Minutes of the Meeting of the Council at New Beaconsfield Hall
 7.30pm on Monday 18th July 2016

Present: Cllrs: B. Young (in the chair), S. Matthews, B. Pitman, C. Arnold, B. Rigby, J. Mavin, County Cllr R. Rose, **Parish Clerk:** L. Wilkinson

1. Apologies for Absence were received from Cllr N. Jagger and District Cllr T. Simcox.
 There were no **Declarations of Interest**

2. Minutes of the Parish Council meeting held on 16th June 2016 were approved and signed.

3. Matters arising from the Minutes
 There were none.

4. Public Time
 None

5. County Councillor's Report
 County Cllr Rose reported. The Unitary debate is still ongoing. DCLG says Oxford City is not big enough to make a sustainable unitary. Given the change of administration there is likely to be a pause in the proceedings to see whether change could take place by agreement.

6. District Councillor's Report
 None provided.

7. Planning:
a. Planning applications received

Ref no.	Address	Proposal	PC Decision
16/01908/HHD	Langley Holding Cottage, Leafield Rd, SUW	Erection of single storey extension	No objection
16/02094/LBC 16/02091/FUL	Court Farm, Mawles Lane, SUW	Conversion of barn to dwelling alterations to approved planning application 15/03777/FUL to allow creation of second floor to barn, creation of swimming pool, conversion of outbuilding to pool/plant room and erection of detached garage with work from home facilities above	The PC objects to the siting of the pool which is within an inappropriate proximity of a listed building. There was also the potential for noise nuisance due to the proximity of neighbouring property The PC also has reservations re the garage. The height of it would be overbearing to neighbours in Courtland Close.
16/01789/HHD	4 Tothill, SUW	Raise height of existing garage roof to create first floor bathroom with rear dormer window. Construction of front entrance porch.	No objection

b. Decisions Outstanding:

Ref no.	Address	Proposal	PC Decision
16/01566/FUL	Land north of Gas Lane and Ascott Rd, SUW	Erection of detached dwelling with associated access and landscaping works.	Object

15/03128/OUT APP/D3125/W/16/3 143885	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.	Comment sent to Planning Inspectorate
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c. Decisions made:

Ref no.	Address	Proposal	Decision
APP/D3125/W/16/3 146351	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.	Appeal dismissed
16/01537/FUL	Court Farm, Mawles Lane, SUW	Construction of detached family home with associated garden store, car ports and pedestrian access onto High St	Withdrawn
16/01914/HHD	1 Bradleys, SUW	Erection of single storey ancillary outbuilding.	PC -No objection WODC - Approved

8. Environment

a. Allotments

i. Update on Tesco's grant

Cllr Arnold reported. John Greatbatch is starting work on the roadway through the allotment at the end of August. Raised beds will be built out of pallets. A volunteer has come forward to build these. They will be lined with hard strength plastic.

Cllrs Mavin and Arnold will look at a steel container on a local farm to see if it is suitable for use at the allotment.

Subject to final details, the PC is prepared to subsidise further spend on this project, if required, up to £1000.

b. Volunteers

There was a good turn out this week.

A new Duke of Edinburgh student has started. Cllr Arnold will write to the local schools to ask if others are available in future years.

The hedge trimmer has been taken to Greenacres for repair. It was **resolved** to repair and service the hedge trimmer

c. Village maintenance. To consider ways of maintaining parts of the village.

Parts of the village are looking unkempt due to the current rate of growth. This led to revisiting the possibility of employing a parish lengthman. To be put on agenda for November.

For this season, it was suggested a gardener is employed to cut back and tidy the vegetation at the playground. It was **resolved** to authorise up to £250 for immediate work and then ask a gardener to give a quote for further work later in the year. Councillor Mavin to decide on work required and arrange for a gardener to carry out the work.

A contractor may need to be employed for hedge cutting around the village. To be put on the agenda for September.

The grounds maintenance contract with Green Scythe ends this year. The rate of growth this year suggests that the new contract may need to incorporate a more frequent cutting schedule.

9. Playground and School

Playground – Trevor Stewart has completed some of the outstanding jobs. The annual ROSPA inspection is due. 5 items are booked to be inspected. Clerk will check if the insurance policy requires all items to be inspected or not.

The school is concerned about the proposed development for 44 houses adjacent to it.

10. Civic and Community

a. Update on generator

Cllr Young reported. Generator is in the pump room. All the cabling, 2 sets of emergency lights and the fuel have been purchased. A set of instructions are attached to the generator. The Emergency plan has also been updated to reflect this.

There was a discussion about sanctioning the use of the generator by other organisations. It was **resolved** that established village organisations are able to use it with the permission of the PC.

Thanks were given to Ian Drainer for the work he has done in setting up the generator.

11. Highways and Transport

a. A request for a review of speed limits has been made to OCC Highways department by the Old Prebendal House.

A discussion resulted in the decision that the PC will support Old Prebendal in any application they may make however Old Prebendal to be the lead agency.

12. Communication

a. Update on parish database of e-mail addresses

The database is progressing. A fuller report will be given at the next meeting.

b. Website

The newsletter section needs updating. An archive of previous newsletters was suggested.

Clerk to talk to Graham Matthews with ideas for updating the website.

It was resolved to publish a newsletter in October. Councillors to provide Cllr Matthews with some articles for the next edition by the PC meeting in September.

13. Financial and Administrative Matters

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

i. Lisa Wilkinson	Clerk's Salary and Expenses June 2016	£464.69
	Plus overpaid income Tax	£2.80
	Postage	14.28
	Total	£481.77
ii. Repay Brian Young	Fuel for generator	£26.60
iii. Green Scythe	Grounds Maintenance (May 2016)	£1,122.15
iv. Green Scythe	Grounds Maintenance (June 2016)	£1,122.15
v. Sarah Matthews	Repay for travel to SSE reception	£45.90
vi. Ian Drainer	Supply cables and earthing for generator	£145.62
vii. Repay Brian Young	Portable light for generator (Screwfix)	£39.99

b. Payments received:

Allotmenters	Allotment rent	£10.00
Tesco's	Groundwork grant for allotments	£6,000
HM Revenue & Customs	VAT repayment (Q4 2015-6)	£261.80

c. It was noted that the bank reconciliation has been verified by Cllr Pitman.

d. Quarterly financial statements were received by the councillors.

e. Update on audit

BDO has queried the amount of the reserves held by the PC. An explanation of allocated/unallocated reserves has been provided.

14. Correspondence Received. None.

15. Any Other Issues to Note

- Cllr Matthews attended a SSE reception at the House of Commons. SSE is continuing its scheme and the PC is welcome to apply for another grant.
- CCllr Rose reported that Brandon Lewis has been appointed Minister for Police and Fire.
- Cllrs Mavin, Young and Rigby met the planning consultants for the proposed development next to the school. Concerns about infrastructure, drainage and road safety were discussed.

16. Dates of the next Parish Council Meetings: no meeting in August (unless a Planning and Finance meeting is required), 15th September, 20th October, 17th November, no meeting in December (unless a Planning and Finance meeting is required), 19th January 2017, 16th February 2017, 16th March 2017, Annual Parish Meeting 20th April 2017.

Meeting closed: 8.50pm