

## **SHIPTON UNDER WYCHWOOD PARISH COUNCIL**

Minutes of the Meeting of the Council at New Beaconsfield Hall  
7.30pm on Thursday 16<sup>th</sup> June 2016

**Present: Cllrs:** N. Jagger (in the chair), B. Young, B. Rigby, J. Mavin, C. Arnold, County Cllr R. Rose, District Cllr T. Simcox, **Parish Clerk:** L. Wilkinson, 3 members of public

1. **Apologies for Absence** were received from Cllr B. Pitman and Cllr S. Matthews. There were no **Declarations of Interest**.

2. **Minutes of the Parish Council meeting held on 19<sup>th</sup> May 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 that he is holding a meeting on Monday 20<sup>th</sup> June, with representatives from the Villager to look at funding and how the service can be run without the financial support from OCC. On the Unitary issue the County Council should finish their study by mid-July. There should be more information available at the next meeting.

Cllrs Mavin and Rigby attended a presentation on this Devolution process. No changes will be made before April 2019.

6. **District Councillor's Report**

District Cllr Simcox reported that the Local Plan is being expanded and will be put before the District Council in July. WODC is asking for PCs to identify previously developed plots of land that are suitable for housing development, so that they can be added to a register of Brownfield land for West Oxfordshire. The plan for devolution comes to council in July with a 12 week consultation so it is ready for submission in November. The decision will be made then but not be implemented until 2019.

7. **Planning:**

**a. Planning applications received**

<b>Ref no.</b>	<b>Address</b>	<b>Proposal</b>	<b>Decision</b>
16/01566/FUL	Land north of Gas Lane and Ascott Rd, SUW	Erection of detached dwelling with associated access and landscaping works.	This is the latest proposal for this site. Poor use of land available. Piece of design does not enhance the landscape. Whilst there is no objection to a development it would be preferable if it was developed more in keeping with the surroundings. The view from the street would be a blank wooden wall. The PC objects to this development and if necessary will ask for it to go to planning committee.
16/01914/HHD	1 Bradleys, SUW	Erection of single storey ancillary outbuilding.	The applicant, Graham Matthews explained that he has been through pre-planning with WODC, talked to neighbours, assessed impact on an oak tree and there is no root system on site. No objection.
16/01789/HHD	4 Tothill, SUW	Raise height of existing garage roof to create first floor	This application was received after the agenda was published. To be deferred to the next meeting. An

		bathroom with rear dormer window. Construction of front entrance porch.	extension to the deadline for comments of 22 <sup>nd</sup> July has been received from WODC.
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Cllr Jagger expressed concern about advice given about planning from WODC as there seems to be contradictions in what is approved. DCllr Simcox will talk to the planning officers about this.  
Cllr Young suggested a talk from the Planners so the PC has an idea of where planning policy is at present.

**b. Decisions Outstanding:**

Ref no.	Address	Proposal	PC Decision
15/03128/OUT APP/D3125/W/ 16/3143885	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
APP/D3125/W/ 16/3146351	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.	Comment sent to Planning Inspectorate
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	Comment

**c. Decisions made:**

Ref no.	Address	Proposal	Decision
16/01103/HHD	Fernhill Farmhouse, Shipton Rd, Ascott	Proposed new conservatory, porch and veranda extension to dwelling with new gabled windows and dormer windows.	PC - No objection WODC - Approved
15/02266FUL APP/D3125/W/16/3 144963	15 Meadow Lane, SUW	Planning Appeal for proposed change of use of agricultural land to domestic garden	PC- Object WODC- Refused Appeal upheld and planning permission granted
16/01431/HHD	10 Tothill, SUW	Conversion of part of garage to living accommodation	PC- No objection WODC- Approved

**d. A Community Consultation Event for the proposed housing development next to Wychwood Primary School is being held on Friday 17<sup>th</sup> June at New Beaconsfield Hall, 3pm-8pm.**

This is being held at the request of Shipton PC to ensure Shipton residents are aware of this planning proposal, thus giving residents the opportunity to make comments. A flyer and a letter have been posted through every household in the village.

**8. Environment**  
**a. Allotments**

**i. Allotments Quarterly Report**

A skip has been filled and collected. There is some wood left which will be burnt.

ii. Update on Tesco's grant

Three quotes have been received for work on the pathway and ground for the less abled area. The quotes also include groundwork for the shed. The working group is looking at pricing for an industrial sized metal shed and asked the meeting for ideas on what size of shed is required.

**b. Volunteers**

A new way of encouraging people to come along is needed as a few regular volunteers have left recently.

A teenager has asked to come along to do some work for his Duke of Edinburgh award.

**9. Playground and School**

**Playground.** The new motorbike has still not arrived. Repair to wooden posts and other small jobs need carrying out.

Skate ramp is due to be red oxidised again but the weather needs to improve before this can be done.

**School.** Several times the bus has not arrived. Cllr Rose has agreed to put some pressure on the bus company.

**10. Civic and Community**

**a. Update on generator**

Cllr Young reported that lights and petrol cans have been bought with the remainder of the SSE grant. Ian Drainer will produce two sets of cabling for the generator.

**11. Highways and Transport**

**a. To consider request from the Villager Bus Service for funding support**

In Cllr Pitman's absence the request for funding of £750 from the Villager bus service was summarised by Cllr Jagger. Ascott and Milton have agreed to pay £600 for a year. They want regular updates on passenger usage for their village. There needs to be a discussion on more efficient use of the Villager bus service.

Julia Woolley spoke on behalf of bus users in the village. The 33 Pulham's bus service is being withdrawn so there may be more users on the Villager.

Cllr Jagger proposed that funding of £600 for one year was given to the Villager in two instalments, provided that usage figures and regular updates are provided by the Villager. This was agreed by the councillors and **resolved**.

**12. Communication**

**a. Update on parish database of e-mail addresses**

Cllr Rigby proposed using village group lists to start building a database and the newsletter with a tear-off slip to reply. Residents would be given the option to opt out. It was agreed that Cllr Rigby will proceed with a parish database. Clerk to talk to Graham Matthews about this.

**b. To consider content of website**

The website has been considerably updated this month.

**13. Financial and Administrative Matters**

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

i. Lisa Wilkinson	Clerk's Salary and Expenses April 2016 <b>Amended</b>	540.54
	Less Income Tax	12.60
	Postage	3.85
	Total	<b>531.79</b>
ii. Barry Way	Internal Audit	£175.00
iii. Green Scythe	Grounds Maintenance	£1,122.15
iv. Repay Jill Mavin	Skip hire for allotments	£192.00
v. Repay Brian Young	Screwfix fuel can and lights for generator	£85.95
vi. Burford School	Photocopying Consultation letters for Shipton residents	£17.01
vii. HMRC	Income Tax Q1	£27.80

**b. Payments received:**

Shipton-u-Wychwood PCC	Burial fees	£274.00
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c. It was noted that revised NJC salary scales for 2016-8 have been announced. The new pay scale for the clerk was implemented from the April salary.

d. NALC Parishes 2025 Survey (on what the future of the parish sector might look like). This was completed at the meeting.

**14. Correspondence Received.** Noted.

**15. Any Other Issues to Note**

A discussion was held about changing the date of the July meeting as neither the Chairman or the Vice-Chairman is available for the next planned meeting. Clerk to organise this.

**16. Dates of the next Parish Council Meetings:** 18<sup>th</sup> July (tbc), no meeting in August (unless a Planning and Finance meeting is required), 15<sup>th</sup> September, 20<sup>th</sup> October, 17<sup>th</sup> November, no meeting in December (unless a Planning and Finance meeting is required), 19<sup>th</sup> January 2017, 16<sup>th</sup> February 2017, 16<sup>th</sup> March 2017, Annual Parish Meeting 20<sup>th</sup> April 2017

Meeting closed: 21.00