

SHIPTON UNDER WYCHWOOD PARISH COUNCIL  
Minutes of the Meeting held at the New Beaconsfield Hall at 7.30pm on  
Thursday 20<sup>th</sup> November 2014

**Present:** Cllrs: Jagger (in the Chair), Young, Rigby, Pitman, Mavin. Parish Clerk: Annie Champness

**Members of the Public:** Miriam Owen

1. **Apologies for Absence** were received from Cllr Rose, DCllr Simcox and Cllrs Hogan and Matthews. **Declarations of Interest** – there were none.

2. **Minutes of the Meeting held on 16<sup>th</sup> October 2014** were approved and signed.

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

4. **Public Time.** Nothing was raised.

5. **County Councillor's Report.**

6. **District Councillor's Report.** Was read out.

7. **Planning:**

a. **New:**

**14/01513/FUL 15 Meadow Lane, SUW. Change of use of land to garden, parking area and ancillary environmental works (retrospective).**

The Parish Council discussed this application extensively and agreed that the conditions originally imposed on 15 April 2010 when permission was granted (application no 10/0553/P/FP) should be upheld since the original reasons to do with preservation of agricultural land in that location, highway safety, preventing undue disturbance still obtain. Also an important point of principle is involved namely that WODC should be supported in its enforcement actions and that casual breaches of planning conditions should not lightly be given retrospective permission.

b. **Ongoing:**

**14/1403/P/FP 12 Ballards Close, SUW.** Alterations and erection of single and two storey rear extensions. No objections

**14/1372/P/FP Lilac Cottage, Mount Pleasant, Swinbrook Road, SUW.** Erection of single and two storey rear extension. No objections.

c. **Decisions:**

**14/1342/P/LB Northgate, Shipton Court, High Street, SUW.** Installation of gas fire and flue. No objections. **Grant STC.**

**14/1052/P/FP The Dower House, Plum Lane, SUW.** Erection of extension to existing garage to form garden store and erection of boundary wall. There were no objections to these proposals. **Grant STC.**

**14/1150/P/FP 47 Shipton Road, Ascott under Wychwood,** Erection of two storey and single storey rear extensions. It was decided not to send comment in since this is in AUW. **Grant STC**

d. **8<sup>th</sup> December Meeting, 12 noon in the NBH** – date was noted in case it is needed for planning matters.

e. **Community Assets** – deferred till January

f. **Wychwoods working together**

Cllr Jagger had sent a note about a potential meeting on working together on matters of mutual interest to Ascott and Milton under Wychwood Parish Councils. The note had been received by Milton with enthusiasm. Cllr Jagger reported Ascott would also be interested. It

was agreed to wait till the Sharba Homes application was in and ideally Milton's response had been formulated.

**g. SHMA and Village Plan – to revisit as agreed at the April Meeting**  
Deferred till the January meeting.

## **8. Playground and School**

Cllr Mavin provided the quarterly report on the playground: all is fine. Weeding, pruning, tidying – instead of relying on volunteers we had considered putting it out to contract – to be followed up in March. Cllr Mavin briefed on the Wychwood School all-weather sports pitch, which will cost approximately 75K; it would be for community and school use. Grants are being applied for. Concern was voiced about the impact of any floodlighting and noise on the sports pitch, plus traffic and parking. All these points would need to be considered once an application was made. It is a controversial issue. At the next meeting in January a formal discussion would take place on the PC response relating to planning. Cllr Jagger would meanwhile draft a letter for consideration to be sent to the Head of the School.

## **9. Environment**

### **a. Allotments**

Cllr Mavin reported – all letters have gone out, we are waiting for rents to come in.

### **b. Parish Trees.**

Cllr Young reported. 2 horse chestnuts are in poor shape – a climbing inspection had recently been done on one. Treotech are recommending we go for a 1.5m prune throughout the entire tree, then a 6- monthly inspection of it. Ben was going ahead to get permissions from Nick Dolby of WODC to carry out the proposed work pending a decision. Taking down one had also been considered. Ben Southall of Treotech would discuss with WODC and report back. Any work will hopefully come out of one of the flex days, so there should be no financial impact at the moment. Public safety issues are the power cable and road but not imminently. The matter was to be kept on the Agenda.

### **c. Grass Cutting Contract – Agency Agreement.**

Cllr Young reported. The issues are whether to refuse to sign the OCC document (which provides the basis on which our annual verge grass cutting grant is based) reducing annual cuts to 2, in which case OCC would only cut 2 times. Or we sign, get the grant (based on the 2 cuts) and do it ourselves – this was a prelude to reducing the grant. It was agreed there was little option but to sign, receive what grant was offered and seek to make up the shortfall from the Precept so helping to maintain the present appearance of the grass verges in the village.

## **10. Highways and Transport**

The costs of placing speed checks on Leafield and Swinbrook Roads at £100 each was agreed. The method of calculating the meaning of the figures would be looked at once the figures were in. For instance a calculation of averages did not take account of the real impact of speeding at certain times and frequencies.

## **11. Communication.**

### **a. Newsletter**

The version previously circulated was agreed with a change to the deadline for applications for the Clerk's position, which would now be in January.

## **12. Civic and Community**

### **a. Christmas plans.**

Final plans - N Beales would provide an amplifier (the Clerk to follow this up), Gordon Halliday would ask Bob to join him on the accordion. Electrics, carol sheets (170), buckets, lights had all been checked. The Carol Service Collection recipient would be people based work in the church, confirming the decision made at the last meeting. Cllr Young took over as Chairman for a short period. The Clerk would follow up with Charlie Barrett.

**13. Financial and Administrative Matters**

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

- |   |          |
|---|----------|
| i. Parish Clerk September salary and expenses             |          |
| £500.09   |          |
| ii. SLCC Renewal  | £101.00  |
| iii. Green Scythe October mow                             |          |
| £353.21   |          |
| iv. Green Scythe August Mow                               |          |
| £714.91   |          |
| v. Trevor Stuart Adventure Trail                          | £8287.20 |
| vi. Repay M Cochrane for purchases for <b>compost bin</b> |          |
| £69.24  |          |
| vii. Repay Jill Mavin for stamps for mailing              | £21.00   |
| viii Repay Brian Young for expenses re hedge cutting      |          |
| £22.00  |          |

**b. Donations agreed in October, cheques were signed as follows:-**

- 1 NBH Subsidy: £2,600
- 2 Oxfordshire Association for the Blind: £100
- 3 CPRE Membership: £36
- 4 West Oxfordshire CAB: £100
- 5 Cotswold Line Promotion Group Membership: £10
- 6 ORCC subscription: £65
- 7 Volunteer Link Up: £50
- 8 Wild Garden to be paid in June 2015: £1,000 (for payment in June)
- 9 British Legion Wreath: £100

**c. Precept-**

Formal approval for sticking with the same income figure as last year was given: £29,940. Last year the Parish Precept had been £29,314 with £626 Parish grant (to compensate the Council Tax Support scheme impact on the tax base). The tax base for 2015/16 had not yet been received from WODC, but once it was, the income figure requested would be the total above, allocated between Precept and Grant as necessary.

**d. Clerk replacement**

The Clerk was warmly formally thanked for her work for the Parish Council over the past three and a half years.

**e. Mrs. Pitman as new signatory**

Delegation to the clerk of the necessary paperwork to get signatories to the accounts changed in order to add the new Councillor was approved. While waiting for a new Clerk to be appointed, Cllr Young would take on the RFO role while Cllr Pitman would take on administration.

**14. Correspondence Received.** Was noted.

**15. Any Other Business**

- PCSO Kirstyn was to be moved from the Wychwoods – Cllr Mavin has asked if this decision can be reconsidered since a great deal of knowledge and experience would thus be lost to the village.
- Dog mess – fluorescent spray had been obtained; it is a good deterrent and is being experimented with.
- Cllr Rigby would liaise with Gordon Gillett to have the hedge cutting equipment serviced. The flail mower would be serviced by a volunteer from the allotment users.

**16. Dates of the next Meetings:** December (no meeting unless planning matters come up to be resolved, in which case 8 December at NBH at 12 noon). 2015: 15 January, 19 February, 19 March, 23 April (x 2), May date (1<sup>st</sup> meeting of year for Parish Council still to be agreed).

There being no other business the meeting closed at 8.53 pm.