

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

Minutes of the Meeting of the Council at New Beaconsfield Hall
7.30pm on Thursday 17th November 2016

Present: Cllrs: N. Jagger (in the chair), B. Young, B. Rigby, S. Matthews, J. Mavin, B. Pitman, C. Arnold, **Parish Clerk:** L. Wilkinson, no members of the public.

1. Apologies for Absence and Declarations of Interest

None were received.

2. Minutes of the Parish Council meeting held on 19th October 2016 were approved and signed.

3. Matters arising from the Minutes

None

4. Public Time

None

5. County Councillor's Report

County Cllr Rose reported that he was honoured to represent the County Council at Ypres, Belgium last week. The County Council has started to look at the budget for next February. It should have the same capping regime as last year which is 2%. Assuming that is the case there will be no cuts next year. On Tuesday 22nd November the cabinet will decide on the future of the Household Waste Recycling Centres. No Centres are being closed. Instead there will be reduced opening hours and charges for items such as bathroom units, to save the money needed to keep the seven Recycling Centres open.

6. District Councillor's Report

District Cllr Simcox talked about the draft Local Plan. The proposed 44 houses next to the school have been identified in the SHMA (Strategic Market Housing Assessment) despite this planning application having not yet been decided. However DCllr Simcox believes the PC should still object to this if they want, as the Local Plan is still draft and out to consultation.

DCllr Simcox has discussed Neighbourhood Plans with planning officers. From a planning point of view a Neighbourhood Plan is only needed if you want more houses than the Local Plan is giving you. The Local Plan takes precedent and can overrule a Neighbourhood Plan.

7. Planning:

a. Planning applications received

Ref no.	Address	Proposal	PC Decision
16/03406/HHD	4 Willis Court, SUW	Single storey rear extension	No objection
16/03527/FUL	Tall Trees Care Centre, Burford Rd, SUW	Erection of a building to house boilers.	No objection
16/03657/FUL	Berwyn, Milton Rd, SUW	Conversion and extensions to garage to provide separate dwelling.	No objection

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
16/03297/FUL	Court Farm, Mawles Lane, SUW	Construction of detached family home with associated garden store, car ports and pedestrian access onto High Street.	Object
16/03200/FUL	Fourwinds, Burford Rd, SUW	Construction of extension to track and changes to gateway.	No objection

c. Decisions made:

Ref no.	Address	Proposal	Decision
16/02506/HHD	26 Sinnels Field, SUW	Single storey kitchen extension. Convert the existing loft with three dormer windows to the rear.	Application withdrawn
16/02475/FUL	Berwyn, Milton Rd, SUW	Conversion and extensions to garage to provide a separate dwelling.	Application withdrawn

d. To discuss concerns raised by residents about planning application 15/03438/HHD 4 Evenlode Cottages

Concern has been raised by residents, about the light from the large windows on the extension shining onto the Green. Cllr Mavin has spoken to the householders who have agreed to put up blinds. It was agreed to investigate planting a tree in front of the extension.

8. Environment

a. Allotments

i. Update on Tesco's grant

A request to buy four trees for the orchard was agreed. It was **resolved** to spend up to £150 on trees and planting materials.

It was **resolved** to pay Patrick Loughran £40 for mowing the orchard.

ii. To consider quotes for extending the road to the container.

A quote for £1,680 has been received to extend the road up to the container. Cllr Arnold to obtain two more quotes for this work.

b. Volunteers

No update

c. Village maintenance

i. To consider request to replace bench on village green.

It was agreed to purchase a 1.5 metre bench at around £300. The clerk will look into using James Arthur Willis Trust money for this. To be purchased in February. Clerk to ask the Cricket Club if they would like the old bench.

ii. Update on parish noticeboard

The noticeboard and rotten posts have been taken out. The normal noticeboard is currently being used. Prices of between £500 and £1000 for various sizes of noticeboards were discussed. It was decided to use the current noticeboard for the time being. Cllr Young will purchase locks to prevent other people covering up PC information.

d. To consider street lighting on the Abbeymills development on High Street.

The village is currently on timed lighting. The PC would like to ensure that this development remains in keeping with this policy. Clerk to inform the developers of the dark skies policy and request a sighting of their plans. The PC can then work with the developers to achieve a lighting solution.

e. Burial Ground

The PCC has asked the PC to nominate someone to manage the burial ground. The agreement between the two states that the PC maintains it and the PCC administers the land. A copy of the agreement has been sent to the PCC.

9. Playground and School

a. To discuss purchasing a new rubbish bin on the recreation ground.

Cllr Mavin reported that the rubbish bin near Meadow Lane needs replacing. Quotes have been received for both metal and strong plastic bins. New Beaconsfield Hall has agreed to contribute to the cost. It was agreed that up to £100 could be spent on a plastic bin. Cllr Mavin will ask if Chris Fitzpatrick could install it.

b. To consider the use of the flashing lights outside the school

Cllr Mavin explained that now there is no school crossing patrol outside Wychwood Primary, the flashing lights are no longer being used at school times. The school would like them to come on automatically. C.Cllr Rose explained that the lights are part of the street lighting mechanism. A timer is not possible because of days when the school is closed. The school would need to be responsible for switching them on or off with a key. C.Cllr Rose will confirm this with Highways.

10. Civic and Community

a. To discuss the Neighbourhood Plan

Cllrs Matthews and Pitman attended a meeting with Charlbury to learn more about developing a Neighbourhood Plan. Cllr Matthews reported that Charlbury has spent very little on their Neighbourhood Plan as they have received grants. A Neighbourhood Plan gives the local community a chance to have a say in their community. It has to work within the Local Plan but allows more detail.

There was a long discussion on the pros and cons of drawing up a Neighbourhood Plan. Whether to pursue a Neighbourhood Plan or not was put to the vote. In favour 3, against 4. The PC decided on balance to postpone for the time being progressing further work on a Neighbourhood Plan until the Local Plan published by WODC in draft had been approved and its implications assessed.

Thanks were given to Cllr Matthews for all her work on this issue.

b. To consider the consultation on removal of phone boxes

BT has opened up a consultation on removing phone boxes in the village: outside the telephone exchange and on Fiddlers Hill. The PC has an option to buy these for £1. There was discussion on whether a defibrillator is needed on Fiddler's Hill, which could be put in the phone box. Cllr Mavin to ask Penny Campbell if she would like to fund raise for this.

c. To consider request from Wychwood Football Club to use portable floodlights on the recreation ground during the winter months.

The football club has asked to use portable floodlights on the recreation ground during the winter months for two evenings a week, no later than 8pm. This was approved on the understanding that the lighting would not be directed at surrounding housing and would not be in use after 8pm.

11. Highways and Transport

Signs saying slippery road are now on A361 by Upper End. C.Cllr Rose to find out if the requested friction test has been carried out.

12. Communication

a. The newsletter has been printed and is ready to be delivered.

b. To consider content of the website

Cllr Arnold and the clerk met with Graham Matthews to discuss website management. Mr Matthews is happy to continue updating the website for the PC. Cllr Arnold has provided him with her ideas for the volunteers' page. Clerk to ask Mike Watson if he is willing to update the website if Graham Matthews is away.

Carol service needs to be added.

13. Financial and Administrative Matters

a. Payments were authorised as follows:-

i. Lisa Wilkinson	Clerk's Salary and Expenses September 2016	£545.78
	Less Income Tax	£12.60
	Less Employee's pension	£4.25
	Ink cartridges (Viking)	£70.19
	Total	£599.12
ii. Nest	Employer's Pension	£10.62
iii. Reimburse Carole Arnold	Teak oil/brushes (maintenance by volunteers)	£88.23
iv. Green Scythe	Grounds Maintenance (September)	£1,122.15
v. CPRE	Membership renewal	£36.00
vi. SLCC	Membership renewal	£74.50
vii. OALC	Training course for clerk and councillor	£84.00

viii. New Beaconsfield Hall	Annual donation	£2600
ix. Royal British Legion	Memorial Wreath	£100.00
x. Lady Reade Educational Foundation	PC Donation	£250.00
xi. Cotswold Line Promotion Group	Membership renewal	£10.00
xii. Burford School	Newsletter printing	£79.44

b. Payments received:

Allotmenters	Allotment rent	£100
Sipton PCC	Burial fees	£1112

c. To consider the appointment of a new internal auditor.

A new internal auditor is required. The clerk has one possibility. Cllr Arnold to put the clerk in touch with another, based in Woodstock so is more local.

d. To authorise payment of clerk's salary for December in case no December PC meeting is held.

This was authorised.

There was discussion about whether the clerk can be delegated to respond to WODC on planning issues for August and December when there is no set PC meeting, as stated in the standing orders. Clerk will check this with OALC.

14. Correspondence Received. Noted.

15. Any Other Issues to Note

- Cllr Pitman informed the PC that the notice about the parish grant has been received. Whilst the precept has been increased by 2%, the effect of the figures means that the tax rise has increased by 1.56%.
- The flooding on Chapel Lane was reported on Fix my Street and it has now been fixed, with two gullies having been put in.
- Concern was raised about parking along High St where the Abbeymills development is, as cars are unable to pass. Cllr Pitman has spoken to the developers about this.
- Recent flooding on Court Close will be reported to Fix my Street by the clerk.
- Update on Christmas arrangements:
 - The tree has been ordered and will be delivered to Mr Cochrane's yard
 - Tree to be put in place on 10th December
 - Gordon Halliday has agreed to provide music
 - Nigel Beales has agreed to provide the lights and P.A.
 - Cllrs will take the collection buckets around
 - Cllr Young has repaired the Christmas carols sign
- Consultation end date for the draft Local Plan is 23rd December. Cllr Rigby will respond to this, supporting the Plan.
- Sipton alerts- the next e-mail will contain the newsletter and information on consultations for the Local Plan, care homes and removal of payphones by BT.
- The broken Courtlands road sign will be reported to Fix my Street, by the clerk.
- Mini NAG met due to concern about speeding in Milton. Groups of PCs are joining together to buy a speed gun.

16. Dates of the next Parish Council Meetings: 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: 9.40pm