

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

Minutes of the Meeting of the Council at New Beaconsfield Hall
7.30pm on Thursday 15th October 2015

Present: Cllrs: Jagger (in the chair), Pitman, Matthews, Mavin, DCllr Simcox, CCllr Rose

Cllr Hogan has handed in his resignation. A new member needs to be co-opted.

1. **Apologies for Absence** received from Cllr Young and Cllr Rigby. There were no **Declarations of Interest**
2. It was **resolved** that the Minutes of the Meeting held on 17th September 2015 were accepted and signed.
3. **Matters arising from the Minutes**
None
4. **Public Time**
No members of public present
5. **County Councillor's Report**
CCllr Rose, Cllr Jagger and a safety engineer will meet in November to look at possible traffic calming measures at the junction of A361/Upper End.
Oxfordshire Together encourages Town and Parish Councils to take on responsibility for services such as roads in their area.
6. **District Councillor's Report**
The Cabinet agreed to go ahead with £1.25 million savings from the District Council's ICT system by amalgamating with Cotswold, Forest of Dean and Cheltenham boroughs. HR and payroll already have shared services.
The Local Plan is up for public scrutiny in November. The Government announced last week that if Councils do not have a Local Plan the Government will put one in for them.
7. **Planning:**
a. Planning applications received

Ref no.	Address	Proposal	PC Decision
15/03299/OUT	Land north of Milton Road, SUW	Erection of 5 new dwellings and School/Community car parking area	Strong objection as the proposal erodes the separation and individual character of Shipton and Milton. The dwellings would be too close to the sewage farm. There is a precedent where the application to extend Hoplands on the Milton side was refused on the grounds that it eroded separation. If the planning officers approve this application, Shipton PC would like it to go to committee.

b. Decisions Outstanding:

Ref no.	Address	Proposal	PC Decision
15/03132/FUL	Shaven Crown Hotel, High Street SUW	Erection of detached dwelling and garage	No objection
15/02852/HHD	16 High St, SUW	Removal of existing derelict outbuildings. Erection of extension to include the lowering of a window on the existing building, the addition of a door on the existing building and the addition of two windows on the existing building.	Noted
15/03128/OUT	Land south of High Street, Milton-u-Wychwood	Erection of up to 62 dwellings, landscaping including change of use, formation of footpath and creation of ecological enhancement area, and ancillary infrastructure and enabling works.	Object

c. Decisions made:

Ref no.	Address	Proposal	Decision
15/02911/HHD	15 Littlebrook Meadow Lane, SUW.	Part garage conversion and rear single storey extensions.	WODC – Approved STC
15/02948/HHD	8 Littlebrook Meadow, SUW	Proposed single storey rear extension	WODC – Approved STC
15/02893/HHD	Shaven Cottage, High St, SUW.	Alterations and erection of single storey rear extension and canopy over front door.	WODC – Approved STC
15/02597/HHD	Orchard House, Leafield Rd, SUW	Single storey front extension.	WODC – Approved STC
15/02597/FUL	Old Forge Cottage, High St, SUW	Amendments to previously approved application Ref: 12/1738/P/FP	WODC - Approved STC

8. Environment

a. Allotments

The majority of annual allotment rents have been received prior to the Parish Council meeting.

9. a. Playground

Behaviour of youths in the playground has been handled by a parent and seems to have improved.

b. School

Parking questionnaire is to go out to parents.

Cllr Mavin gave an update on the proposed all weather pitch.

10. Civic and Community

a. Carols Round the Tree collection recipient to be decided

It was **resolved** that this year's collection would be for the benefit of youth groups that meet in New Beaconsfield Hall.

b. To agree preparations for Christmas

The Christmas tree is to be erected on Saturday 12th December. Arrangements such as music and the service, were discussed.

c. Scottish and Southern Energy Resilient Communities Fund.

An application for an emergency generator for the village has been submitted.

d. To consider preparing a Neighbourhood Plan

Miriam Owen suggested to Milton and Shipton Parish Councils that it would be worth undertaking a Neighbourhood Plan as a Wychwood Working Together project as the villages share infrastructure and services. A Neighbourhood Plan gives structure to a PC's response to a proposed development. It was **resolved** to invite Miriam Owen to make a presentation to Shipton Parish Council about Neighbourhood Plans in January.

11. Highways and Transport

a. Update on A361/Upper End traffic calming measures

A meeting will be held later in November to discuss this issue.

12. Communication

a. Confirm newsletter for printing and distribution

Items were finalised. It was **resolved** to get this printed before the next meeting at an estimated cost of £60

13. Financial and Administrative Matters

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

i. Lisa Wilkinson	Clerk's Salary and Expenses September 2015	£509.77
	Panda Security Protection Renewal for laptop	£40.69
	Stamps for allotment mailing	£32.40
	Total:	£582.86
ii. Green Scythe	Grass Cutting for August	£811.99
iii. Oliver Jacques	Repay overpaid allotment rent	£10.00
iv. M. J. Webb's Gardens Ltd	Weeding of playground x 2 hours	£36.00
v. Viking	Printer cartridge and stationery	£78.17
vi. Bartha Pitman	Mileage claim for training course	£21.40
vii. Thames Water	Allotment supply	£5.33

b. Payments received:

None

c. Donations

Donations resolved:

- i. New Beaconsfield Hall subsidy - £2600
- ii. Memorial wreath - £50
- iii. Oxford Playing Fields Association - none this year
- iv. Vicar's Discretionary Fund - £100
- v. Wychwood Youth Club - £150
- vi. Shipton Cricket club - £200
- vii. Enrych Oxfordshire - none this year
- viii Chipping Norton Theatre's Big Night Out - none this year
- ix. Wychwood Project - none this year

x. Other donation requests: Lady Reade Educational Trust to be discussed at November's meeting.

d. 2nd Quarter Financial Report

See under Precept

e. Precept. Councillors to consider next year's precept

There is a £2000 underspend according to the half year budget; to be moved to the maintenance budget. The PC assumes that the grass cutting grant will no longer be received for 2016/17. There is likely to be an increase in maintenance on the allotments.

There is currently 2 years expenditure in the reserves although a proportion of the reserves need to be used as a playground sinking fund. It was resolved to use £5000 for playground reserves. The tree maintenance budget will be reduced (as resolved in September's meeting) A discussion was held on whether the PC will have to pay for traffic calming measures in future and if this should be reflected in the precept. The precept will be put on the agenda for November for further discussion.

f. Update on Parish insurance (Cllr Matthews)

Shipton RF and VH Charity were concerned that they did not have insurance in place for issues which may arise such as the tennis court wall. They were unsure if this was the PC's

responsibility as custodian trustees. It has been agreed that Shipton RF and VH Charity and the Parish Council have insurance so everything is covered.

14. **Correspondence Received.** Noted
15. **Items to Note;**
Cllr Matthews attended the Oxfordshire Together meeting
Capital assets register updated.
16. **Dates of the next Parish Council Meetings:** 19th November, 21st January 2016, 18th February 2016, 16th March 2016 and 21st April 2016

Meeting closed 9.05pm

Lisa Wilkinson
Parish Clerk