

SHIPTON UNDER WYCHWOOD PARISH COUNCIL
Minutes of the Meeting held at the New Beaconsfield Hall at
7.30 pm on
Tuesday 15th October 2013

Present: Cllrs Watson (in the Chair), Matthews, Mavin, McConnachie, Rigby, Young, Parish Clerk: Annie Champness.

Member of the Public: Mr Simpson (for items 4 and 7a)

1. **Apologies for Absence** were received from Cllr Jagger and Cllr Rose. There were no Declarations of Interest.
2. **Minutes of the Meeting held on 17th September 2013** were approved for signature.
3. **Matters arising from the Minutes.** A letter from the school head re parking which expressed sympathy and described as much action as the school could encompass was noted. The letter went on to say it would be helpful if the parish council also contacted the police regarding this matter on the grounds that if enough people complain, the police might intervene.
4. **Public Time.** Mr Simpson spoke about widening the access on Milton Road and Solar Farm planning conditions. All solar farm supports have been painted black. There were 2 omissions in the landscaping brief: 2 hedges were not fitting correctly (this was a clerical mistake) - the matter will be addressed and sorted out this season. The current application is relating to part of a current agricultural holding. Discussions had been going on with Highways about the safety of widening the access since the site had originally been purchased. It should be noted that regardless of farm traffic, Thames Water has unrestricted access to the site. No greater traffic impact than at present is anticipated. It is difficult to turn modern vehicles and trailers onto Milton road - whether coming in or out - safely. Proposed traffic is 2 tractors or trailers per week (as at present).
5. **County Councillor's Report.** Was noted and is included as an annexe. The Clerk was asked to obtain the current year's budget from which cuts have to be made to make attendance at roadshows useful. Cllr Jagger could go to the Witney meeting, Cllr Rigby could go to the November one - if relevant information is available.
6. **District Councillor's Report.** There was none.
7. **Planning:**
 - a. **New:**
 - 13/1313/P/FP Widening of existing access and access road, Land at Milton Road, SUW.** C.f. comments at 4. above. A vigorous discussion took place about safety. The Council has concerns about the impact on traffic and pedestrian safety on Milton Road near the school. However if this application is supported by Highways on safety grounds, the Council would have no objection.
 - 13/1356/P/FP Erection of rear conservatory, Four Furlongs, Leafield Road, SUW.** There were no objections.
 - 13/1373/P/LB Internal alterations to convert bedroom to family bathroom. Shipton Court, High Street, SUW.** There were no objections.

The following applications had come in after the Agenda was published and so were discussed, then delegated to the Clerk for a decision, based on discussion as indicated:-

13/1413/P/FP Yew Tree Cottage, Burford Road, SUW. Erection of two storey side extension. There were no objections.

13/1421/P/FP 6 Mount Pleasant, Swinbrook Road, SUW. Removal of conservatory and erection of two storey rear extension, new front porch and insertion of dormer window to elevation. There were no objections.

13/1438/P/FP 43 Sinnels Field, SUW. Alterations and erection of single storey rear extension. The Councillors would look at documents once available, then send comments to clerk (delegated to her once discussion has taken place).

13/1450/P/FP Nutberry Hill, Mawles Lane, SUW. Conversion of existing barn to dwelling. To be discussed further once documents are available and the clerk informed.

b. Ongoing:

13/1229/P/FP Coldstone Farm, Leafield Road, SUW. Demolition of modern agricultural buildings. Erection of dwelling and alternations to traditional agricultural buildings to provide stables, car parking and ancillary accommodation. Letter of no objection sent.

c. Decisions:

13/0960/P/FP Nutberry Hill, Mawles Lane, SUW. Erection of double garage and alterations to driveway. **Letter of no objection sent. Grant STC**

13/1187/P/FP Land off A361. Construction of new vehicular access. Letter of objection sent. **Refused.**

13/0958/P/FP Nutberry Hill, Mawles Lane, SUW. Erection of a detached two storey dwelling with associated garaging, drive and turning area. The PC had no objections. **Grant STC**

d. Parish Survey of Rural Facilities Survey

The questionnaire had been responded to.

e. Petition for Amendment of National Policy Planning Framework (item deferred from August Meeting till after Jon Westerman's Visit). It was agreed to do nothing.

f. To agree any action flowing from Jon Westerman's visit. No further action was to be taken.

8. Playground

Cllr Mavin reported there was no progress on signs for the playground and basketball court. She will report when there is progress. The monthly safety checks had been done.

9. Environment

a. Street Lighting. There was no report from Cllr Rose on progress re getting lights put on part timers and whether some can be removed altogether (possibly based on the April 2011 report, separately circulated). A petition had been forwarded to Cllr Rose from Plum Lane residents requesting that some lights be removed/turned off. Subsequent to the meeting OCC Highways have confirmed they will progress the installation of timers on all non-essential street lights.

b. Winter Preparations. Cllr Watson had spoken to Paul Wilson - salt bins site surveys have been done; they are expecting to install end of this month/early November, and expecting salt to arrive after the next 2 weeks - we will be notified and post invoiced so there will be no need to pay up front. Gritting routes and salt bin location maps have been updated by Cllr Watson with Paul Wilson.

c. Allotments: Rent collection letters and documentation have been prepared and would be issued shortly.

10. Highways and Transport

- a. **Transport Needs Survey.** Cllr McConnachie reported. 10% had replied. There was useful and interesting information. There was little or no interest in community transport. There are no predetermined targets in this area, so this is a genuine needs based survey. Railbus is under threat especially the C1 early morning bus to Charlbury station is probably going to be cut. Cllr McConnachie would draft a formal response. The 233 Sunday service is hardly used. One answer he has suggested might be to persuade First Gt. Western to stop at Shipton station more than once in the morning. A response was needed in advance of the 15th November.

11. Civic and Community

- a. **Wychwoods Working Together** - Supportive responses by email had been received. It was suggested that we combine on the speed issue outside the school. Cllr Mavin proposed going to the Milton meeting to sit in. She reported from the NAG (Neighbourhood Action Group)- that all those responsible for vandalism in Milton have been arrested. PCSO K Tyrer has been doing a very good job and was responsible.
- b. **Library** - 22 and 29 October had been proposed as possible meeting dates but were not yet confirmed. More information is needed on genuine costs and what other parishes may be prepared to contribute. This would be further discussed as part of the precept formulation. Cllrs Mavin and Young will represent the parish council.
- c. **Oxfordshire Community Network.** It was decided not to proceed with this.
- d. **Defibrillator** - the presentation from Rachel Tompkins, Emergency Medical Technician, South Central Ambulance Service about what is involved in housing and using the device was cancelled and deferred to November since Rachel had to cancel owing to illness. Locations were discussed - these would be finalised once we have heard from Rachel.
- e. **Christmas Plans** - steps needed now were agreed including: inviting the Vicar (Cllr M), Accompanist (Cllr M), Amplification (AC), Contact Bruern re tree (AC). Delivery to be requested on 10, 11, or 12th, with the tree being put up on 14th December. Charlie Barrett to be approached re helping with his tractor, Cllr Mavin will talk to Malcolm re use of his yard.
- f. **Neighbourhood Watch.** It was noted a briefing would come next month.
- g. **15 January 2014 was noted as the closing date for entry to primary school admission.**

12. Communication.

- a. **Newsletter.** the newsletters were produced and ready for distribution.

13. Financial and Administrative Matters

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

1	Playsafety RoSPA Annual Inspection	£170.40
2	Playdale Mending City Springer	£18.10
3	Thames Water - Allotments	£13.55
4	Viking: Stationery	£74.69
5	Parish Clerk September salary and expenses	£687.67
6	Green Scythe September grass cut	£602.90

- b. **Local Funding Opportunities.** Carried forward to November.
- c. **Precept Discussion and Preliminary Budget.** Cllr Watson reported there is no information available as yet from WODC. He is expecting a slight loss this year. Discussion around how to respond to austerity measures and how to deal with this via a substantial precept increase would be needed.
- d. **Carols Round the Tree Beneficiary.** The choice of the local branch of CAB was noted.
- e. **To agree contribution of approximately £150 as thanks to volunteers (to help with refreshments for end of year party)**

f. Donations to local organisations as follows were agreed:

1	ORCC	£65	
2	Wychwood Project	(to cover membership + gift)	£100
3	Home Start		£100
4	ENRYCH Oxfordshire	£100	
5	Oxfordshire Association for the Blind	£100	
6	New Beaconsfield Hall	£2600	
7	Lady Reade		£300
8	British Legion	£100	
9	Oxfordshire Playing Fields Association	£35	
10	Cotswold Line	£10	
11	Wychwood Wild Garden (paid in July)	£1000	

14. Correspondence Received. Was noted.

15. Any Other Business

Treetech contract carry-forward day is being used on New Road - trimming overhanging trees and tidying up damage. A survey of village tree stock will be done next Tuesday.

Re-use of the redundant bench on the village green was raised - one idea was to put one in the allotments field. It was confirmed it had been offered to the cricket club as agreed in the February Minutes.

The invitation from Highways for a walk round would be put to the Chairman on his return.

1st WW remembrance - Cllr. Rigby will bring proposals to the January meeting.

Cllr Mavin will lay the wreath on behalf of the parish council.

Dates were to be considered between 27 May and 31 July for the Annual Parish Meeting.

The intent would be to issue an Annual Report as this Council.

16. Dates of the next Meetings: 19 November, 17 December. **2014:** 21 January, 18 February, 18 March, 29 April, 27 May (Annual Meeting of the Parish Council - had to take place between 27 May and 10 June). Parish Annual Meeting Date To be Advised (must take place between 27 May and 31 July).

There being no further business the meeting ended at: 10.01.