

SHIPTON UNDER WYCHWOOD PARISH COUNCIL
Minutes of the Meeting held at the New Beaconsfield Hall at 7.30pm on
Thursday 16th October 2014

Present: Cllrs: Jagger (in the Chair), Young, Pitman, Mavin, Matthews. CCllr Rose, DCllr Simcox, Parish Clerk: Annie Champness

Members of the Public: Ian Drainer, Adam Lock

Bartha Pitman was welcomed as a new Councillor.

1. Apologies for Absence were received from Cllrs Hogan and Rigby. **Declarations of Interest:** there were none.

2. Minutes of the Meeting held on 18th September 2014 were approved and signed.

3. Matters arising from the Minutes. The correct description for the decision to grant application **14/0667/P/FP** was 'Loft Conversion including insertion of two dormer windows'. And this is the version that was supported by the Parish Council. This had previously been reported in the June Minutes as 'Loft conversion including insertion of front & rear dormer windows and first floor extension over existing bedroom. Construction of new entrance lobby.'

4. Public Time.

Mr. Drainer (ID) spoke: residents in Leaffield and Swinbrook Roads want the PC to fund monitoring of vehicle speeds in their roads. Mr. Drainer had taken on the Neighbourhood Watch coordinator role and as a result of door to door meetings found a common thread of concern was vehicle speeding (with the resulting danger to children, dogs and vehicles). No feedback had been received from representations made to the PC in February by Adam (we subsequently found this was February 2013, not 2014 as was thought at the meeting). ID is also a member of the Neighbourhood Action Group where the main issues are also speeding. Everyone in Swinbrook and Leaffield Roads had been canvassed and petitions asking for action signed. They said a speed monitoring device can be hired which will show whether there is a problem with speeding vehicles in these roads. The cost would be: £150.00.

CCllr Rose reported that a survey had been done 26 June - 9 July 2013 after a request at the June meeting that year. Not enough evidence was found to warrant expensive measures to be put in place. It seems the results had not been publicized. The matter came up again and was referred to in the July 2014 Minutes. Residents requested that the results were forwarded to them and put on the website and the PC undertook to do this. CCllr Rose suggested complaining to the police as a deterrent. Cllr Jagger raised the possibility of white gates and said costs would be investigated. The 30 MPH sign on the road can be re-painted - CCllr Rose would investigate.

5. County Councillor's Report included: Milton Road drainage (which would be part of Q4 work), the footpath near the railway bridge (to be tackled when the rail is electrified in 2019), and Milton Road re-surface (due in Q4). Further: the budget process has started, more cuts are on the way. The problems are great with extra demand all the time, for instance the number of children in care has risen by 40%. Last year information on the Parish Grant was received too late to plan the budget and Precept Requirement. No information will be available in time this year either to help the PC to plan. CCllr Rose is producing a newsletter to explain the criteria for the new sheltered housing in Milton (there will be 44

flats) - we will be sent a draft. They will be offering a meals on wheels service and possibly a daily restaurant but don't want to conflict with the service provided by the NBH day centre on Thursdays.

6. District Councillor's Report

DCllr Simcox had spoken with people about the Sheltered Housing development in Shipton Road Milton - of the criteria for residency/purchase the 3rd criteria on the list is a local connection, so priority would be given to those connected to the area. He had visited Mr Willson re planning application 14/1220/P/FP. The Planning officers were minded to refuse so it was not necessary to escalate the matter to committee. The proposals were more intrusive than had appeared on the plans. A 5-year land supply has been secured in the latest version of the Draft Local Plan for enough houses to meet the needs identified. 700 houses have been approved in Carterton. This would provide an extra level of defence in relation to the proposed Milton Development. He will look into further into Bowerham plans.

DCllr Simcox had also looked into how much assistance is available to the Parish Council from West Oxfordshire District Council for implementation of the new planning computer system. There will be a grant of up to £150 to cover up to half of the cost of implementation, eg of buying a projector.

7. Planning:

a. New:

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

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

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

b. Ongoing:

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.

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 A UW.

c. Decisions:

14/1197/P/FP 27 Littlebrook Meadow, SUW. Erection of single storey extension to form utility area, wood store, bin store and tool shed. There were no objections. **Grant STC.**

14/1220/P/FP Nutberry Hill, Mawles Lane, SUW. Conversion of existing barn to dwelling (Amendments to Planning Permission 13/1450/P/FP to allow the insertion of three rooflights to South roof). The Clerk was to ask the matter goes to committee rather than being left to the planning officer - there is potential for bedroom to bedroom views as well as sound disturbance. **Refused.**

14/1242/P/FP Unit 7, Wychwood Business Park, Milton Road, SUW. Installation of storage container to replace retrospective container. There were no objections. **Grant STC.**

d. 21st June roadshow at Milton Village Hall about the proposed housing development in Milton and Upper Milton.

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. The PC will wait to hear what the other 2 parish councils propose.

e. SMHA (Strategic Market Housing Assessment) and Draft Local Plan Response.

An update on progress would be put in the newsletter.

f. Cllr Matthews reported on attendance at a recent course on planning software

WODC are looking for volunteers to work with new software, which should be available end October. The two purposes are to save money (current costs are £70K pa); out of savings grants will be given to help PCs; also to provide more updated information as and when it comes in (eg other responses such as from Highways,). A Demo was given: it is user friendly with clear information. PCs and the public can sign up for email alerts, and for changes to any particular Applications being followed. It is Web based, so no software has to be installed. Instead of paper plans it is suggested a projector attached to a laptop can be used together with a screen for projecting the plans. An interest in a grant would be registered by Cllr Matthews and she would ask a representative to come and present to the PC.

8. Playground

Annual RoSPA inspection report - Cllr Mavin reported action had been taken to reduce the high risk reading for the skate board area and to undertake other jobs highlighted by the report. A 22 High Risk figure had been given for the skate board area (the maximum should be 20). The waste bin is dangerous: WODC had brought a new one in days. Also a new sign is being provided. Soil and detritus under the pyramid ramp was cleaned up immediately. The crack in the ramp has been completely scoured, cleaned out and filled. Cllr Hogan is doing some research into an appropriate resin, which will expand and contract and will last longer. At the moment scooters' wheels could get caught. The crack in the concrete will be attended to next year when there is a spell of good weather. Until then it will continue to deteriorate. The RoSPA Inspector had said it would be all right to keep the area open for use. Cllr Mavin would double check on this. Also Cllr Mavin reported on an accident that had occurred on the 1st October. A little girl had hooked her leg over the slide as she came down it and her mother had noticed bleeding round the genital area. She was taken straight to Chipping Norton hospital and no problem was found. Cllr Mavin checked immediately - there was no catch or snag at all on the slide - there was no obvious cause. She got back to the mother to explain, suggesting possibly there was something in the sand and the mother was invited to meet at the playground to go over the slide but nothing more had been heard. An accident report had been filled in. Once the Minute has been approved by Cllr Mavin, a copy of it plus her report would be sent to insurers for their records.

9. Environment

a. Allotments

Cllr Mavin reported that Rule 15 had been amended to cover bonfires a bit more broadly after some friction on the matter. It had been difficult to tell who, if anyone, was at fault over the complaint over the bonfire. The Allotments register is up to date so the Clerk can now process the paperwork. Cllr Mavin would help with distribution as last year. A fruit tree was to be replaced at £20 to be paid for by the PC.

b. Treotech Contract -

Cllr Young reported. Progress on New Road had been good. On Monday there had been the annual walkthrough inspection. Most trees are low risk, only needing formative pruning. There were only 2 main issues: immediately the horse chestnut in the sports field corner (it may have to come down in the next 5 years): a climbing inspection had been done 2 years ago and concern continues; there is die back in the top and side of the tree, and the weight is over the road so it is high risk. Inspection/work is needed. The other is by the kissing gate - what to do with growth round the bottom. The tree cannot be adequately inspected because of the growth. A thorough inspection would be done at the end of the 3-year contract. Flex days: 2 for this year were still available. 1 day will be used to look at the horse chestnut and carry out any high priority work, if any time is left, to do formative pruning, leaving 1 day for any winter emergencies. 2 trees had been offered to the Wild Garden (WG) as agreed at the last meeting. The WG is very thankful and wanted their thanks to be registered.

10. Highways and Transport

c.f. debate under public time above.

11. Communication.

a. Next Newsletter due mid November.

It was agreed to vet the draft and agree wording by email. The printed version could then be brought to the November meeting for distribution by Councillors.

b. Use of Google Groups

To be left fallow for now.

12. Civic and Community

a. Christmas plans.

Saturday 13 December was selected as the date for putting the tree up at 9.30 a.m. Bruern for the tree, Charlie Barratt for help putting up the tree, Malcolm Cochrane (MC) for storage in his yard to be contacted by the Clerk for their help as hitherto. Cllr Young would check the electricians the week before (and get keys from Mike Watson). Gordon Halliday and Bob Forster would be asked to provide music by Cllr Mavin. PA system to be booked by the Clerk. Cllr Mavin would approach the vicar to officiate. Song sheets were with Mike Watson. Buckets in the Shaven Crown. The sign too. MC has wedges etc. Cllr Young would check all these.

a. To agree thanks to Volunteers.

It was agreed to provide £100 to support a social occasion of thanks to be organized by G Gillett.

13. Financial and Administrative Matters

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

- i. Parish Clerk September salary and expenses
£560.92
- ii. Repay G Gillett Volunteer T shirts costs of
£78.30
- iii. BDO Audit Fee £276.00
- iv. Library subsidy - approved in September, invoice yet to be received
£983.65
- v. Green Scythe Sept mow £714.91

b. Donations were agreed 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
- 9 British Legion Wreath: £100

c. Carols round tree collection recipient to be decided

It was agreed support should be given to the church: it is an important part of our community and its 900th Anniversary is coming up. The donation would go to something other than fabric. The Parish Council was very conscious of the care given by the vicars to the local community and they would like the donation to focus on people rather than fabric and a specific cause if possible as this would also appeal to donors at Carols Round the Tree. Cllr Mavin would talk to the Vicar to explore options.

d. Audit

The Annual Return was formally approved and accepted together with the issues arising report (to do with how capital assets are noted and powers to spend recorded) and the plan to change the accounts preparation process accordingly for 2014/15.

e. Precept-.

The Councillors discussed options after Cllr Young presented the budget for 2015-16, assuming an unchanged precept, which had to be based on presumptions (for instance it was not clear what WODC would pay towards grass cutting next year, nor what the Parish Grant would be). With these provisos, it looked as though there would be a surplus of £3,877 for the year. Given the financial constraints everyone in the village is facing, and the fact that there had been a prudent uplift last year, it was unanimously agreed not to increase the precept request this year.

14. Correspondence Received. Was noted.

15. Any Other Business

There had been a complaint about dog mess at the beginning of Meadow Lane. Posters will be investigated and a piece put in the newsletter to encourage owners to be more considerate.

A provisional planning meeting date in December was set at 12 noon on the 8th December. The Clerk was asked to book the NBH conference room.

Community Assets: after discussion at the recent planning software meeting, Cllr Matthews had been advised that the next step is to fill in forms and to go and consult with WODC. The decision needs to be made about whether to go ahead with this. The areas to be considered are: Bowling Green, the Shop, Diggers Wood, Cricket Club, Wild Garden. The item would be on the next meeting's Agenda.

Plastic gates: several sites were to be investigated with costs.

16. Dates of the next Meetings: 20 November, December (no meeting). 2015: 15 January, 19 February, 19 March, 23 April (x 2), May date (1st meeting of year for Parish Council still to be agreed).

There being no further business the meeting ended at 9.50 pm